Course Introduction

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- Avoiding Plagiarism
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- Feedback from the past sessions
- See the class home page www.cse.unsw.edu.au/~en1811 (details provided in Course Handout)
- And more...

Staff

<table>
<thead>
<tr>
<th>Staff Name</th>
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<th>Email</th>
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</thead>
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See the class home page www.cse.unsw.edu.au/~en1811

The Lecturer (well, one of them)

- Dr Geoff Whale is a UNSW Engineering graduate, sat up the back in CLB-7 in 1972 (yes, really).
- Senior Lecturer in the School of Computer Science and Engineering (CSE), now part time
- Also works on software design projects with UNSW IT Services (on myUNSW and others)
- Married*, two boys 18 and 22, both musicians

Interests are bushwalking, mapping, and writing and publishing walking guides

* Mei Cheng Whale is the course admin

Alpine landscape 2km east of Rams Head, Kosciuszko National Park

Course Objectives

- What you should be able to do by the end of the session:
  - design and implement solutions to problems by writing small programs (tiny ones really) using Visual Basic for Applications (VBA)
  - use spreadsheets (especially) and databases to solve computation-based problems in Engineering, Science and Business
  - understand a bit about where the technology is and might be going (so you can be prepared to exploit it in your professional career)

Ways of Learning

- Lectures
  - covers all relevant topics
  - slides released as PDFs beforehand
  - only effective if audience cooperates by maintaining silence
- Labs
  - develops experience with using the problem-solving systems
  - tasks based on previous lecture material
  - fully supervised and assessed within the class
  - must be ready to show (some) work 30 minutes before end
- Assignments
  - completed in own time, individual unless specified
  - fully develops skills, especially in programming
  - submitted on-line, fully tested, tutor adds own assessment
  - second assignment is peer-assessed
  - late penalty is 15% per day off the maximum available mark

Ways of Learning, continued

- Revision lab classes
  - offered occasionally mid-late in semester
  - focus on absolutely minimum level of knowledge to pass
- Consultation
  - lecturers have specific times, or see after class
  - for extra help if needed
  - more scheduled prior to assignment due dates
- Course forum
  - general, lecture, labs and assignment-specific
  - used for assignment-related questions and answers
  - tutors and lecturers will post and reply
  - strongly encouraged to register and participate
  - etiquette:
    - respect for participants’ opinion
    - please check before starting a topic that it’s genuinely new
    - no assignment solutions (tiny fragment is OK to ask question though)
Assessment

- **Labs (weeks 2 to 13)**
  - each lab marked out of 3
  - best 10 marks taken of potential 12
  - contributes 10% of total

- **Assignments**
  - assign 1 due w2 (VBA program, core skills), 10%
  - assign 2 due w11 (VBA program, extended), 8%

- **Mid-session test**
  - during week 6 lab, 45 mins, practical exam, 12%
  - covers first 4 weeks' material (labs 2 to 5)

- **Final written exam**
  - 3 parts: multiple choice, short answer, programming exercises
  - 60% of overall assessment, minimum competency mark 33.3%
  - Non-linear formula applied if min exam mark not reached (details later as Excel example)

Avoiding Plagiarism

- **Academic honesty**
  - everything submitted for assessment is own work
  - acknowledgment of all sources

- **Assignments 1 and 2**
  - program code must be developed alone [unless explicit groupwork]
  - discussion about solutions OK
  - imperfect but honest attempt will still attract marks

- **Anti-plagiarism measures**
  - start early and get help if you're struggling
  - similarity analysis software (demo after requirements are released)
  - mark reduction of up to 100% applies to non-original submissions

  - Reference site (essay-oriented)
    - www.lc.unsw.edu.au/plagiarism

Administration

- **Changing classes**
  - myUNSW used for all changes if possible
  - places are limited for this semester
  - intractable timetable clash is the only reason for squeezing into a full class
  - Mei Cheng has consultations in weeks 1 to 3 (see the class web page)

- **Lab locations**
  - **Physics (Old Main) Building**, behind Burrows Theatre
  - see quick link from unsw home page (PDF has unscaleable bitmap lettering – poor mapping technique) or Lab2HelpDesk Map link

- **Activating your CSE account**
  - see checklist on last page
  - do this on the web before the week 2 lab if practicable

Lab locations

- **Physics (Old Main) Building**, behind Burrows Theatre

Lecture Schedule

The proposed lecture schedule is:

<table>
<thead>
<tr>
<th>Week</th>
<th>Topic</th>
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<tbody>
<tr>
<td>Weeks 1, 2, 3</td>
<td>Spreadsheets and Data Analysis</td>
</tr>
<tr>
<td>Week 4</td>
<td>Databases</td>
</tr>
<tr>
<td>Weeks 5 to 10</td>
<td>Problem Solving and Programming (VBA)</td>
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<tr>
<td>Weeks 11, 12</td>
<td>Introduction to some of the current and emerging Information Technologies</td>
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- Please note that the above schedule is subject to change.
- There is a one week break after week 8.

Feedback from past sessions [our emphasis]

- **Best bits**
  - "The content was surprisingly interesting"
  - "The labs each week gave a hands on experience to all the theory that was being explained ... the lecturers had a great interest in the content ... a thorough knowledge of their work."
  - "This course provides a lot of useful techniques ... and these can be used a lot in practical areas."
  - "It improves our thinking."
  - "It was interactive, engaging and interesting.", "online examples shown"

- **Things that could be improved**
  - "more coverage of the basic aspects of vba programming ... most students are being exposed to vba for the first time."
  - "more control by telling others to keep quiet in the lecture theatre. , "too much noise from other students."
  - "well I get a bit lost with the visual basic side of things, it seemed as if the lecturers were talking above my head"
  - "easier tests", "making it more relevant", "less programming", "none"
More on the Class Web page

- Visit the class home page for more details, see “Course Intro” under “Administration” in the left panel.

- The class web page is at [www.cse.unsw.edu.au/~en1811](http://www.cse.unsw.edu.au/~en1811)

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Checklist

To start this course off on the right foot, make sure you have done all the following by the end of week 1.

- **Enrolled** in the course properly (with a lab class)
- Completed the “yellow form” procedures
  - Thought up a very obscure password (no dictionary words)
  - Agreed to terms & conditions (see CSE Yellowform link)
  - Remembered your assigned CSE login name
- If applicable, set up Excel 2010 in compatibility mode
- Found out where the labs are ([Labs <-> Helpdesk link](#))
- Had go at the first lab (lab 02) if you have Excel
- Registered with the course forum ([Course Forum link](#))
- Considered buying the textbook