



Reagan National University

Syllabus

1. **Administrative Information:**

Course Number:	SOC 300
Course Title:	Social Psychology
Credit Hours:	3
Prerequisite:	N/A
Term:	FA 2018
Class Time:	TH 9:00-12:45
Class Room:	1
Instructor:	██████████
Office Hours:	M 1:00 – 3:00 P. M.
Telephone:	
E-Mail:	████████████████████

2. Catalog Description:

This course introduces the scientific study of how individuals think, feel and behave in social situations. It covers topics such as the social self-concept, social judgment, attitudes, persuasion, conformity, aggression, helping behavior, prejudice, and interpersonal relationships as well as some of the most important theories and research in the field of social psychology.

3. Teaching Procedures:

Teaching procedures for this course will include professional lectures, class discussions, reading assignments and examinations.

Participation in Class Discussion

Class participation is a very important part of the learning process in this course. Although not explicitly graded, you will be evaluated on the QUALITY of your contributions and insights. Quality comments possess one or more of the following properties:

- Offers a different and unique, but relevant, perspective;
- Contributes to moving the discussion and analysis forward;
- Builds on other comments;
- Transcends the “I feel” syndrome. That is, it includes some evidence, argumentation, or recognition of inherent tradeoffs. In other words, the comment demonstrates some reflective thinking.

We will use our assessment of your participation to manage borderline grades. While your participation grade is subjective, it will not be random or arbitrary. And, clearly, more frequent quality comments are better than less frequent quality comments.

4. Text:

Aronson, Wilson, & Akert. *Social Psychology* (9th ed), ISBN:978-0133936544.

5. Course Requirements:

Due to the abundant amount of material that has to be covered in this class, in addition to the regular class periods, extra class might be necessary.

Letter grades will be assigned to each student based on a mathematical calculation of the points earned on the examinations. The weights of the exams are:

Exam 1, 2, 3	20% Each
Presentation	10%
Term Paper	30%

No makeup exams!!!

The course grades are assigned as:

90 – 100%	=	A-
80 – 89%	=	B
70 – 79%	=	C
60 – 69%	=	D
Below 60%	=	F

Note: Scores and grades will not be “curved.” Therefore, any number of students in this course can earn a score of 100 (or 0) on quizzes or exams; and any number of students can earn a grade of A (or F.) By using the preceding factor, a student should constantly be aware of his/her potential final grade in the course. Students are welcome to discuss with the professor regarding to his/her progress or any aspects of the course.

Term Paper

Term paper requires students to write a “Social Influence”. During the course of one’s lifespan we learn, develop and grow. Within our life’s we will learn to understand that in reality we are influenced, demanded and obeying rules. Social psychology believes that social influence has a strong sway on influences of one’s lifestyle. Inside the field of psychology, Social psychology includes a large field of knowledge around social influence. The following topic in social psychology looks at how individual thoughts, actions and feelings are influenced by social groups. Throughout the following essay, I will be discussing in my opinion one of the most interesting topic related to social psychology: social influence and its three relations to normative social influence, informative social influences and mindless conformity; in addition I will go into-depth on exploring the Milgram and Asch study.

By nature, we are influenced from all the decisions we have developed throughout our lifespan. Unlike other species, humans are distinct in the sense of being able to think and feel. Therefore, this is where an important aspect of psychology helps us understand and perceive the understandings of human nature and why we think and feel. “Social psychology, is a scientific study of how individuals think, feel and behave in a social context,” (Kassin, S., Fein, S., & Markus, H. R.,2008, p.). Secondly, we try to aim at whether or not ones influences are aimed at society, environment or peers influences there state of thought. Social influence occurs when ones emotions, opinions or behaviors are affected by others. “Social influences refer to the idea that interaction with others could lead to a change in our attitudes, beliefs, values and behaviors.” The paper is expected to be between 8 and 10 pages in length, including front and back matter. Sections of the paper will be developed throughout the course.

6. Classroom Policies:

Policies regarding to the University academic policies. You can get them from the Student Handbook on the University web-site or in the University catalog.

7. Attendance, Absence, Lateness, Incomplete:

In accordance with the policies of the Reagan National University, class attendance is required, and classes will start promptly at the schedule time. If you are absent or excessively late, you will receive a score of zero for the participation of that class.

A course grade of “incomplete” will be given under very unusual circumstances, and only if the student has complete at least 75% of the assigned work by the last day of class and only when an incomplete contract is signed and approved.

Warning: Any cheating and plagiarism will result in a failing grade in the course.

Lecture Outline and Reading Assignments

Week	Topic	Reading
	Social Influence	
1	The Social Psychology Experiment/Overview	Text: Chpts. 1 & 2 Mook
	Social Facilitation	Text: Pgs. 299-311
2	Conformity	Text: Pgs.. 250-284 Epley & Gilovich
	Compliance	Text: Pgs. 284-288
	Obedience	Text: Pgs. 288-297
3	Mobs, Crowds, and Deindividuation	Text: Pgs. 311-333
	Social Emotions and Misattribution	Text: Pgs. 95-106 Keltner & Anderson
	Exam 1	---
	Social Thought	
4	Cognitive Dissonance	Text: Chpt. 6 Heine & Lehman
	Self-Perception Theory	Text: Pgs. 154-164 Lepper, Greene, & Nisbett
5	Attitudes	Text: Chpt. 7
	Attribution Theory	Text: Pgs. 107-113
	Attributional Biases	Text: Pgs. 113-137 Gilbert

6	Judgment Under Uncertainty	Text: Chpt. 3 Gilovich & Savitsky
	Social Judgment I	Text: --- Ambady & Rosenthal
7	Social Judgment II	Text: Action 1 (504-535)
	Attraction and Liking	Text: Pgs. 336-355
	Exam 2	
	Social Life	
8	Prejudice	Text: Chpt. 13 Galinsky & Moskowitz
	Automatic Stereotyping	---
9	Evolutionary Social Psychology	Text: Pgs. 419-422 Buunk et al.; Harris et al.; Buss et al.; Desteno & Salovey; Harris & Christenfeld
	Aggression/Violence	Text: Chpt. 12
10	Altruism and Morality	Text: Chpt. 11
	Personal Relationships	Text: Pgs. 355-379
11	Course Wrap-up: Popular Delusions	Text: --- Gilovich, Chpts 8, 10
12	Exam 3	

8. Course Learning Outcome:

By the end of this class, you should:

- have mastered a wide variety of information about social psychology
- understand and be able to apply several different social psychological theories
- understand the research methods used to answer important social psychological questions
- appreciate the value of social psychological knowledge in applications to everyday life

9. Academic Honesty:

It is assumed that all students have familiarized themselves with the university's policy on and definition of academic dishonesty. All work should be the student's own - academic honesty is expected of everyone. Those who do not adhere to university and professional expectations

with respect to this will be dealt with in accordance with college policy. In general – students will receive a 0 on their work if they either submit work that isn't their own (including cutting and pasting content from the Internet without proper citation) or allow other students to use their work. A second instance results in failure of the course.

10. Special Needs and Accommodations:

Please address any special problems or needs at the beginning of the quadmester with the instructor. If you are seeking accommodations based on a disability, you should provide a disability data sheet, which can be obtained from the student services office.

11. The Learning Environment:

Reagan National University is committed to providing a positive learning environment in which students of all ages and backgrounds can learn together in a setting that encourages the free exchange of ideas and information. To accomplish this goal, the members of the RNU Board have established the following expectations for learning.

- All backgrounds and cultures are respected.
- During class discussions, everyone feels welcome to participate and a free exchange of ideas takes place.
- All members of the class arrive on time and leave the class only on breaks or in case of emergency.
- Distractions are kept to a minimum. Cell phones and other electronic devices are turned off in class, labs, and library. Students remain seated throughout class and refrain from talking with classmates while another class member or the instructor has the floor.
- Each student turns in work that is his or her own.
- Consideration is always given to other classes that are taking place in adjoining classrooms.
- At the end of a class, the members of the class and the instructor leave the classroom in good condition so that the next class can begin without disruption.

Reagan National University Library Services:

RNU's online collection contains over 60,000 volumes comprised of books, journals, videos, and faculty created resources. The Library Research Portal (library@rmu.edu) provides access to multiple services and authoritative resources for academic research including books, articles, texts, visual media, and teaching resources. Appropriate sources include scholarly and peer-reviewed journal articles, scholarly books, and well-respected news magazines and newspapers. The Library offers a large

number of appropriate sources and each student is required to attend an online Library orientation. Assistance is available to help students select and locate appropriate sources when RNU is open. The online library is available to students 24 hours 7 days a week. All students can connect to the online library through the computers and laptops available at home and on campus. Each student must use their own pass code to access the library.

As an RNU student, you are required to use the RNU online library, as one source, to assist you in completing a required research paper or project.



Reagan National University

Syllabus

1. Administrative Information:

Course Number:	SOC 313
Course Title:	Law and Society
Credit Hours:	3
Prerequisite:	N/A
Term:	SP 2019
Class Time:	F 9:00-12:45
Class Room:	4
Instructor:	██████████
Office Hours:	M TU 11:00 AM – 1:00 P. M.
Telephone:	
E-Mail:	██████████

2. Catalog Description:

This course introduces a wide variety of topics related to law's varying functions in a society. It focuses on social and legal theory and analyzes law and legal institutions especially in relation to equality, justice, and fairness. It also examines the importance, influence and impact of law in society as well as the impact of people on the law.

3. Teaching Procedures:

Teaching procedures for this course will include professional lectures, class discussions, reading assignments and examinations.

Participation in Class Discussion

Class participation is a very important part of the learning process in this course. Although not explicitly graded, you will be evaluated on the QUALITY of your contributions and insights. Quality comments possess one or more of the following properties:

- Offers a different and unique, but relevant, perspective;
- Contributes to moving the discussion and analysis forward;
- Builds on other comments;
- Transcends the “I feel” syndrome. That is, it includes some evidence, argumentation, or recognition of inherent tradeoffs. In other words, the comment demonstrates some reflective thinking.

We will use our assessment of your participation to manage borderline grades. While your participation grade is subjective, it will not be random or arbitrary. And, clearly, more frequent quality comments are better than less frequent quality comments.

4. Text:

Law and Society - 11th edition by Steven Vago, ISBN13: 9781138720923.

5. Course Requirements:

Due to the abundant amount of material that has to be covered in this class, in addition to the regular class periods, extra class might be necessary.

Examinations

There are two in-class exams and they are scheduled as:

Midterm: 6th class period

Final: last class

6. Course Requirements:

Letter grades will be assigned to each student based on a mathematical calculation of the points earned on the examinations. The weights of the exams are:

Homework Assignments ..	20%
Term Paper	25%
Midterm	20%
Final	35%

The course grades are assigned as:

90 – 100%	=	A-
80 – 89%	=	B
70 – 79%	=	C
60 – 69%	=	D
Below 60%	=	F

Note: Scores and grades will not be “curved.” Therefore, any number of students in this course can earn a score of 100 (or 0) on quizzes or exams; and any number of students can earn a grade of “A” (or “F”.) By using the preceding factor, a student should constantly be aware of his/her potential final grade in the course. Students are welcome to discuss with the professor regarding to his/her progress or any aspects of the course.

Term Paper

Term paper requires students to write a “The Law And Its Effect On Society”. Law is of essence within a thriving society. Its many functions maintain a balanced equilibrium. Since the beginning of civilization, there has constantly subsisted a certain structure setting a model of behavior that should be followed. It comes naturally to the human as it typically initiates with moral obligations. Through advancements, law continues to develop with the formation of added regulations in reach of an ideal humanity. Erstwhile, law was seen through a conventional lens. It was old fashioned, strictly conceptual and abstract. Law was legislatively created, codified, legitimized and promulgated. Within court, the role of the judge was to unerringly apply the law and draw conclusions from so. They’re ultimate responsibility was to mechanically adjudicate. There must be a reasoning relating back to the legal system, elucidating the verdict. Judges used a system of deductive reasoning, whereas they begin with a premise, this is the rule of law in use. Forthwith, the rule was applied to the major specifics in the case. Considering all pieces fit together, a conclusion was drawn. For instance, a law is the criminalization of causing death upon another, also acknowledged as murder, resulting in punishment. The judge is presented with the case that person A kills person B. Since person A violated a law, the judge concludes that He will be punished. The judge applied the law created by the legislator. All things considered, through time this conventional perspective has undergone many changes, resulting into the formation of a different standpoint. Evidently in America, during the 20th century, began the eminence of legal realism. Former to previous beliefs, this perception utterly diverges. The paper is expected to be between 8 and 10 pages in

length, including front and back matter. Sections of the paper will be developed throughout the course.

7. **Course Schedule:**

I. Introduction

What is Law? What Does Law Do? What Does Law Not Do?

Natural Law, Legal Positivism, and Legal Realism

"Justice?--You get justice in the next world, in this world you have the law."

--William Gaddis, *A Frolic of His Own* (1994: 13)

Lec #1 Abel, Richard L., ed. "What Do We Talk About When We Talk About Law." In *The Law and Society Reader*.
Burnett, G. Graham. *A Trial by Jury*. Pp. 3-76.

Lec #2 Jurisprudential Paradigms (PDF)
Sutton, John. *Law/Society*. Pp. 135-160.
Holmes, Oliver Wendell. "The Path of the Law."

II. Law as a Social Process: The Organization of the Criminal Justice System

"To what degree was the law a thing apart from people - an abstract system laid over the messy reality of individuals and their specific situations - and to what degree did the law emerge from the texture and character of people and the details of their cases?"

--D. Graham Burnett, *A Trial By Jury* (2001: 137)

Lec #3 Criminal Justice System (Lec #4) (PDF)
Currie, Elliott. "The Control of Witchcraft in Renaissance Europe."
Black, Donald. "Social Organization of Arrest."
Emerson, Robert. "Holistic Effects in Social Control Decision-Making." In *The Law and Society Reader*.
Blankenburg, Erhard. "The Selectivity of Legal Sanctions: An Empirical Investigation of Shoplifting." In *The Law and Society Reader*.
Feeley, Malcolm. *The Process is the Punishment*. (Excerpts)
Alschuler, Albert W. "Plea Bargaining and It's History." In *The Law and Society Reader*.
Radelet, Michael, and Glenn L. Pierce. "Race and Prosecutorial Discretion in Homicide Cases." In *The Law and Society Reader*.
Heumann, Milton, and Colin Loftin. "Mandatory Sentencing and the Abolition of Plea Bargaining: The Michigan Felony Firearm Statute." In *The Law and Society Reader*.
Daly, Kathleen. "Structure and Practice of Familial-Based Justice in a Criminal Court." In *The Law and Society Reader*.

III. Law as a Social Process: The Civil Side

- Lec #4 Civil Justice System (Lec #6) (PDF)
 Civil Justice System (Continued) (Lec #7) (PDF)
 Harr, Jonathan. A Civil Action.
 Engel, David. "The Over Bird's Song: Insiders, Outsiders, and Personal Injuries in an American Community." In The Law and Society Reader.
 Merry, Sally. "Going to Court: Strategies of Dispute Management in an Urban Neighborhood." In The Law and Society Reader.
 Felstiner, Abel, and Austin Sarat. "The Emergence and Transformation of Disputes: Naming, Blaming and Claiming."
 Galanter, Marc. "Why the 'Haves' Come Out Ahead." In The Law and Society Reader.
 Tanase, Takao. "The Management of Disputes: Automobile Accident Compensation in Japan." In The Law and Society Reader.

IV. Players in the System: Judges, Lawyers, Litigants

- Lec #5 Players in the System: Judges (Lec #9, 10) (PDF)
 Legal Profession (Lec #11, 12) (PDF)
 Carter, Lief, and Thomas Burke. Reason in Law. Pp. 1-126, 158-162.
 Paul, Jeremy. "Changing the Subject: Cognitive Theory and the Teaching of Law."
 Sutton, John. Law/Society. Pp. 221-278.
 Sarat, Austin, and William Felstiner. "Law and Social Relations: Vocabularies of Motive in Lawyer/Client Interaction." In The Law and Society Reader.
 Conley, John, and William O'Barr. "Lay Expectations of the Civil Justice System." In The Law and Society Reader.

- Lec #6 Midterm Exam

V. Alternatives to Law

- Lec #7 Alternatives to Law: Varieties of Dispute Processing (Lec #13, 14) (PDF)
 Burke, Thomas. Lawyers, Lawsuits and Legal Rights: The Battle over Litigation in American Society. (Excerpts)
 Hensler, Deborah. "Suppose It's Not True."
 Silbey, Susan. "The Emperor's New Clothes: Mediation Mythology and Markets."
 Cobb, Sara. "The Domestication of Violence in Mediation."

VI. Law and Social Change: The Consequences of Logic and Organization

- Lec #8 Evolutionary Theories of Social Change: Maine and Durkheim (Lec #15, 16)
 Sutton, John. Law/Society. Pp. 23-60.
 Telpner, Brian. "Constructing Safe Communities: Megan's Law and the Purposes of Punishment."
 Hawthorne, Nathaniel. The Scarlet Letter. Pp. 75-88. (Excerpts)

Berman, Paul. "An Observation and a Strange but True 'Tale': What might the Historical Trials of Animals tell us about the Transformative Potential of Law?"

- Lec #9 Law, Class Conflict and the Economy: Marx (Lec #17, 18) (PDF)
 Sutton, John. Law/Society. Pp. 61-98.
 Chambliss, William. "A Sociological Analysis of the Law of Vagrancy."
 Hay, Douglas. "Property, Authority, and the Criminal Law."
 Thompson, E. P. "The Rule of Law."
- Lec #10 Law and the State: Weber (Lec #19, 20) (PDF)
 Law and Social Change (Continued) (Lec #21) (PDF)
 Sutton, John. Law/Society. Pp. 99-132.
 Hall, Jerome. Theft, Law and Society. (Excerpts)
 Sutton, John. Law/Society. Pp. 161-220.
 Ekland-Olson, Sheldon, and Steve J. Martin. "Organizational Compliance
 with Court-Ordered Reform." In The Law and Society Reader.
 Gilboy, Janet. "Penetrability of Administrative Systems: Political 'Casework'
 and Immigration Inspections." In The Law and Society Reader.
 Silbey, Susan. "The Consequences of Responsive Regulation."

VII. The Rule of Law, Legal Culture, and Everyday Life

"To the pig keepers ... the law was a domain of conflict in whose construction they participated."

--Hendrik Hartog, "Pigs and Posivitism" (1985)

- Lec #11 Law and Everyday Life, The Common Place of Law (Lec #23, 24, 25)
 Ewick, Patricia, and Susan S. Silbey. The Common Place of Law: Stories
 from Everyday Life.
 Carter, and Burke. Reason in Law. Pp. 127-157.
 Sherwin, Richard. When Law Goes Pop: The Vanishing Line Between Law
 and Popular Culture. (Excerpts) Final Paper Due at Final Exam
- Lec. #12 Final Exam

8. Classroom Policies:

You can get policies regarding to the University academic policies from the Student Handbook on the University web-site or in the University catalog.

9. Attendance, Absence, Lateness, Incomplete:

Students have six months from the registration to complete this course. If students need more time to finish the class, they may request for an incomplete. Faculty approval is required.

A course grade of "incomplete" will be given under very unusual circumstances, and only if the student has complete at least 75% of the assigned work by the last day of class and only when

an incomplete contract is signed and approved.

Students receiving Veteran's benefits and International students in the US on F-1 visas are reminded that regular attendance is required. The university is required by law to report excessive absenteeism by students in these two categories.

10. Course Outcome:

By the end of this course, students will be able to:

1. demonstrate an understanding of the role of law enforcement in society;
2. articulate multiple ways of seeing and understanding law;
3. describe the structure of the American legal system;
4. compare and contrast social science theories of law;
5. have an insight into the relationships between law and society.

11. Moodle Forum:

We will use the Moodle Forum to extend the class discussion. I will actively participate in all ongoing discussion threads. This is a good place to engage your classmates in discussions of course topics. To encourage all to participate, contributions to the bulletin boards will be counted towards your class participation points. Other aspects of "class participation" will be discussed on the first day of class.

12. Academic Honesty:

It is assumed that all students have familiarized themselves with the university's policy on and definition of academic dishonesty. All work should be the student's own - academic honesty is expected of everyone. Those who do not adhere to university and professional expectations with respect to this will be dealt with in accordance with college policy. In general – students will receive a "0" on their work if they either submit work that isn't their own (including cutting and pasting content from the Internet without proper citation) or allow other students to use their work. A second instance results in failure of the course.

12. Special Needs and Accommodations:

Please address any special problems or needs at the beginning of the quadmester with the instructor. If you are seeking accommodations based on a disability, you should provide a disability data sheet, which can be obtained from the student services office.

13. The Learning Environment:

Reagan National University is committed to providing a positive learning environment in which students of all ages and backgrounds can learn together in a setting that encourages the free

exchange of ideas and information. To accomplish this goal, the members of the RNU Board have established the following expectations for learning.

- All backgrounds and cultures are respected.
- During class discussions, everyone feels welcome to participate and a free exchange of ideas takes place.
- All members of the class arrive on time and leave the class only on breaks or in case of emergency.
- Distractions are kept to a minimum. Cell phones and other electronic devices are turned off in class, labs, and library. Students remain seated throughout class and refrain from talking with classmates while another class member or the instructor has the floor.
- Each student turns in work that is his or her own.
- Consideration is always given to other classes that are taking place in adjoining classrooms.
- At the end of a class, the members of the class and the instructor leave the classroom in good condition so that the next class can begin without disruption.

Reagan National University Library Services:

RNU's online collection contains over 60,000 volumes comprised of books, journals, videos, and faculty created resources. The Library Research Portal (library@rnu.edu) provides access to multiple services and authoritative resources for academic research including books, articles, texts, visual media, and teaching resources. Appropriate sources include scholarly and peer-reviewed journal articles, scholarly books, and well-respected news magazines and newspapers. The Library offers a large number of appropriate sources and each student is required to attend an online Library orientation. Assistance is available to help students select and locate appropriate sources when RNU is open. The online library is available to students 24 hours 7 days a week. All students can connect to the online library through the computers and laptops available at home and on campus. Each student must use their own pass code to access the library.

As an RNU student, you are required to use the RNU online library, as one source, to assist you in completing a required research paper or project.



Reagan National University

Syllabus

1. **Administrative Information:**

Course Number:	STA 201
Course Title:	Introduction to Statistics
Credit Hours:	3
Prerequisite:	No prerequisite.
Term:	SP 2019
Class Time:	Monday 14:00 – 17:45
Class Room:	4
Instructor:	██████████
Office Hours:	M – TH 1:00 – 3:00 P. M.
Telephone:	
E-Mail:	██████████

2. **Catalog Description:**

This course provides the student with an understanding of using descriptive and inferential statistical techniques for solving business and technical problems. It covers sampling distribution, analyzing, presenting numerical data, frequency and sampling distributions, averages, dispersion, hypothesis testing confidence intervals, hypothesis testing, simple regression and time series.

3. **Teaching Procedures:**

Teaching procedures for this course will include professional lectures, class discussions, reading assignments and examinations.

Participation in Class Discussion

Class participation is a very important part of the learning process in this course. Although not explicitly graded, you will be evaluated on the QUALITY of your contributions and insights. Quality comments possess one or more of the following properties:

- Offers a different and unique, but relevant, perspective;
- Contributes to moving the discussion and analysis forward;
- Builds on other comments;
- Transcends the “I feel” syndrome. That is, it includes some evidence, argumentation, or recognition of inherent tradeoffs. In other words, the comment demonstrates some reflective thinking.

We will use our assessment of your participation to manage borderline grades. While your participation grade is subjective, it will not be random or arbitrary. And, clearly, more frequent quality comments are better than less frequent quality comments.

4. **Text:** An Introduction to Multivariate Statistical Analysis by T.W. Anderson.
Published by Wiley-Interscience 3rd ed (ISBN: 9780471360919)

5. **Course Requirements:**

Due to the abundant amount of material that has to be covered in this class, in addition to the regular class periods, extra class might be necessary.

Examinations

There are two in-class exams and they are scheduled as:

Midterm: 6th class period

Final: last class

6. Course Requirements:

Letter grades will be assigned to each student based on a mathematical calculation of the points earned on the examinations. The weights of the exams are:

Assignments	20%
Midterm	30%
Final	30%
Term Paper	20%

No makeup exams!!!

The course grades are assigned as:

90 – 100%	=	A-
80 – 89%	=	B
70 – 79%	=	C
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Note: Scores and grades will not be “curved.” Therefore, any number of students in this course can earn a score of 100 (or 0) on quizzes or exams; and any number of students can earn a grade of A (or F.) By using the preceding factor, a student should constantly be aware of his/her potential final grade in the course. Students are welcome to discuss with the professor regarding to his/her progress or any aspects of the course.

Term Paper

Term paper requires students to write a “The Use of Statistics in Business”. Statistics refers to the use of numerical information in everyday life to calculate facts and figures in limitless circumstances such as, batting averages, market share, and changes in the stock market. In addition, statistics refers to the scientific collecting, classifying, summarizing, organizing, analyzing, and interpreting numerical data. Statistics involves describing data sets and drawing conclusions based on sampling about the data sets (McClave, Benson & Sincich, 2011). Statistics are divided into two areas: descriptive statistics and inferential statistics.

Descriptive statistics are procedures used to describe and organize the basic characteristics of the data studied. Descriptive statistics provide simple summaries about the sample group and the measures. This application of statistics is used to present quantitative data in manageable forms such as charts, graphs, or averages. Descriptive statistics differ from inferential statistics in that they are simply describing what the data indicates.

The paper is expected to be between 8 and 10 pages in length, including front and back matter. Sections of the paper will be developed throughout the course.

7. **Course Schedule:**

Week	Topics Covered
1	What is Statistics? Exploring Data with Graphs
2	Measures of Center and Spread; Exploring the Relationship Between Two Variables
3	Learning about Regression; Cautions on Regression; Gathering Data; Understanding Probabilities
4	Learning about Probability Distributions;
5	Sampling Distribution of the Sample Proportion; Sampling Distribution of the Sample Mean; More about Sampling; Distributions
6	Midterm Exam
7	Confidence Interval for the Population Proportion; Confidence Interval for the Population Mean
8	More about Confidence Intervals; Significance Test about the Population Proportion
9	Significance Test about the Population Mean; Additional Topics about Significance Test
10	Comparing Two Independent Proportions; Comparing Two Independent Means
11	Comparing Means from Dependent Samples; More about Comparing Proportions
12	Final Exam

8. **Classroom Policies:**

Policies regarding to the University academic policies. You can get them from the Student Handbook on the University web-site or in the University catalog.

9. **Attendance, Absence, Lateness, Incomplete:**

In accordance with the policies of the Reagan National University, class attendance is required, and classes will start promptly at the schedule time. If you are absent or excessively late, you will receive a score of zero for the participation of that class.

A course grade of “incomplete” will be given under very unusual circumstances, and only if the student has complete at least 75% of the assigned work by the last day of class and only when an incomplete contract is signed and approved.

10. **Course Outcome:**

Among other things, the course shall enable the students to:

- Recognize and apply some common probability distributions, and assess if underlying assumptions for the distribution seem reasonable.
- Be able to perform basic statistical calculations and graphical analyses.
- Analyze research questions based on statistical data, draw relevant conclusions, and be familiar with the limitations of particular statistical methods.
- Be able to discuss and reflect upon ethical topics relevant to statistical methods.

11. Academic Honesty:

It is assumed that all students have familiarized themselves with the university's policy on and definition of academic dishonesty. All work should be the student's own - academic honesty is expected of everyone. Those who do not adhere to university and professional expectations with respect to this will be dealt with in accordance with university policy. In general – students will receive a 0 on their work if they either submit work that isn't their own (including cutting and pasting content from the Internet without proper citation) or allow other students to use their work. A second instance results in failure of the course.

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- All backgrounds and cultures are respected.
- During class discussions, everyone feels welcome to participate and a free exchange of ideas takes place.
- All members of the class arrive on time and leave the class only on breaks or in case of emergency.
- Distractions are kept to a minimum. Cell phones and other electronic devices are turned off in class, labs, and library. Students remain seated throughout class and refrain from talking with classmates while another class member or the instructor has the floor.
- Each student turns in work that is his or her own.
- Consideration is always given to other classes that are taking place in adjoining classrooms.
- At the end of a class, the members of the class and the instructor leave the classroom in good condition so that the next class can begin without disruption.

Reagan National University Library Services:

RNU's online collection contains over 60,000 volumes comprised of books, journals, videos, and faculty created resources. The Library Research Portal (library@rnu.edu) provides access to multiple services and authoritative resources for academic research including books, articles, texts, visual media, and teaching resources. Appropriate sources include scholarly and peer-reviewed journal articles, scholarly books, and well-respected news magazines and newspapers. The Library offers a large number of appropriate sources and each student is required to attend an online Library orientation. Assistance is available to help students select and locate appropriate sources when RNU is open. The online library is available to students 24 hours 7 days a week. All students can connect to the online library through the computers and laptops available at home and on campus. Each student must use their own pass code to access the library.

As an RNU student, you are required to use the RNU online library, as one source, to assist you in completing a required research paper or project.

17th Citation Narrative

Section 3-1-532(b)(c)(d)(f)

(b). Course objectives for CSC 210 and CSC 332 have redefines. (Attachment 1.)

(c). Textbooks for ENG 111, ECO 307, FIN 517, FIN 500, MKT 201, CSC 210, CSC 511, CSC 514 and CSC 561 have been updated. (Attachment 2.)

(d). A lab component has been added into CSC 210 and CSC 332. (Attachment 3.)

(f). Guest speakers are invited to give speech to our students. This will help to bring in real world experience. The last guest speaker to the University's CEO Talk Show was Mr. Gary Hudson, VP of Avera Health. Field trips dedicated for different majors have been arranged. For example, IT majors were arranged to visit an IT company (October 25, 2019 to Team Logic IT), Finance major were arranged to visit a financial company (October 31, 2019 to Aladdin Companies) and Management majors were arranged to visit the management office of an energy company (October 28, 2019 to Xcel Energy). (Attachment 4.)



Reagan National University

Syllabus

1. Administrative Information:

Course Number: CSC 210

Course Title: Database Management

Credit Hours: 3

Prerequisite: CSC 122

Term: SU 2018

Class Time: Wednesday 9:00-12:30

Class Room: 2

Instructor: [REDACTED]

Office Hours: M W 11:00 AM – 1:00 P. M.

Telephone:

E-Mail: [REDACTED]

2. Teaching Procedures:

Teaching procedures for this course will include professional lectures, class discussions, reading assignments and examinations.

Participation in Class Discussion

Class participation is a very important part of the learning process in this course. Although not explicitly graded, you will be evaluated on the QUALITY of your contributions and insights. Quality comments possess one or more of the following properties:

- Offers a different and unique, but relevant, perspective;
- Contributes to moving the discussion and analysis forward;
- Builds on other comments;
- Transcends the “I feel” syndrome. That is, it includes some evidence, argumentation, or recognition of inherent tradeoffs. In other words, the comment demonstrates some reflective thinking.

We will use our assessment of your participation to manage borderline grades. While your participation grade is subjective, it will not be random or arbitrary. And, clearly, more frequent quality comments are better than less frequent quality comments.

3. Text:

Modern Database Management, edition 13th, Jeffrey A. Hoffer, Mary B. Prescott, Heikki Topi, ISBN: 978-0-13-477365-0, Prentice Hall Publishers.

4. Course Requirements:

Letter grades will be assigned to each student based on a mathematical calculation of the points earned on the examinations. The weights of the exams are:

Contribution to Class	10%
Homework	10%
Term paper	20%
Midterm	30%
Final	30%

No makeup exams!!!

The course grades are assigned as:

91 – 100%	-- A
81 – 90%	-- B
71 – 80%	-- C
61 – 70%	-- D
Below 61%	-- F

Note: Scores and grades will not be “curved.” Therefore, any number of students in this course can earn a score of 100 (or 0) on quizzes or exams; and any number of students can earn a grade of “A” (or “F”). By using the preceding factor, a student should constantly be aware of his/her potential final grade in the course. Students are welcome to discuss with the professor regarding to his/her progress or any aspects of the course.

Computer laboratory

Computer laboratory assignments are designed to supplement and reinforce skills acquired in the particular course which lists this course as a co requisite. In this course, there is an in-class lab component attended by the faculty. Usually, about 30% of class time is dedicated to lab. Faculty will be around when the students are doing their lab assignments.

Class Schedule

1	introduction; database design and ER models
2	the relational model, relational algebra and SQL
3	storage and indexing
4	the logical-to-physical mapping; a key-value store <i>Problem Set 1 due</i>
5	transactions
6	midterm exam
7	concurrency control <i>Problem Set 2 due</i>
8	recovery and logging
9	semistructured data and XML <i>Problem Set 3 due</i>
10	XML (cont.); object-oriented/object-relational models distributed databases and replication
11	NoSQL performance tuning; wrap-up and conclusions <i>Problem Set 4 due</i>

12	final exam
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5. Classroom Policies:

You can get policies regarding to the University academic policies from the Student's Handbook on the University web-site or in the University catalog.

6. Attendance, Absence, Lateness, Incomplete:

A course grade of "incomplete" will be given under very unusual circumstances, and only if the student has complete at least 75% of the assigned work by the last day of class and only when an incomplete contract is signed and approved.

7. Course Outcome:

Upon completion of the course, students will:

- Install, configure, and interact with a relational database management system;
- Describe, define and apply the major components of the relational database model to database design;
- Learn and apply the Structured Query Language (SQL) for database definition and manipulation;
- Utilize a database modeling technique for a single entity class, a one-to-one (1:1) relationship between entity classes, a one-to-many (1:M) relationship between entity classes, a many-to-many (M:M) relationship between entity classes, and recursive relationships;
- Define, develop and process single entity, 1:1, 1:M, and M:M database tables;
- Learn and implement the principles and concepts of information integrity, security and confidentiality;
- Apply ethical computing concepts and practices to database design and implementation.

8. Moodle Forum:

We will use the Moodle Forum to extend the class discussion. I will actively participate in all ongoing discussion threads. This is a good place to engage your classmates in discussions of course topics. To encourage all to participate, contributions to the bulletin boards will be counted towards your class participation points. Other aspects of "class participation" will be discussed on the first day of class.

9. Term Paper:

The Term Paper requires students to write a report for "Principles to effectively manage data." This paper focuses mostly on how these principles have been developed and implemented for relational databases. But it will also briefly explore how they can be augmented and applied

well beyond relational contexts, to managing text data, emails, scientific databases, and data on the Web. The paper is expected to be between 8 and 10 pages in length, including front and back matter. Sections of the paper will be developed throughout the course.

10. Internet Use Requirement:

I have included optional homework and project assignments that will require students to use the Internet in order to satisfactorily complete them. Additionally, my web site will maintain copies of supplemental labs and handouts that the student will find beneficial.

11. Academic Honesty:

It is assumed that all students have familiarized themselves with the university's policy on and definition of academic dishonesty. All work should be the student's own - academic honesty is expected of everyone. Those who do not adhere to university and professional expectations with respect to this will be dealt with in accordance with college policy. In general – students will receive a “0” on their work if they either submit work that isn't their own (including cutting and pasting content from the Internet without proper citation) or allow other students to use their work. A second instance results in failure of the course.

12. The Learning Environment:

Reagan National University is committed to providing a positive learning environment in which students of all ages and backgrounds can learn together in a setting that encourages the free exchange of ideas and information. To accomplish this goal, the members of the University Board have established the following expectations for learning.

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number of appropriate sources and each student is required to attend an online Library orientation. Assistance is available to help students select and locate appropriate sources when RNU is open. The online library is available to students 24 hours 7 days a week. All students can connect to the online library through the computers and laptops available at home and on campus. Each student must use their own pass code to access the library.

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Reagan National University

Syllabus

1. Administrative Information:

Course Number: CSC 332
Course Title: Data Communication
Credit Hours: 3
Prerequisite: CSC 122
Term: FA 2018
Class Time: F 9:00-12:45
Class Room: 1
Instructor: [REDACTED]
Office Hours: M TU 11:00 AM – 1:00 P. M.
Telephone:
E-Mail: [REDACTED]

2. Catalog Description:

This course introduces the basic concepts, theories and components in data communications such as protocols, network equipment and the infrastructure. It covers the design and evaluation of computer networks using current trends in hardware and software. Topics include data transmission, signal encoding techniques, digital data communication techniques, optical fiber communications.

3. Teaching Procedures:

Teaching procedures for this course will include professional lectures, class discussions, reading assignments and examinations.

Participation in Class Discussion

Class participation is a very important part of the learning process in this course. Although not explicitly graded, you will be evaluated on the QUALITY of your contributions and insights. Quality comments possess one or more of the following properties:

- Offers a different and unique, but relevant, perspective;
- Contributes to moving the discussion and analysis forward;
- Builds on other comments;
- Transcends the “I feel” syndrome. That is, it includes some evidence, argumentation, or recognition of inherent tradeoffs. In other words, the comment demonstrates some reflective thinking.

We will use our assessment of your participation to manage borderline grades. While your participation grade is subjective, it will not be random or arbitrary. And, clearly, more frequent quality comments are better than less frequent quality comments.

4. Text:

Business Data Communications and Networking by Jerry FitzGerald. Published by John Wiley & Sons; 13th ed. 2017.

5. Course Requirements:

Due to the abundant amount of material that has to be covered in this class, in addition to the regular class periods, extra class might be necessary.

Examinations

There are two in-class exams and they are scheduled as:

Midterm: 6th class period

Final: last class

6. Course Requirements:

Letter grades will be assigned to each student based on a mathematical calculation of the points earned on the examinations. The weights of the exams are:

Midterm	40%
Term Paper	20%
Final	40%

No makeup exams!!!

The course grades are assigned as:

90 – 100%	=	A
80 – 89%	=	B
70 – 79%	=	C
60 – 69%	=	D
Below 60%	=	F

Note: Scores and grades will not be “curved.” Therefore, any number of students in this course can earn a score of 100 (or 0) on quizzes or exams; and any number of students can earn a grade of A (or F.) By using the preceding factor, a student should constantly be aware of his/her potential final grade in the course. Students are welcome to discuss with the professor regarding to his/her progress or any aspects of the course.

Computer laboratory

Computer laboratory assignments are designed to supplement and reinforce skills acquired in the particular course which lists this course as a co requisite. In this course, there is an in-class lab component attended by the faculty. Usually, about 30% of class time is dedicated to lab. Faculty will be around when the students are doing their lab assignments.

7. Course Requirements:

Week 1

- Data Communication Concepts

- o Networks and open system standards: the OSI reference model

- o Network topologies and the physical layer

- § Bus/Tree topology, ring topology, star topology

- o The future of data communications

Week 2

- Transmission Media and Transmission Technologies

Revised 2019.10

- o The electrical interface
- o Metallic media
- o Optical fiber media
- o Wireless media (line-of-sight media)
- o Baseband and broadband transmission
- o Transmission bandwidth (link capacity)
- o Codes
- o Analog and digital signals
- o Modulation and demodulation, modems and modem standards
- o Transmission impairments (distortion and noise limitations on system performance)

Week 3

- Data Transmission

- o Transmission modes
 - § Simplex, half-duplex, full-duplex communications
 - § Serial and parallel transmission
 - § Synchronous transmission
 - § Asynchronous transmission
- o Interface standards
- o Multiplexing of signals
- o Data compression

Week 4

- Protocol Concepts - Media Access Control

- o Protocol basics
- o MAC protocols (CSMA/CD and Token passing)

Week 5

- Data Security and Integrity

- o Error detection and correction
- o Encryption and decryption
- o Viruses, worms, and hacking

Week 6

Midterm Exam

Week 7

- **Local Area Networks**

- o LAN standards (IEEE standards 802 for LANs)
- o Interconnecting LANs
- o LAN Hardware (server platforms, backup devices, LAN adapters, printers, etc.)
- o LAN system software, LAN application software
- o LAN selection criteria

Week 8

- **Metropolitan Area Networks (MANs) and Wide Area Networks (WANs)**

- o Network routing
- o Public data networks
- o Circuit-switched data network
- o Packet-switched data network
- o Internet protocol
- o ISDN
- o Electronic mail

Week 9

- **Network Architecture**

- o Layered approach
- o Hierarchical approach

Week 10

- **Network Interconnections (Internetworking)**

- o LAN-to-LAN connections and LAN-to-Host connections
- o Repeaters, Bridges, Routers, and Gateways
- o Interconnection utilities

Week 11

- **Internet and Intranet**

Week 12

Final Exam

8. Term Paper:

Term paper requires students to write a report for “Packet switching”. Packet switching is a method of grouping data that is transmitted over a digital network into packets. Packets are made of a header and a payload. Data in the header are used by networking hardware to direct the packet to its destination where the payload is extracted and used by application software. Packet switching is the primary basis for data communications in computer networks worldwide. The paper is expected to be between 8 and 10 pages in length, including front and back matter. Sections of the paper will be developed throughout the course.

9. Classroom Policies:

Policies regarding to the University academic policies. You can get them from the Student Handbook on the University web-site or in the University catalog.

10. Attendance, Absence, Lateness, Incomplete:

In accordance with the policies of the Si Tanka University, class attendance is required, and classes will start promptly at the schedule time. If you are absent or excessively late, you will receive a score of zero for the participation of that class.

A course grade of “incomplete” will be given under very unusual circumstances, and only if the student has complete at least 75% of the assigned work by the last day of class and only when an incomplete contract is signed and approved.

11. Course Outcome:

After course completion, the student should

- be able to explain knowledge within data communications
- be able to explain reference models for data communications, their layers and corresponding functions, services and protocols
- be able to describe the protocol techniques, local area networks and how Internet is built.

12. Internet Use Requirement:

I have included optional homework and project assignments that will require students to use the Internet in order to satisfactorily complete them. Additionally, my web site will maintain copies of supplemental labs and handouts that the student will find beneficial. The college maintains open labs that provide Internet access to all students.

13. Academic Honesty:

It is assumed that all students have familiarized themselves with the university's policy on and definition of academic dishonesty. All work should be the student's own - academic honesty is expected of everyone. Those who do not adhere to university and professional expectations with respect to this will be dealt with in accordance with college policy. In general – students will receive a 0 on their work if they either submit work that isn't their own (including cutting and pasting content from the Internet without proper citation) or allow other students to use their work. A second instance results in failure of the course.

14. Special Needs and Accommodations:

Please address any special problems or needs at the beginning of the quadmester with the instructor. If you are seeking accommodations based on a disability, you should provide a disability data sheet, which can be obtained from the student services office.

15. The Learning Environment:

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- All members of the class arrive on time and leave the class only on breaks or in case of emergency.
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faculty created resources. The Library Research Portal (library@mu.edu) provides access to multiple services and authoritative resources for academic research including books, articles, texts, visual media, and teaching resources. Appropriate sources include scholarly and peer-reviewed journal articles, scholarly books, and well-respected news magazines and newspapers. The Library offers a large number of appropriate sources and each student is required to attend an online Library orientation. Assistance is available to help students select and locate appropriate sources when RNU is open. The online library is available to students 24 hours 7 days a week. All students can connect to the online library through the computers and laptops available at home and on campus. Each student must use their own pass code to access the library.

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Reagan National University

Syllabus

1. **Administrative Information:**

Course Number: CSC 561

Course Title: Man-Machine Studies

Credit Hours: 3

Prerequisite: Permission from Instructor

Term: SP 2019

Class Time: Tuesday 9:00-12:45

Class Room: 4

Instructor: [REDACTED]

Office Hours: F 9:00 – 12:00

Telephone:

E-Mail: [REDACTED]

2. **Catalog Description:**

This course explores the new forms of human-computer interaction based on measurement of brain function and properties. It also introduces methods for extracting rules or learning from data and analysis of integrated man-machine systems. Basics of both supervised and unsupervised learning paradigms will be covered in this course.

3. **Teaching Procedures:**

Teaching procedures for this course will include professional lectures, class discussions, reading assignments and examinations.

Participation in Class Discussion

Class participation is a very important part of the learning process in this course. Although not explicitly graded, you will be evaluated on the QUALITY of your contributions and insights. Quality comments possess one or more of the following properties:

- Offers a different and unique, but relevant, perspective;
- Contributes to moving the discussion and analysis forward;
- Builds on other comments;
- Transcends the “I feel” syndrome. That is, it includes some evidence, argumentation, or recognition of inherent tradeoffs. In other words, the comment demonstrates some reflective thinking.

We will use our assessment of your participation to manage borderline grades. While your participation grade is subjective, it will not be random or arbitrary. And, clearly, more frequent quality comments are better than less frequent quality comments.

4. **Text:**

C. Bishop. *Pattern Recognition and Machine Learning*. ISBN: 9780387310732.

5. **Course Requirements:**

Due to the abundant amount of material that has to be covered in this class, in addition to the regular class periods, extra class might be necessary.

Examinations

There are two in-class exams and they are scheduled as:

Midterm: 6th class

Final: last class

Assignments

Assignments involve both theoretical problems as well as programming problems. The programming will be done in the well-known Matlab language. We will arrange for you to get accounts which provide you access to Matlab. Descriptions of the different assignments will be provided on the main course web site as they become available.

Late Assignments: will be penalized 10% of the available marks per day up to a maximum of three days. Beyond this, no extensions will be granted on homework assignments, except in extreme cases (e.g. medical reasons). Please plan ahead.

6. Grading:

The grading for the course will be based on final project (worth 20%), a midterm test (worth 40%), and a final exam (worth 40%). One must obtain a mark of at least 35/100 on the final examination to pass the course. If a student's grade on the final exam is less than 35%, then their final course grade will be equal to the exam grade.

The course grades are assigned as:

90 – 100%	=	A
80 – 89%	=	B
70 – 79%	=	C
Below 70%	=	F

Note: Scores and grades will not be “curved.” Therefore, any number of students in this course can earn a score of 100 (or 0) on quizzes or exams; and any number of students can earn a grade of A (or F.) By using the preceding factor, a student should constantly be aware of his/her potential final grade in the course. Students are welcome to discuss with the professor regarding to his/her progress or any aspects of the course.

7. Final Project:

Term project requires students to write a report on “Man vs. Machine”. Over the years, man has come up with countless inventions, each more resourceful than the last. However, as the computer age continues, mankind is threatened. The computer has already begun to control so many of the vital functions that man has prided himself upon before. Our lives are now dependent on a computer and what it tells you. The paper is expected to be between 8 and 10 pages in length, including front and back matter. Sections of the paper will be developed throughout the course.

8. Classroom Policies:

Policies regarding to the University academic policies. You can get them from the Student Handbook on the University web-site or in the University catalog.

9. Attendance, Absence, Lateness, Incomplete:

In accordance with the policies of Reagan National University, class attendance is required, and classes will start promptly at the schedule time. If you are absent or excessively late, you will receive a score of zero for the participation of that class.

A course grade of “incomplete” will be given under very unusual circumstances, and only if the student has complete at least 75% of the assigned work by the last day of class and only when an incomplete contract is signed and approved.

Warning: Any cheating and plagiarism will result in a failing grade in the course.

10. Course Outline:

Class 1

Introduction to Data Mining

- What is data mining?
- Related technologies - Machine Learning, DBMS, OLAP, Statistics
- Data Mining Goals
- Stages of the Data Mining Process
- Data Mining Techniques
- Knowledge Representation Methods
- Applications
- Example: weather data

Class 2

Data Warehouse and OLAP

- Data Warehouse and DBMS
- Multidimensional data model
- OLAP operations
- Example: loan data set

Class 3

Data preprocessing

- Data cleaning
- Data transformation
- Data reduction
- Discretization and generating concept hierarchies
- Installing Weka 3 Data Mining System
- Experiments with Weka - filters, discretization

Class 4

Data mining knowledge representation

- Task relevant data
- Background knowledge
- Interestingness measures
- Representing input data and output knowledge
- Visualization techniques
- Experiments with Weka - visualization

Class 5

Attribute-oriented analysis

- Attribute generalization
- Attribute relevance
- Class comparison
- Statistical measures
- Experiments with Weka - using filters and statistics

Class 6

Midterm Exam

Data mining algorithms: Association rules

- Motivation and terminology
- Example: mining weather data
- Basic idea: item sets

- Generating item sets and rules efficiently
- Correlation analysis
- Experiments with Weka - mining association rules

Class 7

Data mining algorithms: Classification

- Basic learning/mining tasks
- Inferring rudimentary rules: 1R algorithm
- Decision trees
- Covering rules
- Experiments with Weka - decision trees, rules

Class 8

Data mining algorithms: Prediction

- The prediction task
- Statistical (Bayesian) classification
- Bayesian networks
- Instance-based methods (nearest neighbor)
- Linear models
- Experiments with Weka - Prediction

Class 9

Evaluating what's been learned

- Basic issues
- Training and testing
- Estimating classifier accuracy (holdout, cross-validation, leave-one-out)
- Combining multiple models (bagging, boosting, stacking)
- Minimum Description Length Principle (MLD)
- Experiments with Weka - training and testing

Class 10

Mining real data

- Preprocessing data from a real medical domain (310 patients with Hepatitis C).
- Applying various data mining techniques to create a comprehensive and accurate model of the data.

Class 11

Clustering

- Basic issues in clustering
- First conceptual clustering system: Cluster/2
- Partitioning methods: k-means, expectation maximization (EM)
- Hierarchical methods: distance-based agglomerative and divisible clustering
- Conceptual clustering: Cobweb
- Experiments with Weka - k-means, EM, Cobweb

Class 12

Final Exam

11. Course Outcome:

Upon completing the course, students are expected to be able to:

- Students are able to apply supervised learning algorithms to prediction problems and evaluate the results.
- Students are able to apply unsupervised learning algorithms to data analysis problems and evaluate results.
- Students are able to apply reinforcement learning algorithms to control problem and evaluate results.
- Students are able to take a description of a new problem and decide what kind of problem (supervised, unsupervised, or reinforcement) it is.

12. Academic Honesty:

It is assumed that all students have familiarized themselves with the university's policy on and definition of academic dishonesty. All work should be the student's own - academic honesty is expected of everyone. Those who do not adhere to university and professional expectations with respect to this will be dealt with in accordance with college policy. In general – students will receive a 0 on their work if they either submit work that isn't their own (including cutting and pasting content from the Internet without proper citation) or allow other students to use their work. A second instance results in failure of the course.

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- Each student turns in work that is his or her own.
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own pass code to access the library.

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Reagan National University

Syllabus

1. **Administrative Information:**

Course Number: CSC 514

Course Title: Database Theory

Credit Hours: 3

Prerequisite: Permission from Instructor

Term: WI 2019

Class Time: Thursday 2:00 – 5:45

Class Room: 1

Instructor: [REDACTED]

Office Hours: SA 11:00 – 1:00

Telephone:

E-Mail: [REDACTED]

2. **Catalog Description:**

This course provides the understanding of the fundamentals of relational systems including data models, database architectures, and database manipulations. The main subjects of the course include the understanding of relational database theories, industry standard SQL, and database design. A conceptual/semantic data modeling with the entity-relationship diagramming technique is also covered.

3. **Teaching Procedures:**

Teaching procedures for this course will include professional lectures, class discussions, reading assignments and examinations.

Participation in Class Discussion

Class participation is a very important part of the learning process in this course. Although not explicitly graded, you will be evaluated on the QUALITY of your contributions and insights. Quality comments possess one or more of the following properties:

- Offers a different and unique, but relevant, perspective;
- Contributes to moving the discussion and analysis forward;
- Builds on other comments;
- Transcends the “I feel” syndrome. That is, it includes some evidence, argumentation, or recognition of inherent tradeoffs. In other words, the comment demonstrates some reflective thinking.

We will use our assessment of your participation to manage borderline grades. While your participation grade is subjective, it will not be random or arbitrary. And, clearly, more frequent quality comments are better than less frequent quality comments.

4. **Text:**

An Introduction to Database Systems by C. J. Date, 8th ed., ISBN-13: 978-0321197849
Published by Addison-Wesley.

5. **Course Requirements:**

Due to the abundant amount of material that has to be covered in this class, in addition to the regular class periods, extra class might be necessary.

Examinations

There are two in-class exams and they are scheduled as:

Midterm: 6th week

Final: last class

6. **Course Requirements:**

Letter grades will be assigned to each student based on a mathematical calculation of the points earned on the examinations. The weights of the exams are:

Midterm	40%
Final	40%
Term Project.....	20%

No makeup exams!!!

The course grades are assigned as:

90 – 100%	=	A
80 – 89%	=	B
70 – 79%	=	C
Below 70%	=	F

Note: Scores and grades will not be “curved.” Therefore, any number of students in this course can earn a score of 100 (or 0) on quizzes or exams; and any number of students can earn a grade of A (or F.) By using the preceding factor, a student should constantly be aware of his/her potential final grade in the course. Students are welcome to discuss with the professor regarding to his/her progress or any aspects of the course.

Computer laboratory

Computer laboratory assignments are designed to supplement and reinforce skills acquired in the particular course which lists this course as a co requisite. In this course, there is an in-class lab component attended by the faculty. Usually, about 30% of class time is dedicated to lab. Faculty will be around when the students are doing their lab assignments.

7. **Term Project:**

Term paper requires students to write a report on “Primary Key in Relational Database”. This paper shall discuss the main feature of a relation database would be the primary key. It is a unique identifier set to each and every record that travels across different tables in relationships. The primary keys job is to make each record unique and it lets data to be kept in more than one table. Each table within a relational database will have a field for the primary key. The paper is expected to be between 8 and 10 pages in length, including front and back matter. Sections of the paper will be developed throughout the course.

8. **Classroom Policies:**

Policies regarding to the University academic policies. You can get them from the Student Handbook on the University web-site or in the University catalog.

9. **Attendance, Absence, Lateness, Incomplete:**

In accordance with the policies of Reagan National University, class attendance is required, and classes will start promptly at the schedule time. If you are absent or excessively late, you will receive a score of zero for the participation of that class.

A course grade of “incomplete” will be given under very unusual circumstances, and only if the student has complete at least 75% of the assigned work by the last day of class and only when an incomplete contract is signed and approved.

Warning: Any cheating and plagiarism will result in a failing grade in the course.

10. Course Outline:

Week	Topics	Reading Assignments
1	INTRODUCTION -- Basic database concepts, terminology, and architecture; Types of database management systems. Differences between relational, key-value, document, and graph models.	Ch. 1, 2
2	DATA MODELING -- Relations, schemas, constraints, queries, and updates; Conceptual vs. physical modeling; Entity types, attributes, keys, roles; Weak types, ER diagrams; ER vs, UML; EER techniques: subclasses and inheritance, union types; Document and Key-Value stores; Graph stores; Knowledge representation and ontologies.	Ch. 3, 4
3	SQL -- Data definition: specifying tables, data types, constraints; Simple SELECT, INSERT, UPDATE, DELETE statements; Complex SELECT queries, including joins and nested queries; Actions and triggers; Views; Altering schemas.	Ch. 5, 6, 7
4	NON-RELATIONAL QUERY LANGUAGES -- Advanced queries for Redis, Mongo, and Neo. RELATIONAL ALGEBRA -- Definition of algebra; Relations as sets; Operations: select, project, join, etc.	Ch. 8
5	DATABASE PROGRAMMING -- Embedded SQL; dynamic SQL, JDBC; Avoiding injection attacks; Stored procedures; Lightweight data access layers for Python and JavaScript applications; PHP and MySQL (well, maybe we'll get to this...); Object Relational Modeling: Hibernate for Java, ActiveRecord for Rails.	Ch. 10, 11
6	Mistern Exam	
7	NORMALIZATION THEORY -- Functional dependencies, 2NF, 3NF, BCNF, 4NF, 5NF; Minimal covers; Relational decompositions.	Ch. 14, 15
8	INDEXING -- Files, blocks, and records; Heap files vs. sorted files; Hashing; RAID; Replication; Single-level and multi-level indexes; B-Trees and B+-trees; Multiple key indexes; Hash, bitmap, and functional indexes.	Ch. 16, 17
9	QUERY PROCESSING AND OPTIMIZATION --	Ch. 18, 19

	Translation of SQL into query plans; fundamental algorithms for external sorting, projection, selection, and joins; Pipelining; Heuristics for optimization.	
10	TRANSACTIONS, CONCURRENCY, AND RECOVERY -- Transaction basics; Concurrency basics; Recovery basics; Sharding in Mongo.	Ch. 20, 21, 22
11	SECURITY -- Overview of security issues; GRANT and REVOKE; Roles; Public-key cryptography; Statistical security; Flow control.	Ch. 30
12	Final Exam	

11. **Course Outcome:**

After successful completion of the course, students are expected to be able to do the following.

- Model databases proficiently at conceptual and logical levels of design. Use the entity-relationship model (E-R) and E-R diagrams with extensions.
- Develop relational database schemas which respect and enforce data integrity represented in E-R diagrams.
- Implement a relational database schema using Structured Query Language (SQL), to create and manipulate tables, indexes, and views.
- Create and use complex queries in SQL.
- Write database application programs with an understanding of transaction management, concurrency control, and crash recovery.

12. **Academic Honesty:**

It is assumed that all students have familiarized themselves with the university's policy on and definition of academic dishonesty. All work should be the student's own - academic honesty is expected of everyone. Those who do not adhere to university and professional expectations with respect to this will be dealt with in accordance with college policy. In general – students will receive a 0 on their work if they either submit work that isn't their own (including cutting and pasting content from the Internet without proper citation) or allow other students to use their work. A second instance results in failure of the course.

13. **Special Needs and Accommodations:**

Please address any special problems or needs at the beginning of the quadmester with the instructor. If you are seeking accommodations based on a disability, you should provide a disability data sheet, which can be obtained from the student services office.

14. **The Learning Environment:**

Reagan National University is committed to providing a positive learning environment in which students of all ages and backgrounds can learn together in a setting that encourages the free exchange of ideas and information. To accomplish this goal, the members of the RNU

Board have established the following expectations for learning.

- All backgrounds and cultures are respected.
- During class discussions, everyone feels welcome to participate and a free exchange of ideas takes place.
- All members of the class arrive on time and leave the class only on breaks or in case of emergency.
- Distractions are kept to a minimum. Cell phones and other electronic devices are turned off in class, labs, and library. Students remain seated throughout class and refrain from talking with classmates while another class member or the instructor has the floor.
- Each student turns in work that is his or her own.
- Consideration is always given to other classes that are taking place in adjoining classrooms.
- At the end of a class, the members of the class and the instructor leave the classroom in good condition so that the next class can begin without disruption.

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RNU's online collection contains over 60,000 volumes comprised of books, journals, videos, and faculty created resources. The Library Research Portal (library@mu.edu) provides access to multiple services and authoritative resources for academic research including books, articles, texts, visual media, and teaching resources. Appropriate sources include scholarly and peer-reviewed journal articles, scholarly books, and well-respected news magazines and newspapers. The Library offers a large number of appropriate sources and each student is required to attend an online Library orientation. Assistance is available to help students select and locate appropriate sources when RNU is open. The online library is available to students 24 hours 7 days a week. All students can connect to the online library through the computers and laptops available at home and on campus. Each student must use their own pass code to access the library.

As an RNU student, you are required to use the RNU online library, as one source, to assist you in completing a required research paper or project.



Reagan National University

Syllabus

1. Administrative Information:

Course Number: CSC 210

Course Title: Database Management

Credit Hours: 3

Prerequisite: CSC 122

Term: SU 2018

Class Time: Wednesday 9:00-12:30

Class Room: 2

Instructor: [REDACTED]

Office Hours: M W 11:00 AM – 1:00 P. M.

Telephone:

E-Mail: [REDACTED]

2. Teaching Procedures:

Teaching procedures for this course will include professional lectures, class discussions, reading assignments and examinations.

Participation in Class Discussion

Class participation is a very important part of the learning process in this course. Although not explicitly graded, you will be evaluated on the QUALITY of your contributions and insights. Quality comments possess one or more of the following properties:

- Offers a different and unique, but relevant, perspective;
- Contributes to moving the discussion and analysis forward;
- Builds on other comments;
- Transcends the “I feel” syndrome. That is, it includes some evidence, argumentation, or recognition of inherent tradeoffs. In other words, the comment demonstrates some reflective thinking.

We will use our assessment of your participation to manage borderline grades. While your participation grade is subjective, it will not be random or arbitrary. And, clearly, more frequent quality comments are better than less frequent quality comments.

3. Text:

Modern Database Management, edition 13th, Jeffrey A. Hoffer, Mary B. Prescott, Heikki Topi, ISBN: 978-0-13-477365-0, Prentice Hall Publishers.

4. Course Requirements:

Letter grades will be assigned to each student based on a mathematical calculation of the points earned on the examinations. The weights of the exams are:

Contribution to Class	10%
Homework	10%
Term paper	20%
Midterm	30%
Final	30%

No makeup exams!!!

The course grades are assigned as:

91 – 100%	-- A
81 – 90%	-- B
71 – 80%	-- C
61 – 70%	-- D
Below 61%	-- F

Note: Scores and grades will not be “curved.” Therefore, any number of students in this course can earn a score of 100 (or 0) on quizzes or exams; and any number of students can earn a grade of “A” (or “F”). By using the preceding factor, a student should constantly be aware of his/her potential final grade in the course. Students are welcome to discuss with the professor regarding to his/her progress or any aspects of the course.

Computer laboratory

Computer laboratory assignments are designed to supplement and reinforce skills acquired in the particular course which lists this course as a co requisite. In this course, there is an in-class lab component attended by the faculty. Usually, about 30% of class time is dedicated to lab. Faculty will be around when the students are doing their lab assignments.

Class Schedule

1	introduction; database design and ER models
2	the relational model, relational algebra and SQL
3	storage and indexing
4	the logical-to-physical mapping; a key-value store <i>Problem Set 1 due</i>
5	transactions
6	midterm exam
7	concurrency control <i>Problem Set 2 due</i>
8	recovery and logging
9	semistructured data and XML <i>Problem Set 3 due</i>
10	XML (cont.); object-oriented/object-relational models distributed databases and replication
11	NoSQL performance tuning; wrap-up and conclusions <i>Problem Set 4 due</i>

12	final exam
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5. Classroom Policies:

You can get policies regarding to the University academic policies from the Student's Handbook on the University web-site or in the University catalog.

6. Attendance, Absence, Lateness, Incomplete:

A course grade of "incomplete" will be given under very unusual circumstances, and only if the student has complete at least 75% of the assigned work by the last day of class and only when an incomplete contract is signed and approved.

7. Course Outcome:

Upon completion of the course, students will:

- Install, configure, and interact with a relational database management system;
- Describe, define and apply the major components of the relational database model to database design;
- Learn and apply the Structured Query Language (SQL) for database definition and manipulation;
- Utilize a database modeling technique for a single entity class, a one-to-one (1:1) relationship between entity classes, a one-to-many (1:M) relationship between entity classes, a many-to-many (M:M) relationship between entity classes, and recursive relationships;
- Define, develop and process single entity, 1:1, 1:M, and M:M database tables;
- Learn and implement the principles and concepts of information integrity, security and confidentiality;
- Apply ethical computing concepts and practices to database design and implementation.

8. Moodle Forum:

We will use the Moodle Forum to extend the class discussion. I will actively participate in all ongoing discussion threads. This is a good place to engage your classmates in discussions of course topics. To encourage all to participate, contributions to the bulletin boards will be counted towards your class participation points. Other aspects of "class participation" will be discussed on the first day of class.

9. Term Paper:

The Term Paper requires students to write a report for "Principles to effectively manage data." This paper focuses mostly on how these principles have been developed and implemented for relational databases. But it will also briefly explore how they can be augmented and applied

well beyond relational contexts, to managing text data, emails, scientific databases, and data on the Web. The paper is expected to be between 8 and 10 pages in length, including front and back matter. Sections of the paper will be developed throughout the course.

10. Internet Use Requirement:

I have included optional homework and project assignments that will require students to use the Internet in order to satisfactorily complete them. Additionally, my web site will maintain copies of supplemental labs and handouts that the student will find beneficial.

11. Academic Honesty:

It is assumed that all students have familiarized themselves with the university's policy on and definition of academic dishonesty. All work should be the student's own - academic honesty is expected of everyone. Those who do not adhere to university and professional expectations with respect to this will be dealt with in accordance with college policy. In general – students will receive a “0” on their work if they either submit work that isn't their own (including cutting and pasting content from the Internet without proper citation) or allow other students to use their work. A second instance results in failure of the course.

12. The Learning Environment:

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number of appropriate sources and each student is required to attend an online Library orientation. Assistance is available to help students select and locate appropriate sources when RNU is open. The online library is available to students 24 hours 7 days a week. All students can connect to the online library through the computers and laptops available at home and on campus. Each student must use their own pass code to access the library.

As an RNU student, you are required to use the RNU online library, as one source, to assist you in completing a required research paper or project.



Reagan National University

Syllabus

1. Administrative Information:

Course Number: MKT 201
Course Title: Marketing Principles
Credit Hours: 3
Prerequisite: N/A
Term: WI 2019
Class Time: TU 14:00 – 17:45
Class Room: 2
Instructor: [REDACTED]
Office Hours: TH 1:00 – 5:00 P. M.
Telephone:
E-mail: [REDACTED]

2. **Catalog Description:**

This course presents the business functions of marketing – marketing mix, segmentation, targeting, positioning, customer value, branding and services. It focuses on the principles and problems of the marketing of goods and the methods of distribution from producer or manufacturer to the consumer. Market planning, market research and competitive analysis will be covered.

3. **Teaching Procedures:**

Teaching procedures for this course will include professional lectures, class discussions, reading assignments and examinations.

Participation in Class Discussion

Class participation is a very important part of the learning process in this course. Although not explicitly graded, you will be evaluated on the **QUALITY** of your contributions and insights. Quality comments possess one or more of the following properties:

- Offers a different and unique, but relevant, perspective;
- Contributes to moving the discussion and analysis forward;
- Builds on other comments;
- Transcends the “I feel” syndrome. That is, it includes some evidence, argumentation, or recognition of inherent tradeoffs. In other words, the comment demonstrates some reflective thinking.

We will use our assessment of your participation to manage borderline grades. While your participation grade is subjective, it will not be random or arbitrary. And, clearly, more frequent quality comments are better than less frequent quality comments.

4. **Text:**

Marketing: An Introduction, 13th ed., ISBN-13: 978-0134132198.

5. **Class Schedule:**

Class Meeting #1	Chapter 1: Review Questions <u>1, 3, 8, 9, & 15</u> <u>PowerPoint: Introductory Lecture</u>
Class Meeting #2	Chapter 2: Review Questions <u>2, 3, 6, 12, & 16</u> Chapter 3: Review Questions <u>2, 5, 7, 10, & 11</u>
Class Meeting #3	Chapter 4: Review Questions <u>1, 2, 4, 5, & 10</u> Chapter 5: Review Questions <u>6, 7, 8, 11, 12 & 14</u>
Class Meeting #4	Chapter 6: Review Questions <u>1, 3, 5, 6, 13, & 14</u>

Class Meeting #5	Examination #1 Chapter 7: Review Questions <u>3, 5, 6, & 7</u>
Class Meeting #6	Chapter 8: Review Questions <u>2, 4, 8, 12, & 13</u> Chapter 9: Review Questions <u>1, 2, 4, 5, & 7</u>
Class Meeting #7	Chapter 10: Review Questions <u>5, 6, 7, 9, 11 & 14</u> Chapter 11: Review Questions <u>3, 4, 7, & 10</u>
Class Meeting #8	Chapter 12: Review Questions <u>2, 3, 6, 8, & 11</u>
Class Meeting #9	Examination #2 Chapter 13: Review Questions <u>1, 3, 5, 6, & 7</u>
Class Meeting #10	Chapter 14: Review Questions <u>1, 2, 6, 10, 12, & 13</u>
Class Meeting #11	Chapter 15: Review Questions <u>1, 6, 9, & 14</u> Chapter 16: Review Questions <u>5, 7, & 11</u>
Class Meeting #12	Chapter 17: Review Questions <u>2, 9, 10, 11, & 12</u> Examination #3

6. Attendance and Participation

Attendance is mandatory. If you miss more than six (6) class sessions, you will be dropped from the course, whether your absences are excused or not. If you do miss a class, it is your responsibility to obtain notes, assignments, etc. from others in attendance. Excessive tardiness or leaving class early will also accumulate as unexcused absences. If you know you cannot attend a class meeting, leave a message in voice mail. In the event of a personal emergency, contact me as soon as possible. Consistent attendance and punctuality are highly appreciated. Positive participation in class discussions and activities is encouraged. Professionalism is expected of you at all times. Attendance and participation are also evaluated in the final course grade rationale.

7. Handouts

Handouts become required reading on distribution. They are chosen by the instructor to reinforce various course concepts, examples, etc. They will not appear in the assignment schedule since they are distributed as needed, again, with the needs, pace, request, direction, etc. of the class itself.

8. Final Course Grade

Activity	Points Possible
3 examinations @100 points each	300 points
Term Project	150 points

Web Site reports @ 50 points 50 points

Total points possible 500 points

Points Possible

The course grades are assigned as:

90 – 100% = A
80 – 89% = B
70 – 79% = C
60 – 69% = D
Below 60% = F

This point system is only a guide. More attention will be paid to letter-grade averages and improvement. Points become more important in "borderline" cases--another reason for the attendance/participation grade.

Term Project

Term paper requires students to write a “Marketing Principles and Business Practice: IKEA”. IKEA is a widely famous furniture retailer company which has started its operation since 1943. Now it has wide variety of 9500 product items. It has been operating in 24 countries with 253 stores among them 32 are run by franchisees. 560 million people visited their stores in 2008 by physic and 455 million on their website. For that they earned 23 billion Euros as sales revenue. The competitive advantage of this company is its low price and sustainable marketing strategy. To compete in the market and to win the customers’ mind they took many business strategies. The paper is expected to be between 8 and 10 pages in length, including front and back matter. Sections of the paper will be developed throughout the course.

9. Assignment Schedule

Please come to each class prepared. Complete your assignment(s) before class time. Please let your instructor know if you have special on-the-job writing needs. We will try to accommodate them. The instructor reserves the right to make additions, deletions, and modifications to the syllabus and course requirements with reasonable notification to the student(s) enrolled.

10. Course Goals and Objectives

Upon successfully completing the course you should be able to:

- Identify and explain important concepts in marketing.
- Apply the important marketing concepts in business and non-business situations.
- Explain the various similarities and differences between business-to-business and consumer marketing.

- Develop skills used to analyze market opportunities - including customer analysis, competitive analysis, and industry analysis
- Explain the relationship of marketing to other business and social science disciplines.

11. Special Needs and Accommodations:

Please address any special problems or needs at the beginning of the quadmester with the instructor. If you are seeking accommodations based on a disability, you should provide a disability data sheet, which can be obtained from the student services office.

12. The Learning Environment:

Reagan National University is committed to providing a positive learning environment in which students of all ages and backgrounds can learn together in a setting that encourages the free exchange of ideas and information. To accomplish this goal, the members of the RNU Board have established the following expectations for learning.

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- All members of the class arrive on time and leave the class only on breaks or in case of emergency.
- Distractions are kept to a minimum. Cell phones and other electronic devices are turned off in class, labs, and library. Students remain seated throughout class and refrain from talking with classmates while another class member or the instructor has the floor.
- Each student turns in work that is his or her own.
- Consideration is always given to other classes that are taking place in adjoining classrooms.
- At the end of a class, the members of the class and the instructor leave the classroom in good condition so that the next class can begin without disruption.

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number of appropriate sources and each student is required to attend an online Library orientation. Assistance is available to help students select and locate appropriate sources when RNU is open. The online library is available to students 24 hours 7 days a week. All students can connect to the online library through the computers and laptops available at home and on campus. Each student must use their own pass code to access the library.

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Reagan National University

Syllabus

1. **Administrative Information:**

Course Number: FIN 500

Course Title: Financial Management

Credit Hours: 3

Prerequisite: No prerequisite.

Term: FA 2018

Class Time: SA 9:00 – 12:45

Class Room: 2

Instructor: [REDACTED]

Office Hours: F 9:00 – 12:00

Telephone:

E-Mail: [REDACTED]

3- Catalog Description:

This course examines the general nature of financial management and focuses in corporate finance. It presents the necessary tools required to objectively approach and solve financial problems as well as enhances the understanding of basic financial theory and practices. It also discusses the topics such as capital budgeting, capital structure and working capital decisions.

4- Course Outcomes:

At the end of this course students will be able to:

- Understand the various stages of expansion overseas that multinational corporations utilize in order to benefit from globalization.
- Describe the international monetary system and the foreign exchange markets.
- Examine the Balance of Payments (BOP) data and determine its implications for international competition.
- Identify the basic philosophies that govern corporate behavior throughout the world.
- Forecast exchange rates based on the parity conditions that should apply between spot rates, forward rates, inflation rates, and interest rates.
- Convert currencies using spot, future, and cross rates and identify arbitrage opportunities.
- Apply knowledge of derivatives to risk management in international financial markets.
- Explain translation, transaction, and economic exposure to exchange rate changes.
- Describe how interest rate risk affects financial decision making in the international business arena.
- Identify the processes and instruments used in the financing of international trade.

5- Teaching Procedures:

Teaching procedures for this course will include, professional lectures, class discussions, reading assignments and examinations.

Participation in Class Discussion

Class participation is a very important part of the learning process in this course. Although not explicitly graded, you will be evaluated on the

QUALITY of your contributions and insights. Quality comments possess one or more of the following properties:

- Offers a different and unique, but relevant, perspective;
- Contributes to moving the discussion and analysis forward;
- Builds on other comments;
- Transcends the “I feel” syndrome. That is, it includes some evidence, argumentation, or recognition of inherent tradeoffs. In other words, the comment demonstrates some reflective thinking.

We will use our assessment of your participation to manage borderline grades. While your participation grade is subjective, it will not be random or arbitrary. And, clearly, more frequent quality comments are better than less frequent quality comments.

6- Text and instructional materials:

Financial Management: Theory & Practice 15th Edition by Eugene F. Brigham, Michael C. Ehrhardt, ISBN-13: 978-1305632295.

The instructor may place required articles or chapters on reserve in the library. Textbooks needed for class are in stock at the campus virtual e-campus bookstore.

7- Course Requirements:

Assignment	Value
Home work Projects	30%
Examination	30%
Final Project	20%
Class Participation	20%
Total	100 %

The course grades are assigned as:

90 – 100% = A

80 – 89% = B

70 – 79% = C

Below 70% = F

Note: Scores and grades will not be “curved.” Therefore, any number of students in this course can earn a score of 100 (or 0) on quizzes or exams; and any number of students can earn a grade of A (or F.) By using the preceding factor, a student should constantly be aware of his/her potential final grade in the course. Students are welcome to discuss with the professor regarding to his/her progress or any aspects of the course.

Final Project: The reading you did should provide you with a topic you can manage. So, decide the specific topic your financial management research paper will focus on. Go for an issue that challenges and interests you. Also, it needs to be an area your faculty members would find valuable. Always have your teacher approve your topic before you start working on it. In most cases, you may have to prepare a research proposal. Doing that saves you time and helps you avoid unnecessary stress down the road.

Studying a broad topic comes with various challenges. If your area of interest is too broad, you cannot thoroughly examine the topic. It is best to select an aspect of a financial management area and focus all your mental energy on it.

For example: Assume your broader research paper topic is “Risk Management: Goldman Sachs.” In this case, you can consider handling a narrower aspect like operational risk. Your new topic would now be “Operational Risk Management at Goldman Sachs.” Your study gets super focused with a narrower topic area. Generally, the narrower the topic, the easier developing it becomes.

Topic ideas and the topic types to avoid: Unless you are super confident about every possible financial management topic, avoid:

- Topics that appear to be too technical
- Topics that seem too specialized
- Topics about which you can't seem to find enough source materials and data

A few Suggested Research Areas

Here are some financial management topic areas you can consider:

- Risk management: This is concerned with how organizations manage unforeseen events and how to minimize their impact on organizational performance. Types of risks include financial risk, economic risk, regulatory risks, human risks etc.
- Corporate governance: Under this topic a student can choose an organization and study the system of rules and processes that govern an organization. A hot topic in this area today is the composition of women in the board and their impact on sustainable business practices.
- Investment management: This topic is concerned with how a financial institution manages its financial resources such as equity, fixed income instruments, commodities and alternative investments.
- Performance management:
- Criminal money management:

Academic Honesty:

Academic honesty is non-negotiable. All assignments submitted in fulfillment of course requirements must be the student's own work. Plagiarism and/or any other form of academic dishonesty will not be tolerated and will result in a grade of zero on the assignment. Students should consult the Student's Handbook on the University web-site or in the University catalog.

The distribution of certain information about students is governed by the Federal Educational Records Protection Act (FERPA). According to FERPA, student grades may not be posted or given over the phone or the Internet.

8- Classroom Policies:

Library Usage

Library usage is required and will be expected in the development of one or more of your class projects. Library resources provide essential sources of data and information that you will need to successfully complete this course.

Please be aware of the limitations of e-mail and adhere to the following guidelines. Unfortunately, because of past experience, the guidelines now include those e-mail behaviors to which no response will be given.

- Include a greeting and salutation in all your e-mails.
- Include the name you prefer to be called.
- Retain all related e-mails at the bottom of any response you send and place your response at the top. I will not search through previous e-mails to attempt to discover the topic of our e-mail exchange, nor will I search through a message for new information.
- Content questions that require in-depth explanation are inappropriate for e-mail and you will receive a response asking you to come to office hours to have the question answered. In online courses, or blended courses, you may be directed to post your question or comments to the appropriate online discussion forum.
- Do not use e-mail in emergency situations or when you need a response in less than 24 hours.

The following types of e-mail will receive no response:

- Any e-mail which contains hostile or accusatory language will remain unanswered and the sender may be reported to the appropriate authorities.
- Any e-mail sent requesting a change of grade for any reason other than an error in calculation or recording of points will remain unanswered.
- Any e-mail sent which contains student opinions about the "fairness" of the course or exams will remain unanswered.

9- Attendance, Absence, Lateness, Incomplete:

- In accordance with the policies of Reagan National University, class attendance is required, and classes will start promptly at the scheduled time. In online courses, attendance will be determined based on discussion participation of at least two days per week each week. If a student does not attend during [three] weeks of the [twelve] week course, he/she will be subject to automatic withdrawal from the course.
- A course grade of “incomplete” will be given only under very unusual circumstances, and only if the student has completed at least 75% of the assigned work by the last day of class and only when an incomplete contract is signed and approved.

10- Course Outline:

<u>DATE</u>	<u>MATERIAL COVERED</u>
Week 1	Chapter 1: Overview of Banking and Financial - Services Industry.
Week 2	Chapter 2: Source and Uses of Bank Funds and Risks of Banking. Chapter 3: Accounting and Economic Models of Bank Value and Performance.
Week 3	Chapter 4: Managing Value and Risk. Chapter 5: Asset-Liability Management (ALM) and Tech for Managing Interest Rate Risk.
Week 4	Chapter 6: Credit Risk and Lending Function: Theory and Practice
Week 5	MIDTERM EXAMINATION
Week 6	Chapter 7: Liquidity Risk and Liability Management.
Week 7	Chapter 8: Bank Investment Mgmt and Investment Banking Chapter 9: No interest Income, Securitization
Week 8	Chapter 10: Management of Credit Risk: Business Lending Chapter 11: Consumer Lending
Week 9	Chapter 12: Commercial real – Estate Lending

	Chapter 13: Bank Capital Structure: Theory and Regulation
Week 10	Chapter 14: Capital and Dividend Management Chapter 15: The theory, objectives, and Agencies of Bank regulation
Week 11	Chapter 16: Deposit Insurance, bank Failures, and the Saving-and-Loan Mess Chapter 20: International Banking and Globalization of the Financial-Service Industry
Week 12	FINAL EXAMINATION

11. Special Needs and Accommodations:

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12. The Learning Environment:

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- Distractions are kept to a minimum. Cell phones and other electronic devices are turned off in class, labs, and library. Students remain seated throughout class and refrain from talking with classmates while another class member or the instructor has the floor.
- Each student turns in work that is his or her own.
- Consideration is always given to other classes that are taking place in adjoining classrooms.
- At the end of a class, the members of the class and the instructor leave the classroom in good condition so that the next class can begin without disruption.

Reagan National University Library Services:

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Reagan National University

Syllabus

1. **Administrative Information:**

Course Number: FIN 517

Course Title: Financial Theory

Credit Hours: 3

Prerequisite: FIN 500

Term: FA 2018

Class Time: M 14:00 – 17:45

Class Room: 2

Instructor: [REDACTED]

Office Hours: F 9:00 – 12:00

Telephone:

E-Mail: [REDACTED]

2. Catalog Description:

The course introduces the functions of public and private financial institutions. It focuses on classical ideas in finance, such as expected utility, risk aversion, mean-variance portfolio analysis, separation thermo, state prices and risk neutral valuation, efficient market. It also provides specific technical knowledge of financial decision-making at these institutions.

3. Teaching Procedures:

Teaching procedures for this course will include professional lectures, class discussions, reading assignments and examinations.

Participation in Class Discussion

Class participation is a very important part of the learning process in this course. Although not explicitly graded, you will be evaluated on the QUALITY of your contributions and insights. Quality comments possess one or more of the following properties:

- Offers a different and unique, but relevant, perspective;
- Contributes to moving the discussion and analysis forward;
- Builds on other comments;
- Transcends the “I feel” syndrome. That is, it includes some evidence, argumentation, or recognition of inherent tradeoffs. In other words, the comment demonstrates some reflective thinking.

We will use our assessment of your participation to manage borderline grades. While your participation grade is subjective, it will not be random or arbitrary. And, clearly, more frequent quality comments are better than less frequent quality comments.

4. Text:

Financial Theory and Corporate Policy (4th Edition) by Copeland, Thomas E.; Weston, J. Fred; Shastri, Kuldeep, ISBN 13: 9780321127211.

5. Course Requirements:

Letter grades will be assigned to each student based on a mathematical calculation of the points earned on the examinations. The weights of the exams are:

Contribution to Class	10%
Homework	10%
Midterm	30%
Final Exam	30%
Term Project	20%

No makeup exams!!!

The course grades are assigned as:

90 – 100% = A

80 – 89% = B

70 – 79% = C

Below 70% = F

Note: Scores and grades will not be “curved.” Therefore, any number of students in this course can earn a score of 100 (or 0) on quizzes or exams; and any number of students can earn a grade of “A” (or “F”.) By using the preceding factor, a student should constantly be aware of his/her potential final grade in the course. Students are welcome to discuss with the professor regarding to his/her progress or any aspects of the course.

Term Project:

Term paper requires students to write a report on “Does Finance Benefit Society?” Academics’ view of the benefits of finance vastly exceeds societal perception. This dissonance is at least partly explained by an under-appreciation by academia of how, without proper rules, finance can easily degenerate into a rent-seeking activity. You need to outline what finance academics can do, from a research point of view and from an educational point of view, to promote good finance and minimize the bad. The paper is expected to be between 8 and 10 pages in length, including front and back matter. Sections of the paper will be developed throughout the course.

Course Schedule

CLASS #	TOPICS
1	Present Value Relations
2	Fixed-Income Securities
3	Equities
4	Forward and Futures Contracts
5	Options
6	Midterm Exam
7	Risk and Return

8	Portfolio Theory
9	The CAPM and APT
10	Forward and Futures Contracts II & Options I
11	Capital Budgeting
12	Final Exam

6. Classroom Policies:

You can get policies regarding to the University academic policies from the Student Handbook on the University web-site or in the University catalog.

7. Attendance, Absence, Lateness, Incomplete:

A course grade of “incomplete” will be given under very unusual circumstances, and only if the student has complete at least 75% of the assigned work by the last day of class and only when an incomplete contract is signed and approved.

8. Course Outcome:

If you do well in this course, you will be able to:

- Use research to describe patterns of trade, opportunities in local/state/national areas, and pertinent statistics.
- Demonstrate familiarity with relevant economic theory.
- Display an appreciation for the political, economic, technological, sociological environment.
- Master fundamental import, export and barter procedures.
- Understand the process of market assessment and development.
- Know the role of production and sourcing.
- Discuss the sources and methods of financing trade transactions.
- Describe exchange rates, accounting and tax implications, basic insurance and contract aspects.

- Describe international management and labor peculiarities and national customs.
- Differentiate variations and developments such as export, trading companies, counter trade, joint ventures, subcontracting, turnkey operations.
- Know concepts such as multinational firms, LDC's (Lesser Developed Countries).
- Discuss the basics of relevant government laws - documentation, customers and brokerage.

9. Moodle Forum:

We will use the Moodle Forum to extend the class discussion. I will actively participate in all ongoing discussion threads. This is a good place to engage your classmates in discussions of course topics. To encourage all to participate, contributions to the bulletin boards will be counted towards your class participation points. Other aspects of "class participation" will be discussed on the first day of class.

10. Academic Honesty:

It is assumed that all students have familiarized themselves with the university's policy on and definition of academic dishonesty. All work should be the student's own - academic honesty is expected of everyone. Those who do not adhere to university and professional expectations with respect to this will be dealt with in accordance with college policy. In general – students will receive a “0” on their work if they either submit work that isn't their own (including cutting and pasting content from the Internet without proper citation) or allow other students to use their work. A second instance results in failure of the course.

11. Special Needs and Accommodations:

Please address any special problems or needs at the beginning of the quadmester with the instructor. If you are seeking accommodations based on a disability, you should provide a disability data sheet, which can be obtained from the student services office.

12. The Learning Environment:

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- Distractions are kept to a minimum. Cell phones and other electronic devices are turned off in class, labs, and library. Students remain seated throughout class and refrain from talking with classmates while another class member or the instructor has the floor.
- Each student turns in work that is his or her own.
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Reagan National University

Syllabus

1. **Administrative Information:**

Course Number: CSC 511

Course Title: Computer Architecture

Credit Hours: 3

Prerequisite: Permission from Instructor

Term: WI 2019

Class Time: Monday 9:00 – 12:45

Class Room: 2

Instructor: [REDACTED]

Office Hours: SA, SU 1:00 – 2:30 P. M.

Telephone: [REDACTED]

E-mail: [REDACTED]

2. Catalog Description:

This course provides an understanding of modern computing technology through an in-depth study of the interface between hardware and software. It demonstrates the computer architecture from the application programs down to the hardware levels. Topics covered are applications of digital logic circuits, register transfer logic and assembly language to the design and operation reviewed.

3. Teaching Procedures:

Teaching procedures for this course will include professional lectures, class discussions, reading assignments and examinations.

Participation in Class Discussion

Class participation is a very important part of the learning process in this course. Although not explicitly graded, you will be evaluated on the QUALITY of your contributions and insights. Quality comments possess one or more of the following properties:

- Offers a different and unique, but relevant, perspective;
- Contributes to moving the discussion and analysis forward;
- Builds on other comments;
- Transcends the “I feel” syndrome. That is, it includes some evidence, argumentation, or recognition of inherent tradeoffs. In other words, the comment demonstrates some reflective thinking.

We will use our assessment of your participation to manage borderline grades. While your participation grade is subjective, it will not be random or arbitrary. And, clearly, more frequent quality comments are better than less frequent quality comments.

4. Text:

Computer Architecture by William Stallings, latest ed., ISBN-13: 9780134997193 published by MacMillan.

5. Course Requirements:

Due to the abundant amount of material that has to be covered in this class, in addition to the regular class periods, extra class might be necessary.

Examinations

There are two in-class exams and they are scheduled as:

Midterm: 6th class

Final: last class

6. **Course Requirements:**

There will be a in-class quiz in each class and the quiz material will be announced at the end of each class. Letter grades will be assigned to each student based on a mathematical calculation of the points earned on the examinations. The weights of the exams are:

Quiz	10%
Midterm	35%
Final	35%
Term Project	20%

No makeup exams!!!

The course grades are assigned as:

90 – 100%	=	A
80 – 89%	=	B
70 – 79%	=	C
Below 70%	=	F

Note: Scores and grades will not be “curved.” Therefore, any number of students in this course can earn a score of 100 (or 0) on quizzes or exams; and any number of students can earn a grade of A (or F.) By using the preceding factor, a student should constantly be aware of his/her potential final grade in the course. Students are welcome to discuss with the professor regarding to his/her progress or any aspects of the course.

Computer laboratory

Computer laboratory assignments are designed to supplement and reinforce skills acquired in the particular course which lists this course as a co requisite. In this course, there is an in-class lab component attended by the faculty. Usually, about 30% of class time is dedicated to lab. Faculty will be around when the students are doing their lab assignments.

7. **Term Project:**

This course is a hands-on research oriented course. You (in groups of two or three) are expected to propose, conduct, and experimentally evaluate a 2-3-month long research project whose goal is to advance the state-of-the-art and/or current understanding in computer architecture or a related subject. The topic of the project is flexible, but it must be approved by me. This is your

chance to explore in depth a computer architecture topic that interests you and perhaps even publish your innovation in a top computer architecture conference. I strongly encourage you to start thinking about your project topic as early as possible and interacting with me to crystallize it over time.

8. Classroom Policies:

Policies regarding to the University academic policies. You can get them from the Student Handbook on the University web-site or in the University catalog.

9. Attendance, Absence, Lateness, Incomplete:

In accordance with the policies of the Reagan National University, class attendance is required, and classes will start promptly at the schedule time. If you are absent or excessively late, you will receive a score of zero for the participation of that class.

A course grade of “incomplete” will be given under very unusual circumstances, and only if the student has complete at least 75% of the assigned work by the last day of class and only when an incomplete contract is signed and approved.

Warning: Any cheating and plagiarism will result in a failing grade in the course.

10. Course Outline:

Week	Topics	Reading Assignments
1	MIPS Assembly language. , <ul style="list-style-type: none"> • The Von Neumann machine • Instructions • registers, • arithmetic, add , addi translating high level arithmetic into assembly. 	Ch. 1
2	More on Mips Assembly <ul style="list-style-type: none"> • Memory and Registers, lw and sw. Addressing modes. • Arrays. Some example programs with arrays. Subroutines • Stacks and the answer to recursive subroutines 	Ch. 2, 3
3	Revision of Digital logic. (a) logic gates, truth tables, implementing truth tables. (b) Longest path.	Ch. 4
4	Arithmetic (a) Binary numbers, hex-numbers.	Ch. 5

	(b) The concept of representation. (c) Negative Numbers and Two's complement (d) The evils of floating point. i. All that you needed to know about floating point. ii. Floating point addition is not associative	
5	Implementing Addition, Ripple adder, Faster Adder. Reading Tanenbaum 3.2.3. Handout on the ripple carry adder.	Ch. 6, 7
6	Midterm Exam	
7	Implementing the MIPS processor • Latches and memory Reading Tanenbaum 3.3. • The single cycle approach. Nothing much in Tanenbaum. Look at the slides. The basic idea, use the opcode of the instruction to specify what functional units have to be switched on. Do everything in a single cycle. • Problems with the single cycle approach. Slowest instruction gives the cycle time, a functional unit can only be used for one thing at a time so have to repeat functional units, separate adders.	Ch. 8
8	Multicycle implementations • The concept of a cycle. • Finite state machines. • Balancing the work into single cycles. • Controlling the work done with a finite state machine. • The five cycles of the MIPS.	Ch. 9, 10
9	Implementing Finite State machines • Roms, PLAs • Microcode • RISC/CISC • Microcode and some modern processors.	Ch. 11
10	Pipelines • Doing more than one thing at once. • Problems with pipelines, stalls, branch delay slots. • Making programs faster by avoiding stalls.	Ch. 12
11	Caches. • Principle of locality • Direct Mapped Caches • Set Associative Caches • LRU • write through, write back • Cache line, length	Ch. 13
12	Final Exam	

11. Course Outcome:

By the end of the course, the student should understand the major architectural styles and appreciate the compromises that they encapsulate. They should be able to read outline descriptions of real processors and understand in which way their designs fit into the frameworks described in the course. They should also be able to understand the impact of design choices in programming in the context of a specific architecture.

12. Academic Honesty:

It is assumed that all students have familiarized themselves with the university's policy on and definition of academic dishonesty. All work should be the student's own - academic honesty is expected of everyone. Those who do not adhere to university and professional expectations with respect to this will be dealt with in accordance with university policy. In general – students will receive a 0 on their work if they either submit work that isn't their own (including cutting and pasting content from the Internet without proper citation) or allow other students to use their work. A second instance results in failure of the course.

13. Special Needs and Accommodations:

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14. The Learning Environment:

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Reagan National University

Syllabus

1. Administrative Information:

Course Number: ECO 307

Course Title: The Global Economy

Credit Hours: 3

Prerequisite: ECO 201, 202.

Term: SP 2019

Class Time: Saturday 14:00 – 17:45

Class Room: 3

Instructor: [REDACTED]

Office Hours: M TU 11:00 AM – 1:00 P. M.

Telephone:

E-Mail: [REDACTED]

2. Catalog Description:

This course aims to deepen your understanding of real world economic issues, while providing you with a stronger analytical base. We will focus on international trade theory and policy, and issues in international finance.

3. Teaching Procedures:

Teaching procedures for this course will include professional lectures, class discussions, reading assignments and examinations.

Participation in Class Discussion

Class participation is a very important part of the learning process in this course. Although not explicitly graded, you will be evaluated on the QUALITY of your contributions and insights. Quality comments possess one or more of the following properties:

- Offers a different and unique, but relevant, perspective;
- Contributes to moving the discussion and analysis forward;
- Builds on other comments;
- Transcends the “I feel” syndrome. That is, it includes some evidence, argumentation, or recognition of inherent tradeoffs. In other words, the comment demonstrates some reflective thinking.

We will use our assessment of your participation to manage borderline grades. While your participation grade is subjective, it will not be random or arbitrary. And, clearly, more frequent quality comments are better than less frequent quality comments.

4. Text: The World Economy: Geography, Business, Development (6th Edition) by F.P. Stutz and B. Warf, Pearson Prentice Hall, ISBN-13: 978-0321722508.

5. Course Requirements:

Due to the abundant amount of material that has to be covered in this class, in addition to the regular class periods, extra class might be necessary.

Examinations

There are three in-class tests and one final exam.

Letter grades will be assigned to each student based on a mathematical calculation of the points earned on the examinations. The weights of the exams are:

3 Tests	45%
Final Exam	25%
Final Project.....	30%

The course grades are assigned as:

90 – 100%	=	A
80 – 89%	=	B
70 – 79%	=	C
60 – 69%	=	D
Below 60%	=	F

Note: Scores and grades will not be “curved.” Therefore, any number of students in this course can earn a score of 100 (or 0) on quizzes or exams; and any number of students can earn a grade of A (or F.) By using the preceding factor, a student should constantly be aware of his/her potential final grade in the course. Students are welcome to discuss with the professor regarding to his/her progress or any aspects of the course.

6. Final Project:

Final project requires students to write a report on “International Trade and The Global Economy.” The global economy needs free trade. Countries need free trade. Trade with other countries occurs at some level in every country globally. There may be some indigenous tribes within some countries that can lay the claim that they are self-sufficient, however, there is not a single country that can say the same. The paper is expected to be between 8 and 10 pages in length, including front and back matter. Sections of the paper will be developed throughout the course.

Course Schedule

Week 1 Chapters 1 & 2

- Introduction to Global Economy Course: Globalization of Culture and Economy. IT and Globalization.
- Globalization vs. Diversity. 4 major Questions of World Economy. Types of Political Economies.
- Historical Development of Capitalism: Emergence and Nature. Industrial Revolution.
- Colonialism. Historiography of Conquest. Cultural Westernization.

Week 2 Chapter 5

- Theoretical Considerations. Factors of Location. Alfred Weber and location theory.
- Principals of Scale Economics, Industrial Location Theory, Geographic Organization of Corporations.

Week 3 Test 1 (20% final grade)

Week 4 Chapters 3 & 4

- Demography: Population Change and Structure. Demographic Transition Theory.

- Migration and The Gravity Model. Population Distribution.
- Types of Resources and Their Limits. Resources and Population. Expanding Resource Base and Intensifying Productivity.
- Energy Resources: Production, Consumption, Alternatives. Human Modification of Environment.

Week 5 Chapters 6 & 7

- Agriculture. Land Use and Industrialization of Agriculture. Systems of Agricultural Production. Farming in North America.
- The Nature of Manufacturing. Manufacturing in the United States. Globalization of Manufacturing.
- Product Cycles and Locational Adjustments. Information Technologies as a Part of Manufacturing Economic Activity

Week 6 Test 2 (20% final grade)

Week 7 Chapters 8 & 9

- Services and Forces Driving their Growth. Labor Characteristics: Intensity, Composition, Education.
- Financial Services: Components, Regulations, Location, Technologies. Tourism.
- Transportation Networks in Historical Perspective. Transportation Costs and Policy. Personal Mobility in Chapter 9 3 the United States.
- Other Components of Infrastructure. Telecommunications and Geography. Impacts of Information Technologies.

Week 8 Chapters 10 & 11

- Cities as Reflection of Economic Development: from First Cities to Global Cities. Intraurban Spatial Organization.
- Urban Hierarchy. Sprawling Metropolis and Problems of the U.S. City.
- Theoretical Perspective on Consumption. Geographies of Consumption. Environmental Dimensions of Consumption.

Week 9 Test 3 (20% final grade)

Week 10 Chapter 12 & 13

- Notions of Comparative and competitive advantage. International Money and capital markets.
- Barriers to International Trade and Regional Economic Integration. Lessons of Globalization.
- World Patterns of Trade. Role of The USA in the Global Trade. Emerging Markets and Global Trade Flows.

Week 11 Chapter 14

- Measurements and Geography of Economic Development. Major Theories: Modernization, Dependency, and World Systems.
- Characteristic Problems of Developed and Underdeveloped Countries.
- “International Conference on Global Development “. Development Strategies.

Week 12 Final Exam (25% final grade)

7. Classroom Policies:

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8. Attendance, Absence, Lateness, Incomplete:

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9. Course Outcome:

This course has four broad goals.

- (1) The first goal is that students will come out of this course better able to apply economic principles to evaluate international news and policy proposals (e.g., tariffs, free trade areas).
- (2) At the end of the semester, students will be able to discuss some of the economic features of globalization as well as identify and counter some of the misperceptions about globalization found in the media and elsewhere.
- (3) Students will become familiar with the institutions of the international economy. This includes international arrangements such as a common market and the most favored nation (MFN) principle as well as international organizations such as the World Trade Organization (WTO) and International Monetary Fund (IMF).
- (4) For those students who choose to take further economics courses, that this course will prepare them with the theoretical tools and knowledge to be successful.

10. Academic Honesty:

It is assumed that all students have familiarized themselves with the university's policy on and definition of academic dishonesty. All work should be the student's own - academic honesty is expected of everyone. Those who do not adhere to university and professional expectations with respect to this will be dealt with in accordance with college policy. In general – students

will receive a 0 on their work if they either submit work that isn't their own (including cutting and pasting content from the Internet without proper citation) or allow other students to use their work. A second instance results in failure of the course.

11. Special Needs and Accommodations:

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Reagan National University

Syllabus

1. **Administrative Information:**

Course Number: ENG 111

Course Title: College English I

Credit Hours: 3

Prerequisite: N/A

Term: WI 2019

Class Time: Tuesday 2:00 – 5:45

Class Room:

Instructor: ██████████

Office Hours: M, W 1:00 – 5:00 P. M.

Telephone:

E-mail: ████████████████████

2. **Catalog Description:**

This course incorporates reading, research and critical thinking of the college level student. It focuses on skills required for effective writing in a variety of contexts, with emphasis on exposition, analysis, and argumentation, and also includes introductory use of a variety of research skills.

3. **Teaching Procedures:**

Teaching procedures for this course will include professional lectures, class discussions, reading assignments and examinations.

Participation in Class Discussion

Class participation is a very important part of the learning process in this course. Although not explicitly graded, you will be evaluated on the **QUALITY** of your contributions and insights. Quality comments possess one or more of the following properties:

- Offers a different and unique, but relevant, perspective;
- Contributes to moving the discussion and analysis forward;
- Builds on other comments;
- Transcends the “I feel” syndrome. That is, it includes some evidence, argumentation, or recognition of inherent tradeoffs. In other words, the comment demonstrates some reflective thinking.

We will use our assessment of your participation to manage borderline grades. While your participation grade is subjective, it will not be random or arbitrary. And, clearly, more frequent quality comments are better than less frequent quality comments.

4. **Text:**

1. The Scott, Foresman Handbook for Writers. 9th ed. **ISBN-13:** 978-0205751983
2. The St. Martin's Guide to Writing. 12th ed. SHORT (soft cover) EDITION. ISBN-13: 978-1319104382.
3. Patterns of Reflection. 7th ed. ISBN-13: 978-0205645954.
4. Recommended: a college-level, portable dictionary

5. **Course Content:**

- analytical reading strategies: purpose; audience; organization; main idea; primary and secondary support.
- critical thinking strategies: denotation and connotation; level of abstraction; analyzing tone; determining slant; examining style; identifying facts, inferences, and judgments; emotional

blocks to reason; logical fallacies; deductive and inductive reasoning; making connections (examination of basis for agreement or disagreement).

- the writing process: generating ideas; deciding on audience, purpose, point of view; reading and answering comprehension questions; developing specific support; organizing support; drafting; critical reading/analysis; revising for unity and coherence; revising for sentence variety and clarity; editing for effective word choice and mechanical correctness.
- writing strategies: personal/experiential (narration, description, exposition,); responses to reading (factual, personal, analytical); subject-oriented (exposition/illustration, process analysis, division/classification, comparison/contrast, cause/effect, definition, argument/persuasion).

Week 1:

- Course Introduction/Syllabus/ Materials for In-Class Assessed Essay
- In Class Assessed Essay—Required to pass course!
- The Academic Writer Chapter 2 (pp. 20-37)/On Compassion (pp.46-49)/Descriptive Writing Strategies

Week 2:

- Descriptive Essay Assigned/Descriptive Essay Example: Shooting Dad (p. 412)
- The Academic Writer Chapter 1

Week 3:

- The Academic Writer Chapter 4
- Descriptive Essay Peer Edit
- Chapter 4 (cont.)/ Descriptive Essay Rough Draft Due/Personal Narrative Essay Assigned

Week 4:

- The Academic Writer Chapter 9/Personal Essay Example: The Joy of Reading and Writing: Superman and Me (pp. 15-19)
- Personal Narrative Essay Peer Edit/On Dumpster Diving (pp. 146-158)
- The Academic Writer Chapter 10/Personal Narrative Essay Rough Draft Due

Week 5:

- No class—Portfolio 1 Conferences/Return Rough Drafts
- The Academic Writer Chapter 10 (cont.)/Definition Strategies/Extended
- Definition Essay Assigned
- Portfolio 1 Due/Extended Definition Example: On Being A Cripple (p. 244)

Week 6:

- Extended Definition Essay Peer Edit
- Extended Definition Rough Draft Due/Process Analysis Strategies
- Process Analysis Essay Examples/Process Analysis Essay Assigned

Week 7:

- Process Analysis Examples (cont.)
- Process Analysis Peer Edit
- Process Analysis Rough Draft Due/Usability Tests Extra Credit

Week 8:

- The Academic Writer Chapter 3
- Portfolio 2 Due/Chapter 3 (cont.)/Rhetorical Analysis Essay Assigned

Week 9:

- Rhetorical Analysis Essay Examples/The Academic Writer Chapter 5
- Rhetorical Analysis Peer Edit
- The Academic Writer Chapter 5 (cont).

Week 10:

- Rhetorical Analysis Rough Draft Due/Problem Solving Strategies
- Turkeys in the Kitchen (pp.72-75)/Problem Solving Essay Assigned
- Problem Solving Essay Examples/ A Modest Proposal (p. 387-395)

Week 11:

- Problem Solving Peer Edit
- The Academic Writer Chapter 12
- Problem Solving Essay Rough Draft Due/Postscript

Week 12: Final Exam

6. Attendance and Participation

Attendance is mandatory. If you miss more than six (6) class sessions, you will be dropped from the course, whether your absences are excused or not. If you do miss a class, it is your responsibility to obtain notes, assignments, etc. from others in attendance. Excessive tardiness or leaving class early will also accumulate as unexcused absences. If you know you cannot attend a class meeting, leave a message in voice mail. In the event of a personal emergency, contact me as soon as possible.

Consistent attendance and punctuality are highly appreciated.

Positive participation in class discussions and activities is encouraged.

Professionalism is expected of you at all times.

Attendance and participation are also evaluated in the final course grade rationale.

7. All Assignments

All assignments are due as discussed and set forth in class. Any assignment or due-date listed in the assignment schedule is tentative (subject to change) in consideration of the needs, pace, request, etc. of the class. Out-of-class papers should be typed or word-processed. If that presents a hardship, please see me as soon as possible. (You may use the computer lab during open lab hours. Assistance is also available in the Learning Enhancement Center.)

Please photocopy typed papers or make a back-up disk if you process them. ("The dog ate my homework," has more currently been replaced by "The computer ate my essay.")

In-class essays must be written in blue/black inks or felt-tips (fine or medium) or #2 pencils. Standard notebook paper is preferred. Write on only one side of each page for these assignments.

All out-of-class and in-class papers must bear the following: title; your name; course name and prefix; instructor's name; date submitted. Staple your out-of-class papers (upper-left corner). *Please do not use plastic report covers or similar binders.* Late Papers will be accepted in extreme circumstances and only by the instructor's permission. They will be docked one letter grade.

Handouts

Handouts become required reading on distribution. They are chosen by the instructor to reinforce various course concepts, examples, etc. They will not appear in the assignment schedule since they are distributed as needed, again, with the needs, pace, request, direction, etc. of the class itself.

Quizzes, Exercises, In-Class Essays

These activities may not be made up in the event of tardiness or unexcused absences. Quizzes may be announced or unannounced.

The Journal Requirement

Your journal should be thought of as an "anything goes" assignment. (Please don't let this turn into a diary: diaries have "private" voices. Journals have public voices.) A handout will illustrate ideas for writing in your journal. If you want a head start, review "Journals" in The St. Martin's Guide, p. 438.

Final (essay) Exam

Your attendance during the scheduled final exam period and completion of the final essay exam is required for full course credit--no exceptions.

8. **Plagiarism**

If you are unsure of what plagiarism is and how it happens, please see pp. 555--560 of your Handbook. Plagiarism will result in a failing paper or final course grade or in other disciplinary actions in accord with CCC policies. Any form of academic dishonesty may result in assignment grades of "F," a final course grade of "F," or other disciplinary actions.

9. **All Assignments and Grading**

All assignments are due as discussed and set forth in class. All graded assignments follow the traditional 90%/A, 80%/B, 70%/C, etc. system (letter grades and point-values).

Essay grades: The A paper is superior in all areas of composition. The B paper is excellent with minor weaknesses in only one area of composition. The C paper is competent but deficient in two or more areas of composition (such as a lack of adequate development and some organizational problems). The D paper is lacking in three or more areas of composition and lacks college-level competencies. The F paper fails in several areas. "Areas of composition" include grammar, mechanics, usage, attention to audience, purpose, development of controlling idea (examples, illustration, etc.), organization, sentence and paragraph variety, voice, tone, style, etc. Specific points are not deducted for each type of error. The numerical score indicates the letter-grade level. For example, a grade of 85/B is a mid-level B paper. A grade of 78/C+ implies the paper was going in a B direction, but was in need of revision or correction in at least two areas. An 80/B- indicates the paper was "almost" a C, but a certain strength justifies the B-level.

Essay topics will be derived from required readings, class discussions, and lecture material.

Please allow 1-2 weeks turnaround time for graded essays.

10. **Final Course Grade**

3 In-Class Essays (50 pts. ea.)	150 pts.
5 Out-of-Class Essays (100 pts. ea.)	500 pts.
Journal	100 pts.
Quizzes, Exercises (10-25 pts. ea.)	50 pts.
Attendance/Participation	100 pts.
Final Exam	200 pts.
Total Course Points	1,100 pts.

90% = 990-1,100 pts. A

80% =	880---989 pts.	B
70% =	770---779 pts.	C
60% =	660---679 pts.	D
	0---659 pts.	F

This point system is only a guide. More attention will be paid to letter-grade averages and improvement. Points become more important in "borderline" cases--another reason for the attendance/participation grade.

11. General

Professional behavior is expected at all times. Please do not bring food or drink into the classroom. The use of tobacco products is also prohibited in CCC facilities.

The Learning Enhancement Center (Room 18) provides free learning assistance for all registered CCC students. You are encouraged to consult LEC staff regarding any class assignment. Some students may also be directly referred to the LEC for specific assistance. The LEC also houses CCC's library services.

12. Assignment Schedule (attached, or to be distributed)

Please come to each class prepared. Complete your assignment(s) before class time. Please let your instructor know if you have special on-the-job writing needs. We will try to accommodate them.

-- The instructor reserves the right to make additions, deletions, and modifications to the syllabus and course requirements with reasonable notification to the student(s) enrolled.

13. Course Learning Outcomes

1. to prepare students for the reading, critical thinking, and writing skills demanded in college courses.
2. to train students to read analytically and effectively; to write grammatically correct, well- organized, well-supported essays in various styles; to improve student comprehension of the role of writing in college and career success; to require students to write 10,000 words of assigned writing, half of which must be instructor evaluated.
3. students will read critically and analytically with attention to style, tone, diction, and logic; synthesize ideas from readings with their own experiences and ideas; follow the writing process (idea generating, organizing, drafting, revising, proofreading); analyze and critique their own writing and peer editing; make informed decisions concerning purpose, audience, point of view, controlling idea, organization, and logical reasoning; write a variety of complete, clear, and correct sentences; make informed choices in style and diction; improve their writing by revising for unity, coherence, sentence variety and clarity; edit for usage, spelling, and mechanics; write a final exam essay illustrating sufficient competency to succeed in English 112.

14. Academic Honesty:

It is assumed that all students have familiarized themselves with the university's policy on and definition of academic dishonesty. All work should be the student's own - academic honesty is expected of everyone. Those who do not adhere to university and professional expectations with respect to this will be dealt with in accordance with college policy. In general – students will receive a 0 on their work if they either submit work that isn't their own (including cutting and pasting content from the Internet without proper citation) or allow other students to use their work. A second instance results in failure of the course.

15. Special Needs and Accommodations:

Please address any special problems or needs at the beginning of the quadmester with the instructor. If you are seeking accommodations based on a disability, you should provide a disability data sheet, which can be obtained from the student services office.

16. The Learning Environment:

Reagan National University is committed to providing a positive learning environment in which students of all ages and backgrounds can learn together in a setting that encourages the free exchange of ideas and information. To accomplish this goal, the members of the RNU Board have established the following expectations for learning.

- All backgrounds and cultures are respected.
- During class discussions, everyone feels welcome to participate and a free exchange of ideas takes place.
- All members of the class arrive on time and leave the class only on breaks or in case of emergency.
- Distractions are kept to a minimum. Cell phones and other electronic devices are turned off in class, labs, and library. Students remain seated throughout class and refrain from talking with classmates while another class member or the instructor has the floor.
- Each student turns in work that is his or her own.
- Consideration is always given to other classes that are taking place in adjoining classrooms.

At the end of a class, the members of the class and the instructor leave the classroom in good condition so that the next class can begin without disruption.

Reagan National University Library Services:

RNU's online collection contains over 60,000 volumes comprised of books, journals, videos, and faculty created resources. The Library Research Portal (library@mu.edu) provides access to multiple services and authoritative resources for academic research including books, articles, texts, visual media, and teaching resources. Appropriate sources include scholarly and peer-reviewed journal articles, scholarly books, and well-respected news magazines and newspapers. The Library offers a large number of appropriate sources and each student is required to attend an online Library orientation. Assistance is available to help students select and locate appropriate sources when RNU is open. The online library is available to students 24 hours 7 days a week. All students can connect to the online library through the computers and laptops available at home and on campus. Each student must use their own pass code to access the library.

As an RNU student, you are required to use the RNU online library, as one source, to assist you in completing a required research paper or project.