

Winter 2009

GEO 465/565 Geographic Information Systems and Science Laboratory Syllabus: Sections 10, 11, and 12

Teaching Assistants:

	Kendra Hatcher (Secs 10 and 11)	Tracy Kugler (Secs 10 and 12)
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Lab Sections	T 1:00-2:50 W 10:00-11:50	T 1:00-2:50 W 3:00-4:50
Office Hours	M 10:00-11:00 in Digital Earth	F 11:00-12:00 in Digital Earth

Course Lab website: <http://dusk2.geo.orst.edu/gis/465lab.html>

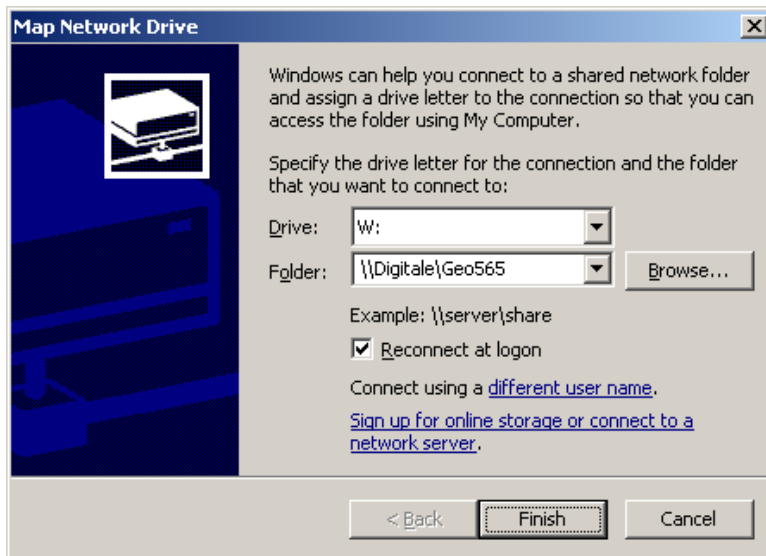
Make sure to visit the lab website at the beginning of lab each week. Here you will find a link to the lab instructions. Also linked from this page are lab policies for Digital Earth.

Digital Earth Drive

Mapping the network drive:

Navigate to My Computer → Tools → Map Network Drive...

Enter the following information into the dialog box and click “Finish”.



This drive connection is preserved (by checking “Reconnect at logon”) unless you move to a different computer. If you move to a different computer, you will have to complete this process again to access the drive. All of the data for the labs is stored in the “Data” folder. You will copy this data and manipulate it in your personal folder located in the “Students” folder. All of your finished labs will be copied into the “Drop” folder, under the folder with your lab day and time.

Lab Policies

Most everything you need to know about the Digital Earth lab is available online in the Notes for Students at: http://dusk2.geo.orst.edu/gis/DE_Student_Notes.pdf

You are responsible for reading the Digital Earth Policies linked in the above document and available directly at: <http://dusk2.geo.orst.edu/gis/DigitalEarth%20Policies.pdf>

The lab schedule is available at: http://dusk2.geo.orst.edu/de/de_teach.html

Lab attendance is expected. The TAs will be presenting relevant material to the lab and the lectures during the first 20 minutes of each section. It behooves you to attend, as important information may not be discussed outside of lab, nor will you have access to help from the TAs outside of lab or office hours. Assignments will still be due at the assigned time for your normal section.

If an emergency comes up, send an email to the TA for your section as soon as reasonably possible. If you have plans to attend an academic activity (conference, lecture, etc.) or OSU-related activity (music performances, athletic competition, etc.) during the quarter, please notify the TAs immediately so that arrangements can be made to make up the lab session(s) that you will miss.

Students w/ Special Challenges

Students with documented disabilities who may need accommodations, who have any emergency medical information the teaching assistants should know of, or who need special arrangements in the event of evacuation, should make an appointment with the instructor (Dawn Wright) as early as possible, no later than the first week of the term. For further information regarding accommodations for students with disabilities in this class, please see the SSD web site at <http://ssd.oregonstate.edu>.

Grading

The lab portion of this course is graded on a 400 point scale and included as an adjusted portion of your final grade depending on your enrollment and grading option. You can earn up to 50 points for each of the eight labs. Points may also be deducted from your overall lab total for late labs or for failing to maintain a lab notebook (10 points per failing grade).

Late write-ups will lose 5 points per day for up to 5 days, beginning on the day that the lab is due (e.g. for the Tuesday section, any late work submitted on Tuesday loses 5 points, on Wednesday 10 points, on Thursday 15 points, etc.). Lab write-ups turned in more than 5 days late will receive a maximum of 10 points. This may be adjusted for excused absences. Absolutely no work will be accepted after 12:00 Noon, Pacific Time, Tuesday, March 17th.

Lab Write-ups

All of the labs are designed to be completed during class. In order to achieve this, it is highly recommended that you review the instructions for each lab before the lab session. All instructions are available online at the course website. Some of the labs

make reference to earlier versions of ArcGIS and will be updated during the quarter. If you cannot complete the assignment during class, you are responsible for finding open time in Digital Earth to complete the assignment.

Each write-up is to be turned in digitally via the Drop folder as a single Word document (no MXD files, no image files, and no multiple documents). You may submit a PDF file instead of a Word file. Only digital documents will be accepted. Write-ups are due by the start of your assigned lab section the following week. For lab 8, "Introduction to the Geodatabase and ArcSDE," assignments are due by 5 pm, Wednesday, March 11th.

Naming conventions for submitted assignments

Example file names for submitted assignments:

12_1_robertje_465.doc (Section 12, Lab 1, GEO 465, Jed Roberts)

10_N_robertje_565.pdf (Section 10, Notebook, GEO 565, Jed Roberts)

The first number is your section number, 10 (Tues 1 pm), 11 (Weds 10 am), or 12 (Weds 3 pm). Use the section you are registered for, not the section that you attended that week.

The second number is the lab number, 1 through 8, or N for a notebook submission.

The third number is the course that you are registered for, 465 or 565.

The last letters are your ONID id. If you do not know your ONID id, please ask a TA for assistance during the first lab.

Be sure to also include your name, section number, and the lab number in the document itself. Labs turned in without identifying information may be considered late.

Lab Notebook

Each student is responsible for maintaining a lab notebook following the guidelines available at <http://dusk2.geo.orst.edu/arc/notebook.html>. Notebooks may be kept in a digital or paper format. Notebooks will be submitted for grading **three times** during the quarter, with the first submission at the end of the second lab session. Submit your entire notebook each time. Notebooks can be submitted digitally or paper format and named according to the convention above (If you submit a paper copy, put a note in the digital Dropbox that you submitted a paper copy). You must keep a copy of your own notebook. Feedback will be returned to the Dropbox by the start of lab the following week.

Notebook submission schedule

Lab notebooks should be submitted with Lab 1 (week of January 19), Lab 4 (week of February 9), and Lab 8 (week of March 9) and should contain notes from Labs 1, 2-4, and 5-8 respectively. Notebook submissions for Labs 2-4 and Labs 5-8 should include headings for each individual lab.

Notebooks will receive a **pass/fail grade for each lab**. Each notebook must be your own work. Any plagiarism will result in a fail for that notebook entry. Notebooks must be

submitted at each appropriate interval or you will receive a fail for those labs with no opportunity for revision.

You may revise a notebook entry which receives a failing grade. To revise your notebook, simply edit the entry and submit it with the next regular notebook submission (as you submit your entire notebook each time). Notify your TA by email that you have submitted a revised entry for that lab. No revisions will be accepted after 5 pm on March 13th and no revisions will be accepted for Labs 5-8 unless prior arrangements are made with your TA.

Each failing grade in your notebook will result in a 10 point deduction per lab from your overall lab grade.