

# CS 240 – Data Structures and Data Management

## Module 0: Administrivia

**M. Petrick V. Sakhnini O. Veksler**

Based on lecture notes by many previous cs240 instructors

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References: Course web page

# Course Information

- Course webpage <http://www.student.cs.uwaterloo.ca/~cs240/>
  - primary source for up-to-date information for CS 240
    - lecture slides
    - assignments / solution sketches
    - course policies
- Main resource: Lectures
  - video lectures on LEARN
- Textbooks
  - notes by Prof. Therese Biedl, available on LEARN
    - still under development, some errors possible
    - chapter X corresponds to module X
  - more books on the webpage under Resources

# Course Information

- Instructors
  - Mark Petrick, mark.petrick[at]uwaterloo.ca
  - Victoria Sakhnini, vsakhnini [at] uwaterloo.ca
  - Olga Veksler, oveksler [at] uwaterloo.ca
- Lectures (slides and videos, posted as needed)
  - multiple sections, all share the same contents
    - 001 (Sakhnini)
    - 002 (Veksler)
    - 003 (Veksler)
    - 004 (Petrick)
    - 005 (Petrick)
- Office hours (on-line), other contact info, etc.
  - see web page

# Course Information: Instructional Support

- Coordinator: [Karen Anderson](#)
  - [kaanders \[at\] uwaterloo.ca](mailto:kaanders@uwaterloo.ca)
  - main contact for paperwork
- Assistants (ISAs): [Kurt Dietrich](#), [René Yu](#), [Frank Kang](#), [Sylvie Davies](#)
  - [cs240 \[at\] uwaterloo.ca](mailto:cs240@uwaterloo.ca)
  - main contact for questions, piazza, tutorials
  - office hours (on-line): see webpage
- Grad Instructional Apprentice (IAs): [Sajed Haque](#), [Haomin \(Eric\) Li](#)
  - tutorial creation and delivery, piazza
  - [cs240 \[at\] uwaterloo.ca](mailto:cs240@uwaterloo.ca)
- Grad Teaching Assistants (Tas)
  - marking assignments and assessments

# Course Information

- Tutorials
  - Questions released on Thursday by 5pm
    - on web
  - Videos released on Fridays by 5 pm
    - on LEARN
  - Sample solutions released on Mondays by 5pm
    - on web
- Assignment 0 to learn LATEX
  - 6 bonus marks on assignment 1
  - tutorial 0 covers latex

# Electronic Communication in CS240

- Piazza
  - <https://piazza.com/uwaterloo.ca/spring2021/cs240>
  - forum optimized for asking questions and giving answers
  - you must sign up using your uwaterloo email address
    - can post using a nickname
  - **posting solutions to assignments is forbidden**
- Email [cs240@uwaterloo.ca](mailto:cs240@uwaterloo.ca)
  - for private communication between students and course staff
  - you should be sending email from your uwaterloo email address
  - If using your friendly uwaterloo email, include our 8 character (max) Quest username

# Mark Breakdown (Part 1 of 2)

## ■ Exams

- Final Assessment 25%
  - 4.0 hours duration during date period TBA
- Midterm Assessment 14%
  - 3.5 duration during date period: Wed June 23, 10am - Thurs June 24, 10am
- Note: you must pass the weighted average of the midterm and final assessments to pass the course

## ■ 5 Assignments, each 9% (approx. every 2 weeks): total 45%

- all assignments to be submitted electronically via MarkUs
  - file size limited to 5MB
- due on Wednesdays at 5:00pm
- no lates are allowed (documented illness → credit transferred)
  - you can be excused (with documented illness) from at most 2 assignments
- follow assignment guidelines  
(<https://www.student.cs.uwaterloo.ca/~cs240/w21/guidelines.pdf>)
- marks may be deducted for hard-to-read solutions
- some assignments will have a programming question (C++)
  - due later than the written part (typically 1 extra week)

# Mark Breakdown (Part 2 of 2)

- Quizzes 16%
  - 4 quizzes on LEARN, each worth 4%, approximately every 2-3 weeks
  - each quiz has 15-25 randomly chosen multiple choice questions on recently completed lecture modules
  - Two attempts are allowed
    - 40-60 minutes per attempt
    - average of 2 attempts
  - Due on Fridays at 5:00pm
    - no lates allowed (documented illness → credit transferred)
    - you can be excused (with documented illness) from at most 2 quizzes
- Academic Integrity Agreement 0%
  - Provided by us but must be student signed and submitted for every assignment, quiz, and each of the midterm and final assessments
  - Component will not be marked without it
  - Due within 2 days of release of component to students and before starting work on the component



# Cheating

- Cheating includes not only copying the work of another person, but also
  - letting another student copy your work
  - and excessive collaboration
- Cheating penalties
  - grade of 0 on the assignment you cheated on, and a deduction of 5% from your course grade
  - you will also be reported to the Associate Dean of Undergraduate Studies
- Discussions with classmates
  - do not take notes during discussions with classmates
  - wait until at least 30 minutes before writing or typing

# Advice

- Watch and listen to all the lectures, on schedule and pay attention
- Study the slides before the lectures, and again afterwards
- Read the reference materials to get different perspectives on the course material
- Keep up with the course material, don't fall behind
- If you're having difficulties with the course, seek help, do not wait