CompSci 516
Database Systems
Spring 2022

Honor Code
and
Course Policy

Instructor: **Sudeepa Roy**

Summary

- Read the honor code from http://integrity.duke.edu and guidelines for handling academic misconduct
  - (graduate) https://gradschool.duke.edu/sites/default/files/documents/dgs_manual_ch13.pdf
  - (undergraduate) https://studentaffairs.duke.edu/conduct/undergraduate-disciplinary-system

- Any suspected case of violation of honor code will be pursued aggressively by the course staff and will be handled through official university channels

- Strict measures will be taken according to the guidelines for student conduct

Collaboration

- Collaboration is allowed and necessary in projects (in groups of size 4, unless approved by the instructor)

- Collaboration is not allowed for any problem in any homework, quizzes/labs, and exams
  – Any coding or other type of problems must be solved by each student individually
  – You are allowed to install a software together and test together whether toy examples run (not from homework questions)
  – But when you start working on the hw problems, the actual code/answers have to be obtained and written on your own (some discussions and troubleshooting allowed with acknowledgements, see later)

What is allowed/not allowed

- Can I discuss the course material (lecture slides, book chapters, any concept) with other students to understand the material better?

- YES, you are encouraged to do so! Please answer each other's question in or outside class and Ed discussion board

What is allowed/not allowed

- Can I ask/discuss with other students what a question in a homework asks for?

- YES

- but you must be careful not to discuss the solutions

- When you can, ask on Ed, where course staff and students can participate, and can help others having the same question

What is allowed/not allowed

- Can I <u>show</u> my solution to homework/exam question to other students in the class in order to help them?
- Can I <u>see</u> the solution of homework/exam questions from another student in the class?

- NO, not before the homeworks have been submitted by both of you (and won't be changed further)

- If another student has the same/a very similar answer both of you will be responsible
  - We are aware that some questions will have a unique/similar solutions even if you solve it individually, they are fine
  - Change in variable names does not count as a new solution
  - We have a very deep memory covering previous years, and it is easy to find whether two solutions are mostly the same while grading

- You can see others' solutions and show your solutions after the final submission of the homeworks (i.e., after the deadline is past), and also after they have been graded to understand different ways of solving a problem

What is allowed/not allowed

- Can I <u>discuss</u> possible approaches to solving a homework question with another student?
- Can I <u>troubleshoot</u> when a code / platform does not work with other students?

- Yes!
- But note that there is a fine line of difference with the previous slide – you are not allowed to copy from others or let others copy, part or whole solution ideas or code. You must "own" your solution and be able to defend it, explain it, and solve other problems if asked
- Any such discussion with all students' names <u>must be acknowledged</u> in your submission
- Note that a "discussion" means <u>all</u> students have already thought about the problem and put efforts into the homework, and not just are trying to get ideas or solutions from others

What is allowed/not allowed

- Can we solve one or more homework questions <u>in a group and figure out the </u>solution together?

- NO – you can install the software together in a group (which may be fun!), and make sure it works by running toy code (not from the assignments), also see the previous slides

- Every student has to solve the problems individually on their own

What is allowed/not allowed

- Can I <u>search for solutions on the Internet, previous semesters, or other sources</u> of a Homework problem?

- NO

- You can look at similar lecture notes from different universities/MOOC in order to understand the material better

    - but NEVER search for or copy solutions for a homework problem from the Internet or any other sources including people outside the class or students who took the class before

What if it is not clear whether something is allowed?

- Ask the instructor (in class/email/on Ed board)
- DO NOT assume anything

What happens if course policy is violated

- We hope not! But, for any such incident, if the explanations are unsatisfactory to course staff..
  - Immediate zero credit in the *entire assignment* (not only the problem concerned)
  - (Undergraduate): will be handled through Office of Student Conduct
  - (Graduate): report to CS Chair, CS DGS, DGS of student's department (if not in CS), Associate Dean of Academic Affairs
  - Disciplinary actions according to university guidelines
  - In addition, reduction in course grade up to failure in the class

What if I need help?

- The course staff will be more than happy to help you in all possible ways for the course
  - as fast as possible
  - to help you understand the material
  - to help you understand the problems asked in homework
  - any other help you need (e.g., accommodate special requests for extensions in **special circumstances**)
  - however, we will also ensure that fairness is preserved, and no one is getting any undue advantage – having another exam or project is not a valid reason
  - See course webpage for details on late penalty and exemptions

- Ask your question on Ed (public/private question), or contact the course staff in office hours or other one-one meetings as scheduled by appointments
  - Do not post your solution on Ed (as public or private post).

- But you are responsible to make every effort to learn the material to the best of your ability, start working on the assignments early, and answer the homework/exam questions following the policy of this course

Missed exams policy

- Mark your calendar for exam days: 02/15, 04/27
- Exams won't be held later if you miss an exam
- Missed midterm policy:
  - grade will be scaled after 10% deduction from the final exam (estimated missed midterm points = 0.9 * final exam points), note: final exam can be harder or easier, and is comprehensive
  - deduction waived if emails with explanations are received from Duke authority (Academic Dean for undergraduate students, DGS for graduate students)
  - let the instructor know early (before exams) if there is a valid reason
- Final exam is required, if missed -> incomplete grade