

Technical College of the Lowcountry
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TECHNICAL COLLEGE OF THE LOWCOUNTRY

CPT 212 VISUAL BASIC PROGRAMMING

COURSE DESCRIPTION

This course focuses on Windows programming using Visual Basic to create graphical user interfaces. The course examines forms, controls, graphical controls, loops, control arrays, database and traditional file processing, and application class scheduling.

COURSE FOCUS

This course is designed to provide the student with basic knowledge of how to use Visual Basic Studio.

TEXT AND REFERENCES

No Purchase Necessary. Beginning Fall 2021, TCL implemented a new textbook model called First Day Complete (FDC). With FDC, a per credit hour book fee was added to your tuition at the time of registration. Please check your **new** TCL email account where you have been sent a link to reserve your books with the TCL College Store. Refer to this link for all details concerning FDC

<https://www.tcl.edu/first-day-complete-textbook-program/>

COMPUTER REQUIREMENTS

You must use a PC for this class. The software used will not run on a Mac or a Chromebook computer. The TCL library loans out PCs to students who need one for a class. If interested, go to www.tcl.edu/library to reserve a laptop for use in this class. Let them know you need the Visual Studio 2017 Community Version software installed on the laptop.

SOFTWARE REQUIREMENTS

Software: Visual Studio 2017 Community Version; available as a free download for students. Instructions for getting the free download are provided in the Week 2 Assignment folder in Blackboard. **Please note that Visual Studio will work on a PC only.**

COURSE GOALS

The following list of course goals will be addressed in the course. These goals are directly related to the performance objectives.

1. Starting and closing programs; shutting down Windows
2. Resizing, moving, and scrolling Windows
3. Become familiar with Visual Basic terminology

4. Display the toolbox
5. View object properties
6. Name a Windows form object
7. Add objects to forms
8. Use proper naming conventions to apply names to objects on forms
9. Gather and analyze program requirements
10. Design a user interface
11. Use properties to format objects
12. Import images into a form
13. Run a program
14. Use IntelliSense to enter Visual Basic code for event handling
15. Enter comments in program statements
16. Correct errors in code
17. Include Accept and Cancel buttons in form properties
18. Apply appropriate data entry and data types
19. Distinguish between variables and constants
20. Properly use option strict on command
21. Create clear procedures and focus procedures
22. Display numeric output data
23. Create smart device applications
24. Display message boxes
25. Correctly apply string concatenation
26. Create If...Then Statements
27. Create If...Then...Else Statements
28. Create If...Then...Elseif Statements
29. Create Nested If Statements
30. Use logical operators in code
31. Validate data
32. Use loops to perform repetitive tasks
33. Use data tip with breakpoints in code

STUDENT CONTRIBUTIONS

Each student will spend a minimum of 2.5 hours per week preparing for class and completing assignments to turn in weekly. Each week students will turn in assignments as specified on Blackboard. In addition, chapter tests are to be completed as assigned. Students will also complete final exam/project to demonstrate their knowledge of the material.

Course Evaluation

Final grades for this course are calculated as follows:

- Tests: 30%
- Assignments: 40%
- Final Exam/Project: 30%

Course Schedule

The schedule for this course is provided on Blackboard.

Approved by: Shunda Ware Date Developed/Revised: August 2021

Division Dean for Business & Industrial Technology Divisions

ADA STATEMENT

The Technical College of the Lowcountry provides access, equal opportunity and reasonable accommodation in its services, programs, activities, education and employment for individuals with disabilities. To request disability accommodation, contact the counselor for students with disabilities at (843) 525-8228 during the first ten business days of the academic term.

ACADEMIC MISCONDUCT

There is no tolerance at TCL for academic dishonesty and misconduct. The College expects all students to conduct themselves with dignity and to maintain high standards of responsible citizenship.

It is the student's responsibility to address any questions regarding what might constitute academic misconduct to the course instructor for further clarification.

The College adheres to the Student Code for the South Carolina Technical College System. Copies of the Student Code and Grievance Procedure are provided in the *TCL Student Handbook*, the Division Office, and the Learning Resources Center.

MASK MANDATE

Until further notice, there is a mask mandate in place indoors at TCL. Failure to adhere to the mask requirement will result in the following:

- First Offense: Verbal Warning
- Second Offense: You will be asked to leave class with an absence for that day
- Third Offense: You will be asked to leave class and must meet with Associate Vice President Rodney Adams in Building 2 Room 203 prior to returning to class

ATTENDANCE

1. The College's statement of policy indicates that students must attend ninety percent of total class hours or they will be in violation of the attendance policy.
2. Students not physically attending class during the first ten calendar days from the start of the semester must be dropped from the class for NOT ATTENDING.
3. Students taking an online/Internet class must sign in **and** communicate with the instructor within the first ten calendar days from the start of the semester to indicate attendance in the class. Students not attending class during the first ten calendar days from the start of the semester must be dropped from the class for NOT ATTENDING.
4. Reinstatement requires the signature of the division dean.
 - a. In the event it becomes necessary for a student to withdraw from the course OR *if a student stops attending class*, it is the student's responsibility to initiate and complete the necessary paperwork. Withdrawing from class may have consequences associated with financial aid and time to completion.
 - b. When a student exceeds the allowed absences, the student is in violation of the attendance policy. The instructor MUST withdraw the student with a grade of "W", "WP", or "WF" depending on the date the student exceeded the allowed absences and the student's progress up to the last date of attendance or
 - c. Under extenuating circumstances and at the discretion of the faculty member teaching the class, allow the student to continue in the class and make-up the work. This exception must be documented at the time the allowed absences are exceeded.

- d. Absences are counted from the first day of class. There are no "excused" absences. All absences are counted, regardless of the reason for the absence.
- e. A student must take the final exam or be excused from the final exam in order to earn a non-withdrawal grade.

A copy of TCL's STATEMENT OF POLICY NUMBER: 3-1-307 CLASS ATTENDANCE (WITHDRAWAL) is on file in the Division Office and in the Learning Resources Center.

ONLINE ATTENDANCE PROCEDURE

For all online courses, students must complete an assignment designated by the instructor during the first week of classes. The instructor will drop the student from the course if the initial assignment is not completed.

Instructors will withdraw students from the class when 90% attendance is not maintained. Attendance in an online course is defined by regular course access and by timely completion of assignments as required by the instructor. Each student will be expected to access the web class at least once a week and complete 90% of assignments on time. Additional access is encouraged and may be necessary for successful completion of classes.

Failure to log in and complete assignments will result in the student being withdrawn from the course. The instructor will assign a grade of "W," "WP," or "WF" based upon the student's academic standing as of the last date of attendance, which is the last login. **Students are responsible for any financial matters associated with an administrative withdrawal.** If a student fails to email the instructor (using the my.tcl.edu email account) requesting to be dropped from the course and has not submitted the initial assignment required during the first week of class, the instructor will assign a "Never Attended" code in the student information system (Self-Service) no later than ten calendar days after the first day of the class. Students who are dropped as a result of never attending the course **are still responsible for all fees associated with the course.**

HAZARDOUS WEATHER

In case weather conditions are so severe that operation of the College may clearly pose a hardship on students and staff traveling to the College, notification of closing will be made through the following radio and television stations: WYKZ 98.7, WGCO 98.3, WGZO 103.1, WFXH 106.1, WWVW 106.9, WLOW 107.9, WGZR 104.9, WFXH 1130 AM, WLVA 101.1, WSOK 1230 AM, WAEV 97.3, WTOG TV, WTGS TV, WJWJ TV, and WSAV TV. Students will also receive text alerts and are highly encouraged to verify and/or update contact information at <https://www.tcl.edu/campus-life/campus-security/text-alert/>.

EMERGENCY TEXT ALERT

Students are automatically opted in to the Emergency Text Message Alert System based on the information on file for you. Students will receive immediate notification of emergency events via text messaging on cell phones. If you would like to verify and/or update your contact information, go to <https://www.tcl.edu/campus-life/campus-security/text-alert/>.

SYLLABUS SAFETY ADDENDUM

Purpose

The purpose of this safety addendum is to provide each student with safety guidelines during an incident, emergency, or disaster at TCL. In addition, it provides students guidelines for lockdown procedures, evacuation procedures, and active shooter.

Definition

An incident is any event, potential or actual, that may impact normal operations but has no immediate health or life threatening consideration or serious effect on the overall functional capacity of the College. An event of this nature should be reported to the Office of the Vice President for Administrative Services. Also, notify the off-site campus administrator if applicable.

An emergency is any incident, potential or actual, which may endanger life or health or which affects an entire building or buildings, and will disrupt the overall operations of the College. Outside emergency services will probably be required, as well as major efforts from campus support services. Major policy considerations and decisions will usually be required from the college administration during times of crises. An emergency should be reported immediately by directly using **911** if life or health/injury considerations exist and then to the Office of the President or Vice President for Administrative Services as quickly as possible. Also, notify the off-site campus administrator if applicable.

A disaster is any event or occurrence that has taken place and has seriously impaired or halted the operations of the College. In some cases, mass personnel casualties and severe property damage may be sustained. A coordinated effort of all campus-wide resources is required to effectively control the situation. Outside emergency services will be essential. In all cases of disaster, an Emergency Control Center will be activated, and the appropriate support and operational plans will be executed. The disaster should be immediately reported, first by calling **911** and then to the Office of the President or Vice President for Administrative Services. Also, notify the off-site campus administrator if applicable.

Types of Emergencies

- Hurricane
- Tornado
- Fire
- Biochemical or Radiation Spill
- Explosion/Bomb
- Downed Aircraft (crash which directly impacts campus operations)
- Utility Failures
- Violent or criminal behavior
- Psychological Crisis

Procedures

Active Shooter Run/hide/fight video at (<http://www.fbi.gov/about-us/cirg/active-shooter-and-mass-casualty-incidents/run-hide-fight-video>)

Building Evacuation

1. Building evacuations occur when an alarm sounds and/or upon notification by Security or the Emergency Director.
2. When the building evacuation alarm is activated during an emergency, individuals should exit according to the building evacuation plan and alert others to do the same.
3. Once outside, individuals should proceed to a clear area that is at least 500 feet away from the affected building. Streets, fire lanes, hydrant areas and walkways should be kept clear for emergency vehicles and personnel.
4. Individuals should not return to an evacuated building unless told to do so by Security or the Emergency Director.

5. Individuals should assist persons with disabilities in exiting the building. Elevators are reserved for disabled persons

Campus Evacuation

1. A uniformed Security Guard, the Emergency Director, or an Emergency Resource Team member will announce evacuation of all or part of the campus grounds.

2. All persons (students and staff) are to immediately vacate the campus, or in the case of a partial evacuation relocate to another part of the campus grounds as directed.

Lockdown

1. Clear the halls
2. Report to the nearest classroom/office
3. Assist those needing special assistance
4. Ensure classroom/office doors are closed and locked
5. Turn off lights
6. Stay away from doors and windows (out of the line of sight)
7. BE QUIET and follow instructor's directions
8. Silence cell phones
9. Wait for the "All Clear" before leaving