Office Hours: My office is in Alden 105, extension 2883. My hours are Mon. 2:30 - 4:00 p.m., Tues. 9:30 - 11:30 a.m., Weds. 1:30 - 3:00 p.m., Thur. 10:30 - 11:30 a.m., and by appointment. The best way to schedule an appointment is to send me an e-mail. For my full schedule, see the link on the course Web page.

Grading: Your grade in CMPSC 600 will be based on some combination of the following:

- **Attendance**: This includes attending Friday sessions when scheduled and meeting regularly with your senior thesis advisor.
- **Weekly reports**: See below
- **Written proposal**: Must be approved by your senior thesis advisor and formatted according to department thesis proposal style requirements.
- **Proposal defense**: May be scheduled only with first reader’s approval; Pauline in room 110 will schedule the defense for you once you have obtained permission from your first reader.
- **Two chapters**: Two chapters of your final senior thesis must be handed in at the beginning of the last week of classes. They must be formatted according to the department’s thesis style.

Course Expectations and Deliverables. You should already have a draft of a proposal from CMPSC 580, but your thinking may have changed during the summer or as a result of feedback that you received in the junior seminar. Therefore, we ask that you submit a revised and expanded proposal to both the instructor of CMPSC 600 and your first reader no later than the end of the third week of classes. First readers will be assigned prior to that date; be sure you submit your request for first and second readers.

We will meet every Friday afternoon for the first part of the semester; after that, classes will be scheduled at intervals. However, you have an obligation to regularly meet with your thesis advisor once that advisor has been assigned.

Every week you should submit a written summary of your progress for the week to both your first reader and the instructor of CMPSC 600. You must create these documents electronically (preferably in \LaTeX), not simply write them out on a piece of paper. Please number and date each report. We will be extremely happy to see code examples, summaries and analyses of papers or other references you have consulted, descriptions of e-mail exchanges with researchers at other locations concerning aspects of your project, and so on. As you write these weekly summaries, think of how they could be incorporated into your final proposal and, ultimately, your final thesis. A “report” can consist primarily of newly written material (a proposal or a part of a proposal; a piece of a chapter), but you should have at least a brief description of what you did during the week in addition to this. Photocopied pages from your
research notebook are acceptable as long as they include dates; a brief typed cover sheet with a short summary should accompany them. Include full bibliographic entries for any articles, books, etc. that you have referenced in your progress report. If you have met with anyone — your first reader, someone else in the department, someone from outside the department — or carried on correspondence with anyone regarding the content of your senior thesis, provide a synopsis or description of what you talked about.

*Beginning with the second report, each report should list a set of concrete goals for the upcoming week.*

Have your proposal approved by your first reader no later than Nov. 3 so that there will be sufficient time to schedule your proposal defense and complete your chapters by the last week of class.

**Schedule.**

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>Friday, 19 September</td>
<td>Revised proposal</td>
<td>To first reader and me</td>
</tr>
<tr>
<td>Monday, 3 November</td>
<td>Proposal approved</td>
<td></td>
</tr>
<tr>
<td>Month of November</td>
<td>Proposal oral defense</td>
<td></td>
</tr>
<tr>
<td>Friday, Dec. 5</td>
<td>Two chapters completed and submitted</td>
<td></td>
</tr>
</tbody>
</table>

**Departmental Late Policy.** The following policy was adopted by the entire computer science department, effective beginning in fall of 2004:

All assignments will have a due date. The products of your work are to be turned in at the beginning of class or lab on the due date. Late assignments will be accepted for up to one week past the assigned due date with a 10% penalty. All late assignments must be submitted at the beginning of the first class or laboratory that is scheduled one week after the given due date. No assignments will be accepted for credit after the one week late period. It is the student’s responsibility to keep secure backups of all assignments and labs.

**E-mail.**

“The use of email is a primary method of communication on campus. ... All students are provided with a campus email account and address while enrolled at Allegheny and are expected to check the account on a regular basis.” [The Com- pass, 2007–2008, p. 5, online at http://www.allegeny.edu/campus/policies/handbook.php]

I will sometimes need to send out announcements to the class about things such as clarifications to assignments, changes in the class schedule, or other matters. I will use your Allegheny College e-mail account to do this. It is your responsibility to check your e-mail at least once a day, and to make certain that your e-mail is working correctly (able to send and receive messages).
Special Needs and Disabilities: The Americans with Disabilities Act (ADA) is a federal anti-discrimination statute that provides comprehensive civil rights protection for persons with disabilities. Among other things, this legislation requires that all students with disabilities be guaranteed a learning environment that provides for reasonable accommodation of their disabilities. If you believe you have a disability requiring an accommodation, please contact the Learning Commons at 332-2898.