

Computing Seminar Attendance Policy

Comp 4390, Computing Seminar, is a required course for graduation for CS and CIS majors. You must take it for credit one time before you graduate. This must be in either your last or next to last semester. During the semester in which you take it for credit, you will be required to give one of the presentations. Your grade will be based not only on the presentation, but also on your attendance during that semester and the previous three semesters.

Thus, it is imperative that all CS and CIS majors plan ahead and attend regularly during the four semester span which includes the semester in which they sign up for the class.

You are allowed two cuts per semester without reducing your grade. In a typical semester we will have approximately 12 Friday morning seminars and possibly 3-5 Thursday afternoon seminars. We will base attendance on the number of Friday seminars, allowing 2 cuts.

Thus, if we have 12 Friday seminars, the requirement will be 10. If there are also 4 Thursday seminars, then you will have 16 opportunities to obtain credit for attending 10 seminars. If you achieve more than 100% in one semester it can make up for other semesters when you did less than that. In the end, your attendance grade for the four semesters combined cannot exceed 100%.

You may go to cs.harding.edu on the campus intranet and check your attendance records at any time. If there are errors, please contact the chair of the department immediately to have them corrected.

If you plan to give your seminar in your 8th semester, you will need to begin attending regularly in your 5th semester:

1	2	3	4	5	6	7	8
				^			^
				Start going here			Give seminar here

If you plan to give your seminar in your 7th semester, you will need to begin attending regularly in your 4th semester:

1	2	3	4	5	6	7	8
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			Start going here			Give Seminar here	

If you are on a 9 or 10 semester plan, you may adjust accordingly. If you are away from campus at HUF, HUG, etc. then we will skip that semester and go back one further:

1	2	3	4	5	6	7	8
			^		^		^
			Start here		HUF		Give Seminar here

Please sign and date the following statement, then return it to your Data Structures teacher.

I have read and understand the above policy regarding Computing Seminar Attendance.

Name

Date