



蘇州大學
Soochow University

CS 361 Fundamentals of Informatics

Summer 2024

Course Credits: 4

Contact Hours: 56 hours

Instructor: TBA

Email: TBA

COURSE OBJECTIVES

This course is designed to provide newly admitted Informatics students with the foundational knowledge and skills necessary for success in the major. The course covers a wide range of topics essential for students to thrive within the Informatics program, including an understanding of the iSchool/Informatics mission, culture, values, expectations, and available resources. By the end of the course, students will have gained a comprehensive understanding of the Informatics program, as well as the skills and knowledge needed to excel academically and professionally within the field.

Upon Completion of this Course, students will be able to:

1. Define and articulate the mission, culture, and values of the iSchool/Informatics.
2. Explore the various degree options within Informatics and understand their respective requirements.
3. Develop strategies for effective time management and organization to excel academically.
4. Explore principles of leadership and how they apply within the field of Informatics.
5. Develop and optimize a LinkedIn profile to enhance networking opportunities within the Informatics community.

PREREQUISITES

N/A



GRADING

Grades will be determined by accumulating points, with 100 points being the maximum, as follows:

ITEM	POINTS
3 Quizzes	30 Points
2 Projects	20 Points
Midterm	20 Points
Final Presentation and Exam	30 Points
Total	100 Points

Late submissions will be graded at the end of the course. Grades will be assigned according to the following rule:

$A \geq 90 > B \geq 80 > C \geq 70 > D \geq 60 > F$.

We reserve the right to make adjustments to the overall grading policy.

COURSE MATERIALS

Required Texts:

Donna Serdula, *LinkedIn Profile Optimization For Dummies*, 2nd Edition, For Dummies, 2020.

Recommended (Optional) Texts or Other Materials:

None

COURSE TOPICS

MODULE	TASKS
Module 1	Topics: Topic 1: Overview of the iSchool/Informatics mission, culture, and values Topic 2: Overview of various specializations within Informatics Topic 3: Discussion on potential career paths in Informatics Topic 4: Time management and organizational strategies for success Assessments: Quiz#1



Module 2	<p>Topics: Topic 5: Developing effective study habits in the Informatics major Topic 6: Importance of participation, engagement, and communication in class Topic 7: Understanding the significance of teamwork in Informatics Topic 8: Developing leadership skills and effective collaboration techniques</p> <p>Assessments: Project#1 Quiz#2</p>
Module 3	<p>Topics: Topic 9: Real-world examples of successful team projects in Informatics Topic 10: Crafting a compelling resume tailored to the Informatics industry Topic 11: Creating a portfolio showcasing relevant projects and achievements Topic 12: Highlighting skills and experiences aligning with career goals</p> <p>Assessments: Midterm</p>
Module 4	<p>Topics: Topic 13: Incorporating feedback and continuous improvement of the portfolio Topic 14: Getting Your LinkedIn Profile Started Topic 15: Ten Tips for a Perfect Profile Picture Topic 16: Detailing Your Career Trajectory and Creating the Ultimate First</p> <p>Assessments: Project#2 Quiz#3</p>
Module 5	<p>Topics: Topic 17: Optimizing a LinkedIn profile for networking and job opportunities Topic 18: Practicing behavioral and technical interview questions Topic 19: Developing effective communication skills for interviews Topic 20: Understanding the purpose and structure of career fairs</p> <p>Assessments: Final Exam Final Presentation</p>

ATTENDANCE

1) Class attendance is required. Missing classes without permission will lead to decrease in overall grade.

Missing less than two classes: no penalty.

Missing more than two classes: 7% will be taken off from the overall grade.

If the instructor reports a student's frequent missing of class to the Soochow University Academic Administration Office, the student might get a written warning



and might be prohibited from attending final exam.

2) Participants in this course are expected to arrive in class promptly and adequately prepared. The primary objective of this course is to critically engage with the readings and the subject matter. Therefore, course participants are expected to have completed the reading prior to class and prepare thoughtful reflections/commentaries to share with fellow colleagues.

LEARNING REQUIREMENTS

- 1) Late assignments are not acceptable and are subjected to grade deductions.
- 2) Assignments submitted in the wrong format will be counted as not submitted.
- 3) Failure to submit or fulfill any required course component results in failure of the class.
- 4) Make-up for midterm and final exams only with valid excuses, as defined by the University.
- 5) In order to earn a Certificate of Completion, participants must thoughtfully complete all assignments by stated deadlines and earn an average quiz score of 50% or greater.

TECHNOLOGY POLICY

The use of electronic devices in class is distracting, both for the user and for the rest of the class. Only non-programmable calculators can be used in the tests and exam. Any attempts to use cell phones and other electronic communication devices will be seemed as cheating. Laptops are discouraged, unless you use them for activities DIRECTLY related to the course (eg., note taking, reading course documents).

ACADEMIC INTEGRITY POLICY

Soochow University highly values the academic integrity and aims to promote the academic fairness, honesty and responsibility. Any academic dishonesty behaviors and any attempts to cheats and plagiarism will be reported to the university administration office. A written warning and the relevant penalties will be imposed. The record might be shown on the official university transcript.



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DISABILITY ACCOMMODATION

Soochow University is committed to maintaining a barrier-free environment so that students with disabilities can fully access programs, courses, services, and activities at Soochow University. Students with disabilities who require accommodations for access to and/or participation in this course are welcome.

Note:

Please contact the University Administrative Office immediately if you have a learning disability, a medical issue, or any other type of problem that prevents professors from seeing you have learned the course material.