

# COMP 4882

## Capstone Software Project Syllabus Fall 2024

Canvas will be used for assignment submissions and grades. For your convenience, all class sessions have been added to the Canvas calendar, which you can link to your calendar app.

### Course Time and Location

Class: Tues/Thurs @ 1-2:25pm, FIT 227

### Course Staff



**Instructor:** Dr. Brandon Booth

[bmbooth@memphis.edu](mailto:bmbooth@memphis.edu)

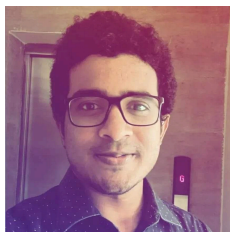
Dunn Hall 392

Office hours: virtually or by appointment



**TA:** Israt (Rhidita) Naiyer

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# Course Technology

## Required Tools

- University Email – check it daily. This is the **primary way we will communicate with you outside of class**.
- Canvas - for course announcements, grades and feedback
- GitHub - for your code and artifacts, including managing version control.
- GitHub Projects - for your team project board, to help with task management.

## Optional but Recommended

- Discord - a free tool for communicating with your team, and with other classmates. Not for communicating with the course staff.
- Balsamiq - for making lo-fi sketches of wireframes and click through demos. Ask the instructor for a free license.
  
- Figma - for making hi-fi wireframes and click through demos of your project

There will be resources for learning the tools that you are unfamiliar with, but playing around with these ahead of time could give your team a head start.

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## Time Expectations + Attendance Policy

This is a time-intensive course -- be prepared! It is expected that you spend **9 hours per week** working on this course, including meeting with your team, meeting with your client, and working on your project. Attendance is not calculated as part of your grade for this class, however:

- **If you miss class on a Demo Day, a Progress Check, or a Special Guest, you do not get credit for that assignment.**
- Late submissions for any sprint deliverables are not accepted.
- You should plan to come to every class to receive updates and sometimes helpful instruction (e.g. Github usage, formal feedback types). On work days, once the brief

instruction time is finished and work time start, you are welcome to leave and work elsewhere.

Getting your entire team together for meetings outside of class is necessary, but we know scheduling can be difficult. Therefore, many class sessions are reserved for teams to work together, hold team meetings, get feedback on their project, meet with the client, and meet with the instructor.

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## Who do I ask for help?

It is not expected that you know all the answers. It is expected that you find whatever answers you need to make your project successful.

Ask for help IN THIS ORDER to get help as fast as possible

1. Ask the internet. Google, StackOverflow, etc. Try your best!
2. Ask your teammates.
3. Ask your classmates.
4. Ask the TA
5. Ask the Instructor(s)

You will also have frequent meetings with your project sponsor / client to get their feedback on your work.

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## Grading

### Grading Scale:

- A+  $\geq 97\%$       B+ 89-87      C+ 79-77      D+ 69-67
- A 96-93      B 86-83      C 76-73      D 66-63

- A- 92-90      B- 82-80      C- 72-70      F ≤62%

### Assignments:

- Sprint 1 Planning: not graded
- Sprint 1 Progress Check: not graded
- Sprint 1 Special Guest: 5%
- Sprint 1 Demo Day: 5%
- Sprint 2 Planning: 5%
- Sprint 2 Progress Check: 5%
- Sprint 2 Demo Day: 15%
- Sprint 3 Planning: 5%
- Sprint 3 Progress Check: 5%
- Sprint 3 Demo Day: 20%
- Sprint 4 Planning: 5%
- Sprint 4 Progress Check: 5%
- Sprint 5 Final Demo Day: 25%

We reserve the right to bump your grade up, but we will never assign a lower grade than the numerical one you earned.

## Late / Makeup Policy

All assignments are expected to be completed and turned in on schedule. Due dates will be clearly indicated for each assignment. Late assignments are NOT accepted except in extreme circumstances. Likewise, makeup exams will be given only under extreme circumstances. If you feel that your circumstances warrant a late work submission or a makeup exam, get in touch with us and with your team as soon as possible. Be prepared to show some kind of documented proof of your situation.

## Student + Caregiver Policy

This is a family-friendly class. We value that our students have diverse life experiences, including parenthood, and we want to do everything we can to support you as you manage real life responsibilities with school. In this class, we recognize that students may have real life care-giving responsibilities that conflict with class time.

If you need to leave class for an emergency (e.g. to pick up a sick child), you will not be penalized. Please let your team and instructor know what is going on, and communicate with your team to catch up once you are able to reengage with the project.

We don't want taking care of young children to keep you from participating in class. If you are a parent/guardian of young children, those children are welcome to come to class when you

cannot find or afford child care. This includes if they need things like toys, food, or breastfeeding during class.

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## FAQs

### Can I work by myself instead of on a team?

No.

### How will teams be formed?

Teams will be formed in class to ensure each team has members with a variety of skills necessary to be successful on the project, and based on student interest in project topics. You can request to work with a particular classmate, but we reserve the right to refuse that request at our discretion.

### What do we do in class when there are no demos or project checks?

Classes marked "Work Time" are for you to work with your team at a time when your schedules are all available and/or get feedback from other teams. You may use these times to hold team meetings, meet with your client, get instructor feedback, or work on your project (independently or together). If you have a personal emergency that prevents you from attending class on a "work time" day, you do not need to notify the instructor, but you **must** notify your team ahead of time.

### What counts as cheating?

This course is team-based. We expect that teammates will work closely together to submit assignments. We also expect that as good classroom citizens, you will sometimes help out people on other teams. You may also use outside sources of information or personal contacts to help complete sprint goals. However, **you must credit all sources and collaborators. Failure to do so will be considered cheating.** You do not need to credit the course website or course texts. Every other source of help, including ChatGPT or other people in the class or on your team, should be acknowledged.

If we determine that you have copied something directly from a book, the Internet, or some other source without acknowledging it, you will receive a failing grade on the assignment and (at our discretion) a failing grade in the course. If we determine that you have copied another

student's work, this will happen to both you and the person from whom you copied. The incident may also be forwarded to the University Office of Student Accountability for further disciplinary action. Please don't put us in this situation.

### **What should I do if I have a disability?**

If you have a disability that may require assistance or accommodations, or if you have any questions related to any accommodation for testing, note taking, reading, etc., please speak with us as soon as possible. You must contact the Disability Resources for Students office (901) 678-2880 to officially request such accommodations/services.

### **What should I do if I'm experiencing academic stress, difficult life events, or feelings of depression or anxiety?**

Your well-being is important! Please take care of yourself. That might mean eating well, exercising, avoiding drugs and alcohol, getting enough sleep, and taking time to relax.

Everyone needs someone to talk to. You are not alone. Asking for support sooner rather than later is often helpful. The student counseling center offers confidential and free services to enrolled students. Contact them at (901) 678-2068 or at [counseling@memphis.edu](mailto:counseling@memphis.edu).

The UofM provides confidential counseling services both on-campus and through telehealth. These services are free to students enrolled in six or more credits and late-stage doctoral students taking dissertation credits. The Counseling Center is staffed by experienced, licensed professionals, including psychologists, clinical social workers and counselors, all of whom understand the unique needs of college students.

To access the Counseling Center's services, students have multiple options. They can visit the main campus locations at 211 and 214 Wilder Tower, call [\(901\) 678-2068](tel:9016782068), or join the virtual waiting room at [uofmcounseling.doxy.me/counselingwaitingroom](https://uofmcounseling.doxy.me/counselingwaitingroom). Walk-in hours are offered from 10 a.m.-3 p.m. Monday-Friday.

Furthermore, the Counseling Center has recently enhanced and expanded its after-hours crisis service, known as the [Tiger Care Line](#). Students facing a mental health crisis outside of regular business hours, including weekends, holidays or campus closures, now have the option to dial the Counseling Center's main number at [\(901\) 678-2068](tel:9016782068) and choose option 2. This will connect them to a skilled counselor who is ready to assist.

Coping abilities, connections and a sense of belonging are essential elements of a successful student experience, and the Counseling Center has developed an extensive outreach program to support students in these areas. The programs are located at [memphis.edu/counseling/outreach/index.php](https://www.memphis.edu/counseling/outreach/index.php) . If you find any workshops you believe your faculty, staff and students may benefit from, you can request the counseling center to bring the workshop to your program at the link listed above.

Finally, the Counseling Center offers students access to the **Relaxation Zone**, a dedicated area to unwind, relax, and manage stress. The Relaxation Zone is located at 302 Brister Hall. To learn more about the Relaxation Zone and the benefits it offers, please visit the following link: [memphis.edu/counseling/relaxation-zone/index.php](https://www.memphis.edu/counseling/relaxation-zone/index.php) . To know more about Student Health and Counseling services, you can visit their website at [memphis.edu/shcs/](https://www.memphis.edu/shcs/) .

### **What should I do if I feel sick?**

Stay home! Students who are experiencing symptoms such as sneezing, coughing, or a higher than normal temperature should contact their health care provider or the Student Health Center at <https://www.memphis.edu/health/> .

Students who have a positive COVID-19 test should quarantine and inform their teams and instructor of their situation.