

Computers and Modern Society

CGS 3063

[3 Credit Hours]

Fall 2020

Course Information:

Time and Place:	Tuesday Period 2 - 3 (8:30 AM - 10:25 AM) Thursday Period 3 (9:35 AM - 10:25 AM) Zoom Links Provided on Canvas
Professor:	Dr. Kyla McMullen
Office Hours:	Tuesday - 10:30am - 11:30am Dr. McMullen's Zoom Room or by appointment
TA:	Armisha Roberts
TA Office Hours:	<< coming soon! >>
E-mail:	drkyla@ufl.edu (put CGS 3063 in the Subject)
Website:	http://elearning.ufl.edu

Course Goals & Objectives

Upon completion of this course, students will:

- Understand how advances in technology have significantly shaped the way we live, work, and interact
- Become familiar with the impact new technologies have had on the role of citizens in a global society, and the ethical choices that must be made
- Discover methods in which to use technology to understand society
- Understand the evolution of technology-oriented workplaces and the changing opportunities

- Understand the influence of technology on our culture, social interaction, and the communication patterns of men and women
- Learn effective technical communication of ideas and concepts
- Learn how to use data to make decisions

Course Communications:

Please regularly check the **Announcements** section of Canvas for any announcements related to the class. Private questions should be emailed to the instructor or messaged using the Canvas Messaging client, including “**CGS 3063**” at the start of the subject line. If there are general questions (related to a certain concept) please post them in the “Discussions” section of the Course Website. All members of the class are expected to follow rules of common courtesy in all email messages, threaded discussions, and chats. Any discourteous conduct will result in a loss of **all** class participation points. Please familiarize yourself with the content located at the following link.

<http://teach.ufl.edu/wp-content/uploads/2012/08/NetiquetteGuideforOnlineCourses.pdf>

Text and Course Materials:

There is **no required text** for the course, as selected readings and content will be assigned from the text “*A Gift of Fire*” (AGF), videos, and other current articles that will be provided by the instructor via Canvas. Assigned readings should be completed **before the lecture** in order to facilitate discussion and complete the quizzes.

Instructional Methods:

This course has **2 substantial writing assignments**: a Data Analysis Paper and a Term Paper. The Data analysis Paper is an assignment where you work with a partner in the class to analyze a data set to answer a set of predefined questions. In the Term paper, you will pick a computer-related issue on which make an informed stance.

Some time will be allocated (during class meeting times) for students to work on their projects and ask the instructors questions about the various techniques and concepts that are being used. Note: students are also expected to spend sufficient time working on the project **outside** of the allocated class time, throughout the entire course.

“Attendance” Policy:

This class will be taught asynchronously, to allow the best possible experience for the students. Many times, you are not required to attend the lecture at a specific time. Videos will be provided for each lecture. If you are unsure of the specifics of any class period, check the Course Outline and symbols.

Generally, on **Tuesdays with discussion topics**, you are expected to do the following, in this order:

1. read the reading(s) before class (if applicable),
2. complete the timed quiz,
3. watch the lecture video,
4. contribute to the group discussion for the topic (synchronously, at 9:35am during the Tuesday lecture)

Otherwise, you are expected to do the following, in this order:

1. read the reading(s) before class (if applicable),
2. complete the timed quiz,
3. watch the lecture video,
4. complete the complementary assignment (if applicable)

Since there is no “class time” there should not be a need for excused absences. If a student has a prolonged absence, then Dr. McMullen should be immediately notified and provided with proper documentation.

Hurricanes:

The Fall semester occurs during hurricane season in Florida. As such, the syllabus assignments, topics, and due dates may be altered to accommodate completion that may have been disrupted due to a storm. Dr. McMullen will communicate all changes via Canvas announcements and reflect the changes in the syllabus schedule below.

Quiz Policy

Most lectures will have a short quiz covering the concepts from the assigned reading or video. You may use the reading or your own notes for this quiz. Should

you miss the quiz, without a documented and approved reason, your quiz grade will be a zero (0). Quizzes for Tuesday's lecture will be released on Monday mornings. Quizzes for Thursday's lecture will be released on Wednesday mornings. If there is a quiz, and no assigned reading, do not be alarmed. The quiz is assessing/asking content that does not require a reading.

Make-up Policy

Late assignments will **not** be accepted under any circumstances. Please take the time to **familiarize yourself with the due dates and times of each assignment**. In rare situations (for example, a student has been sick for an extended period of time), late assignments and documents may be accepted but proper documentation is required (ex: doctor's note).

Regular extracurricular activity (e.g., participating in an out-of-town conference) does not merit permission to submit late documents or assignments. If you are going to be away at a time when an assignment is due, meet with the professor to arrange for **early submission** of the assignment.

Students Requiring Accommodations

Students with disabilities requesting accommodations should first register with the Disability Resource Center (352-392-8565, <https://www.dso.ufl.edu/drc>) by providing appropriate documentation. Once registered, students will receive an accommodation letter which must be presented to the instructor when requesting accommodation. Students with disabilities should follow this procedure as early as possible in the semester. Accommodation letters should be emailed to Dr. McMullen.

Course Evaluation

Students are expected to provide professional and respectful feedback on the quality of instruction in this course by completing course evaluations online via GatorEvals. Guidance on how to give feedback in a professional and respectful manner is available at <https://gatorevals.aa.ufl.edu/students/>. Students will be notified when the evaluation period opens, and can complete evaluations through the email they receive from GatorEvals, in their Canvas course menu under GatorEvals, or via <https://ufl.bluera.com/ufl/>. Summaries of course evaluation results are available to students at <https://gatorevals.aa.ufl.edu/public-results/>

University Honesty Policy

UF students are bound by The Honor Pledge which states, “*We, the members of the University of Florida community, pledge to hold ourselves and our peers to the highest standards of honor and integrity by abiding by the Honor Code. On all work submitted for credit by students at the University of Florida, the following pledge is either required or implied: “On my honor, I have neither given nor received unauthorized aid in doing this assignment.”*” The Honor Code (<https://sccr.dso.ufl.edu/policies/student-honor-code-student-conduct-code/>) specifies a number of behaviors that are in violation of this code and the possible sanctions. Furthermore, you are obligated to report any condition that facilitates academic misconduct to appropriate personnel. If you have any questions or concerns, please consult the professor of this class. Plagiarism on any assignment results in 10% deduction in the course grade or a 0 for the assignment, whichever is more severe.

Commitment to a Safe and Inclusive Learning Environment

The Herbert Wertheim College of Engineering values **broad diversity** within our community and is committed to **individual and group empowerment, inclusion, and the elimination of discrimination**. It is expected that every person in this class will treat one another with dignity and respect regardless of gender, sexuality, disability, age, socioeconomic status, ethnicity, race, and culture.

If you feel like your performance in class is being impacted by discrimination or harassment of any kind, please contact your instructor or any of the following:

- Your academic advisor or Graduate Program Coordinator
- Robin Bielling, Director of Human Resources, 352-392-0903, rbielling@eng.ufl.edu
- Curtis Taylor, Associate Dean of Student Affairs, 352-392-2177, taylor@eng.ufl.edu
- Toshikazu Nishida, Associate Dean of Academic Affairs, 352-392-0943, nishida@eng.ufl.edu

Grading Policies:

Final letter grades will be determined as follows:

<u>Percent</u>	<u>Grade</u>	<u>Grade Points</u>
94 - 100	A	4.00

90.0 - 93.9	A-	3.67
87 - 89.9	B+	3.33
84 - 86.9	B	3.00
80 - 83.9	B-	2.67
77 - 79.9	C+	2.33
74 - 76.9	C	2.00
70.0 - 73.9	C-	1.67
67 - 69.9	D+	1.33
64 - 66.9	D	1.00
61 - 63.9	D-	0.67
0 - 60.9	E	0.00

The overall course grade will be calculated as follows:

Class Participation/Quizzes	20%
Assignments	20%
Term Paper	30%
Data Analysis Project	20%
Midterm	10%
Total	100%

The **Class Participation** grade (from above) will be calculated as follows:

Discussion contribution & quizzes	15 %
Scribe Duties	5 %
Total	20%

The **Term Paper** grade (from above) will be calculated as follows:

Term Paper Topic Proposal	2.5 %
Term Paper Annotated Bibliography (Midterm)	10 %
Term Paper Summary Presentation	2.5 %
Term Paper	15 %
Total	30%

The **Data Analysis Project** grade (from above) will be calculated as follows:

Data Analysis Topic Proposal	2.5 %
Data Analysis Summary Presentation	5 %
Data Analysis Report Submission	12.5 %
Total	20%

Class Participation/Discussion Contribution

Students should be prepared to actively participate and discuss the readings and/or videos within their discussion groups, during class. Students are expected to read the assigned reading and watch the lecture **BEFORE the group discussion** in order to participate in the discussion. Discussion links and times are provided on Canvas. Each student is randomly assigned into a group of 4 - 5 people to have the discussion. It is imperative to be prompt, or you may miss the group assignments. The groups randomly change for each discussion.

The discussion will center around a critical reflection on the topic for that week. Each group will respond to a prompt, assigned by the professor and submit a video of their response, reflecting the group's consensus. The discussion format is as follows:

1. Log in to the Zoom on Canvas
2. Report to a randomly assigned group
3. Discuss the prompts with your group, and reach a consensus
4. Record a short (~3-5 minute) video of the group's consensus
 - a. not the entire discussion
 - b. everyone in the group must say something
5. Upload the video link to the Google Drive repository

Rules for Discussion (that are not up for Discussion)

1. Engage in **accountable talk** and **listen** to your peers
 - a. I agree with your statement that ___ because..." Alternatively, they could use a phrase such as "While I liked your point that ___, I disagreed with your statement on ___ because..."
2. Make judgements and claims that are based on **factual information**
 - a. According to _____, we know that _____
3. Utilize the **standards of reasoning**
 - a. clear statements of claims and sound reasoning in backing up those claims with evidence

Scribe Duties

Each student will sign up for a topic and date to scribe by **Monday 09/07/2020**. Each week, scribes will capture the main themes of the discussions held by each group. In order to do this, the scribes will watch the videos from each discussion group, create a larger summary, and write a blog post that will be located on the class's website. Blog posts are due within a week of the Discussion.

Term Paper

Students are required to individually write an [APA Style](#) term paper consisting of $n \geq 3,000$ words, not including the bibliography/references. All materials referenced must be properly cited in the text of the paper and included in the bibliography. All work must be original. A broad list of topic examples and **VERY detailed** instructions will be provided. Students will be required to complete an outline and present a summary of the term paper.

Data Analysis (Pair) Project:

In pairs, students are required to write a technical report consisting of $n \geq 2,000$ words, not including the bibliography. The data analysis paper requires you to pick a topic area (does not need to be related to computing), find an online data set about the data, and analyze the data to answer 3 questions. Note: **You must do math for this part.** If you simply re-share or re-graph data that someone else has already computed/used to perform calculations, this will not count. If you are unsure if you have satisfied this requirement, please talk to the professor or TA.

Students will submit topic descriptions and will be matched thematically by the professor. If you have a preferred partner, please submit that person's name along with the description. All materials referenced must be properly cited in the text of the paper and included in the bibliography. All work must be original. Each

student will complete a paired project in which they pick an open data set (**many** will be provided, however, you may use others), choose 3 questions to explore within the dataset, and report the findings. Coding knowledge is not needed or assumed (however it can be used). Selected Excel-based assignments will be used to help you learn to analyze the data. A broad list of topic examples and **VERY detailed** instructions will be provided. Students will be required to complete an outline and present a summary of the report. The data analysis report will be **submitted as a PDF**.

Although this is a technical class, you will be expected to write all documents related to homework and assignments using **good, clear, and polished** English and grammar. If this will be a challenge for you, it would be beneficial to contact the [UF Writing Studio](#) prior to submitting your work.

Why Do We Have To Write?

CGS 3063 is a **Gordon Rule Writing** course, which has two objectives.

- To use writing assignments as a means to ensure students assimilate concepts explored in the courses' content areas
- Teach students to articulate their ideas clearly in standard written English for different audiences and in different contexts.

Homework:







Homework assignments will be assigned throughout the semester and posted on Canvas. The due date and time for each program, assignment or document will be specified in the assignment. Programs and assignments and documents are to be submitted electronically and are due by the specified time and date. If you experience a technical malfunction, you must screenshot the error in order to be considered for late submission.










Midterm:



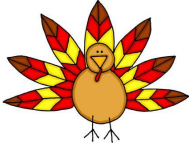
A Midterm exam will be held in the 8th week of class, covering the concepts discussed to date. This includes, readings, lectures, videos, and Excel concepts. If we have 95% student engagement each class through 10/13, the Midterm exam will not be held. Engagement includes discussion attendance, quiz participation, and peer assessment.

Course Outline (subject to **minor changes**, check regularly)

 = Breakout Group Discussion,  = Quiz

Week	Date	Reading (to be completed before class)	Topic(s)	Work Assigned	Work Due
1	9/1	none	Course Introduction 	Syllabus Quiz & Assignment 0 - Suggest a Topic	
	9/3	none	The Basics  (9:35)	ICE 0 - Dress Rehearsal	Recording from Dress Rehearsal
2	9/8	AGF (Chapter 1) - Sections 1.2 & 1.3	Communication  	Assignment 1 - Cell Phone User Observation	Syllabus Quiz & Assignment 0 - Suggest a Topic
	9/10	<i>Elements-of-Style-ebook.pdf</i>	Term Paper Guidelines & How to Write (so that people will actually want to read it) 	Term Paper Topic Proposal	
3	9/15	none	Term Paper Topic Proposals (Presentation)	Term Paper Topic Proposal Peer Assessment	Term Paper Topic Proposal
	9/17	none	Data Analysis Paper Guidelines Overview 		Term Paper Topic Proposal Peer Assessment
4	9/22	none	Data Analysis Topic Submission	Assignment 2 - Lawsuit Analysis	Data Analysis Topic & Assignment 1 - Cell Phone User Observation
	9/24	none	Logical Fallacies (work with Data Analysis Partner)		

			 (9:35)		
5	9/29	<i>Internet of Things.pdf</i> (Sections 1,2,5-16)	Internet of Things 		
	10/1	none	Data Analysis Paper - Topic Proposals (Presentation)	Data Analysis Paper Topic Proposals	Peer Assessment of Data Analysis Paper Topic Proposals
6	10/6	<i>AGF</i> (Chapter 6)- Sections 6.1 & 6.2	The Technical Workforce 	Term Paper Outline and Annotated Bibliography	Assignment 2 - Lawsuit Analysis
	10/8	none	Excel I 	Assignment 3 - Excel I	Assignment 3 - Excel I
7	10/13	<i>AI and Human Rights</i> (2019)	Artificial Intelligence 		
	10/15	none	Artificial Intelligence II 		
8	10/20	none	Midterm		
	10/22	none	Excel II	Assignment 4 - Excel II	Assignment 4 - Excel II
9	10/27	<i>Keeping Bias From Creeping Into Code & Bias in Code is a Problem That Cannot Be Ignored</i>	Bias in Algorithms 	Assignment 5 - Implicit Bias	
	10/29	none	Bias in Algorithms 		Term Paper Outline and Annotated Bibliography
10	11/3	<i>A Gift of Fire</i> (5.1, 5.2, 5.3)	Hacking 		

	11/5	TBD	Student-Chosen Topic & Excel III	Assignment 6 - Excel III	
11	11/10	<i>A Gift of Fire (2.1, 2.2, 2.3)</i>	Privacy & Security 		Assignment 5 - Implicit Bias
	10/12		Data Analysis Project Work Day (open office hours) 		
12	11/17	<i>Short- and long-term effects of ...</i>	Virtual Reality for Social Good 		
	11/19	TBD	Student-Chosen Topic		Assignment 6 - Excel III
13	11/24	Thanksgiving Week - No Class - Enjoy the Holiday 			
	11/26				
14	12/1	<i>none</i>	Term Paper Work Day (open office hours) 		
	12/3	<i>none</i>	Term Paper Summary Presentations		Term Paper Summary Presentations - Peer Assessment
15	12/8	<i>none</i>	Data Analysis Paper Summaries		Term Paper Summary Presentations - Peer Assessment
	12/10	Data Analysis Paper Final Submission (12/10)			
16	12/15	Term Paper Final Submission(12/15)			

Software Use

All faculty, staff, and students of the University are required and expected to obey the laws and legal agreements governing software use. Failure to do so can lead to monetary damages and/or criminal penalties for the individual violator.

Because such violations are also against University policies and rules, disciplinary action will be taken as appropriate. We, the members of the University of Florida community, pledge to uphold ourselves and our peers to the highest standards of honesty and integrity.

Student Privacy

There are federal laws protecting your privacy with regards to grades earned in courses and on individual assignments. For more information, please see: <https://registrar.ufl.edu/ferpa.html>

Campus Resources:

Health and Wellness - U Matter, We Care:

Your well-being is important to the University of Florida. The U Matter, We Care initiative is committed to creating a culture of care on our campus by encouraging members of our community to **look out for one another and to reach out for help if a member of our community is in need**. If you or a friend is in distress, please contact umatter@ufl.edu so that the U Matter, We Care Team can reach out to the student in distress. A nighttime and weekend crisis counselor is available by phone at 352-392-1575. The U Matter, We Care Team can help connect students to the many other helping resources available including, but not limited to, Victim Advocates, Housing staff, and the Counseling and Wellness Center. Please remember that asking for help is a sign of strength. In case of emergency, call 9-1-1.

Counseling and Wellness Center: <http://www.counseling.ufl.edu/cwc>, and 392-1575; and the University Police Department: 392-1111 or 9-1-1 for emergencies.

Sexual Discrimination, Harassment, Assault, or Violence

If you or a friend has been subjected to sexual discrimination, sexual harassment, sexual assault, or violence contact the Office of Title IX Compliance, located at Yon Hall Room 427, 1908 Stadium Road, (352) 273-1094, title-ix@ufl.edu

Sexual Assault Recovery Services (SARS)

Student Health Care Center, 392-1161.

University Police Department at 392-1111 (or 9-1-1 for emergencies), or <http://www.police.ufl.edu/>.

Academic Resources

E-learning technical support, 352-392-4357 (select option 2) or e-mail to Learning-support@ufl.edu. <https://lss.at.ufl.edu/help.shtml>.

Career Connection Center, Reitz Union, 392-1601. Career assistance and counseling. <https://www.crc.ufl.edu/>.

Library Support, <http://cms.uflib.ufl.edu/ask>. Various ways to receive assistance with respect to using the libraries or finding resources.

Teaching Center, Broward Hall, 392-2010 or 392-6420. General study skills and tutoring. <https://teachingcenter.ufl.edu/>.

Writing Studio, 302 Tigert Hall, 846-1138. Help brainstorming, format, and writing papers. <https://writing.ufl.edu/writing-studio/>.

Student Complaints:

https://www.dso.ufl.edu/documents/UF_Complaints_policy.pdf.