

Engineering Technology - Course Outline

ENGR 101: 2014 Trimester 2

This document sets out the workload and assessment requirements for ENGR 101. It also provides contact information for staff involved in the course. If the contents of this document are altered during the course, you will be advised of the change by an announcement in lectures and/or on the course web site. A printed copy of this document is held in the School Office.

The ENGR 101 course provides a general introduction to the fundamental technical concepts needed to understand the design and engineering of electronic, mechatronic, networked and software systems. It is intended to give students experience in basic engineering practice, with assembly and testing of basic hardware, software and networked systems, and construction of a personal computer.

Learning Objectives

By the end of the course, students should have:

1. Gained an understanding of fundamental principles underlying Engineering, especially electronic, mechatronic, networked and software systems (BE graduate attributes [3\(a\)](#)).
2. Gained experience in working within a team, including breaking up and allocating tasks, managing a team, and working with other people to achieve a defined task (BE graduate attributes [2\(a\)](#), [2\(b\)](#) and [3\(d\)](#)).
3. Practiced communication through explaining what they have done in coursework and reasons for it with their peers and others (BE graduate attribute [2\(b\)](#)).
4. Developed an understanding of the role of engineers and their responsibility to society (BE graduate attribute [1\(a\)](#)).
5. Demonstrated creative and critical thinking through the design, implementation and testing of systems to solve real-world problems (BE graduate [3\(b\)](#)).

Course Organisation Details

Dates, Times, and Rooms: Lectures, Tutorials, and Laboratories

ENGR 101 starts on Monday 14 July. The last week of lectures ends on Friday 17 October. The examination period at the end of the course is 24 October - 15 November.

There is a weekly [timetable](#) on the course website showing the times of the lectures, labs, and tutorial.

Lectures for ENGR 101 are at 11:00-11:50

- Monday (Hunter LT220),
- Tuesday (Murphy LT102),
- Wednesday (Hugh Mackenzie LT103)
- Friday (Murphy LT101)

A [schedule](#) of lecture topics, labs, and assignment due dates is available online. Copies of the lecture slides will be available via the [schedule page](#).

The lectures are intended to give you an introduction to the engineering concepts that will give you a good grounding across the various engineering and computer science specialities offered here at Victoria (and on which your later course will build). They will also give you skills that you will need to survive and thrive first year, and an overview of what it means to be an engineer in the real world.

Tutorials may occasionally be held during normal lecture times. Additional tutorials may also be held in preparation for tests and the examination. The times for these extra tutorials will be announced in lectures.

A daily helpdesk will run in CO242b from 10-11am for generic academic assistance with First Year engineering papers.

We will also run additional tutorials each week, which will be a mix of revision, time to work on assignments and a more fun activity such as e-sports, software building and/or robot building with some food provided. These are broadly sorted by specialization and will run in AM 103 from 5-7pm on Mondays (for ECEN students) and 5-7pm on Tuesdays (for SWEN/NWEN students).

Every student in ENGR 101 is required to attend a 2-hour laboratory once every week including the introduction in week one.

You must sign in to a particular laboratory session during week one and you must attend that session throughout the course. Lab sign in can be done via the [electronic sign in system](#) on a first come first serve basis. Please sign up before 14 July so that groups can be confirmed in Cotton 145 and any conflicts resolved. Note the laboratory slots are often

first-come, first served so please register early. [See the web site for details](#). In your first session you will be assigned to a table group, and you must remain in that table group throughout the course.

Laboratories in the first part of the trimester include a series of computer-based exercises. If you have access to a computer outside the labs, you may use it to work on laboratories, but you will need to acquire your own software. Please note that we do not have the resources to provide assistance if you have difficulties with a computer at home -- the tutors can only answer questions about the laboratories and the workstations in the laboratories. Note also that we cannot offer you any help with choosing, setting up, or fixing your own computer system, other than the general advice that we provide on the website.

Laboratories in the second part of the trimester consist of a Mechatronics design exercise to build an autonomous vehicle over a 6-week group project exercise. Details will be announced in Week 6.

Withdrawal

The last date for withdrawal from ENGR 101 with entitlement to a refund of tuition fees is Friday 25 July 2014. The last date for withdrawal without being regarded as having failed the course is Friday 26 September 2014 -- though later withdrawals may be approved by the Dean in special circumstances.

Textbook

There is a custom textbook for ENGR 101. Titled ENGR101: Engineering Technology, compiled from many McGraw Hill textbooks. It is intended to be a fundamental resource throughout a student's degree containing much useful information about many aspects of engineering.

We suggest you obtain a copy. Arguably, it contains too much information and is too good value for money - thus do not be put off by its size! It is designed to stimulate interest in engineering as well as being comprehensive and supporting examinable material.

You will also find many useful resources in the library and you are encouraged to seek out extra information as appropriate.

Workload

In order to maintain satisfactory progress in ENGR 101, you should plan to spend an average of 10 hours per week on this paper. A plausible and approximate breakdown for these hours would be:

- Lectures and tutorials: 4 hours
- Laboratories: 2 hours
- Writing lab reports: 1 hour
- Reading, preparation and assignments: 3 hours

Note this is a weekly average and assignments are fortnightly, so a good student would expect to spend six hours on an assignment plus relevant reading and preparation as necessary.

Studying for exam and test is very important and necessary during the mid-trimester break and study week, with at least 30 hours in total recommended.

School and Staff

The School of Engineering and Computer Science is located on levels 2 and 3 of the Cotton building and level 2 of the Alan McDiarmid building. The School office is located on level three of the Cotton Building ([Cotton 358](#)). The head of the School is Professor [Dale Carnegie](#), and the Dean of Engineering is Professor [John Hine](#).

The course organiser and main lecturer for ENGR 101 is

- [Rebecca Ford](#)
 - [Cotton 353](#)
 - +64 4 463 5233 x7288
 - rebecca.ford@ecs.vuw.ac.nz

Other lecturers contributing to the course are

- [Stuart Marshall](#)
 - [Cotton 261](#)
 - +64 4 463 5045
 - stuart.marshall@ecs.vuw.ac.nz
- [Bryan Ng](#)
 - [Alan MacDiarmid 404](#)
 - +64 4 463 9998
 - bryan.ng@ecs.vuw.ac.nz

The Senior Tutor is

- [Zarinah Amin](#)
 - [Cotton 343](#)
 - +64 4 463 5936
 - zarinah.amin@ecs.vuw.ac.nz

[Arthur Roberts](#) is in charge of the day to day running of the laboratories. For any problems with laboratories or if you are unable to attend your assigned laboratory due to illness or other extraordinary circumstances please contact [Arthur Roberts](#). His contact details are:

- [Cotton 145](#)
- +64 4 463 6750
- Arthur.Roberts@ecs.vuw.ac.nz

A class representative will also be elected for this course during the first week of term.

Announcements and Communication

The main means of communication outside of lecture will be the ENGR 101 web area at http://ecs.victoria.ac.nz/Courses/ENGR101_2014T2/. There you will find, among other things, this document, the lecture [schedule](#) (with links to copies of the lecture slides), [assignment handouts](#), the [ENGR 101 Forum](#), and the assignment submission system. The forum is a web-based bulletin board system. Questions, comments, and responses can be posted to the forum. Staff will read the forum posts and will frequently respond to them also. You should make a bookmark to the course home page because you will need to access it frequently.

Assessment

Assessments will assess students' mastery of the technical material in the course (Objective 1). The assignments will require some written answers to aid the development of good written communication skills (Objective 3). The first portion of the laboratories will focus on practical computing skills (Objective 5). This will be assessed primarily through brief written laboratory reports. The second half of the laboratories will focus on the development of teamwork and oral communication skills (Objectives 2 and 3). Assessment of this portion of the laboratory will also depend on the technical prowess of the resulting engineering designs (Objective 5). Finally, the test and exams will assess students' mastery of both the course's technical content (Objective 1) and of engineering professionalism and ethics (Objective 4).

Your grade for ENGR 101 will be determined based on the following assessment weightings:

<u>Item</u>	<u>Weight</u>
Assignments	12%
Labs Part 1	10%
Labs Part 2	20%
Tests	8%
Final Examination	50%

Assignments

There will be three written assignments. The purpose of the assignments is to help you to learn the material in the course. They are worth an important fraction of the assessment and experience shows that those not making a good attempt at the assignments often do poorly in tests and the exam.

The course web site has a page listing [the assignments, due dates, and resources](#). Assignments are weighted equally and are due in on Wednesday at 5 pm. The assignments will be made available at least a week before the due date. You should check each assignment for submission details, as they will require electronic submission in PDF format only [note: hard copy submission is not allowed as we cannot trace submissions]. Before the assignment's due date you may resubmit as many times as you wish, but the most recent submission of a file will always overwrite previous submissions.

You must submit assignments as PDF files. Other formats are not acceptable and will result in a zero mark - **Do not** use a proprietary file format such as .doc or .docx for example. We may use an automated system, e.g. TurnItIn, to check all submitted work in order to identify students submitting plagiarised work.

Work submitted late will be subject to a penalty of 10% per day for 4 days. No work will be accepted after this unless previously arranged with the course organiser.

Model solutions to the assignments will be posted some time after the assignment deadline, so that you can review and assess your own work. Comparing your work to the provided solutions is an important part of the learning.

Laboratory Work

The laboratories in the first half of the trimester (weeks two to five inclusive) are worth 10% of your final grade (split evenly between labs). During the lab you will apply the knowledge gained from the lectures in the proceeding week to complete a number of tasks. These tasks are split into Core tasks, Completion tasks, and Challenge tasks. Successfully performing of all the Core tasks will enable you to get awarded up to 65% of the lab marks. By successfully performing all the Completion tasks enables you to be awarded a maximum of 80%, the Challenge tasks can take you up to 100%.

But simply performing the tasks will not necessarily ensure that you get the marks. You must clearly document your work in a lab report, and you must make sure you include code for the tasks with brief explanations in your report. During each lab you will have two hours to undertake tasks and document these in your lab report. Lab reports are to be submitted at the end of the week. If the lab report is not submitted by the end of the week then it will not be accepted and no marks will be given for that lab.

In the second half of the trimester there will be a group challenge to build and autonomous vehicle. This challenge is worth 20% of your total marks, 10% for the performance of the robot your groups builds, and 10% for the final report. The provisional hand in for the autonomous vehicle report is 17 Oct. Reports submitted late will be subject to a penalty of 10% per day for 4 days. No work will be accepted after this unless previously arranged with the course organiser.

Tests

During the term there will a test on the material covered to date, which is worth 8% of your final grade.

The test will be administered during the normal lecture times, and will be held on 10 Sep. If you cannot attend the test, please contact the course coordinator as soon as possible to make alternate arrangements.

Exams

The timetable for final examinations will be available from the University web site and will be posted on a notice board outside the faculty office. The final examination will be three hours long. Paper non-English to English dictionaries will be permitted in the examination. The examination period for trimester 2 is 24 October - 15 November.

Unless we explicitly state that something is not examinable, all material presented in lectures could appear on the final exam. In particular, do not assume that something in the lectures and laboratories is not examinable because it does not appear in the printed lecture notes [Note: not all of the content in the course textbook is examinable].

Bachelor of Engineering students should be aware that copies of their assessed work may be retained for inspection by an accreditation panel.

Plagiarism: Working Together and Plagiarism

We encourage you to discuss the principles of the course and assignments with other students, to help and seek help with programming details, problems involving the lab machines. However, any work you hand in must be your own work.

The School policy on Plagiarism (claiming other people's work as your own) is available from the course home page. Please read it. We will penalise anyone we find plagiarising, whether from students currently doing the course, or from other sources. Students who knowingly allow other students to copy their work may also be penalised. If you have had help from someone else (other than a tutor), it is always safe to state the help that you got. For example, if you had help from someone else in writing a component of your code, it is not plagiarism as long as you state (eg, as a comment in the code) who helped you in writing the method.

In ENGR 101, we may use an automated system, e.g. TurnItIn, to check all submitted work.

Use of Turnitin.com

Student work provided for assessment in this course may be checked for academic integrity by the electronic search engine <http://www.turnitin.com>. Turnitin is an online plagiarism prevention tool which compares submitted work with a very large database of existing material. Turnitin will retain a copy of submitted material on behalf of the University for detection of future plagiarism, but access to the full text of submissions is not made available to any other party.

Passing ENGR 101

To pass ENGR 101, a student must satisfy all the mandatory requirements (see below) and gain at least a **C-** grade overall (50% minimum).

If you are a BE student, you should aim for a high grade because this course is fundamental to engineering. Also, you will require a 'B' average in your Part 1 courses to progress in your BE.

Mandatory Requirements

1. The "Real world engineering" seminar series is designed to provide an essential overview of real world aspects of engineering, so you must submit a reasonable attempt at a report giving an overview of the material provided during the seminars.
2. You must also get at least a **D** in the final examination (40% minimum).

Student Feedback

A summary of the course feedback provided by students previously for this course is available [here](#).

Rules & Policies

Find key dates, explanations of grades and other useful information at <http://www.victoria.ac.nz/home/study>.

Find out about academic progress and restricted enrolment at <http://www.victoria.ac.nz/home/study/academic-progress>.

The University's statutes and policies are available at <http://www.victoria.ac.nz/home/about/policy>, except qualification statutes, which are available via the Calendar webpage at <http://www.victoria.ac.nz/home/study/calendar> (See Section C).

Further information about the University's academic processes can be found on the website of the Assistant Vice-Chancellor (Academic) at <http://www.victoria.ac.nz/home/about/avcacademic>

All students are expected to be familiar with the following regulations and policies, which are available from the school web site:

[Grievances](#)

[Student and Staff Conduct](#)

[Meeting the Needs of Students with Disabilities](#)

[Student Support](#)

[Academic Integrity and Plagiarism](#)

[Dates and Deadlines including Withdrawal dates](#)

[School Laboratory Hours and Rules](#)

[Printing Allocations](#)

[Expectations of Students in ECS courses](#)

The School of Engineering and Computer Science strives to anticipate all problems associated with its courses, laboratories and equipment. We hope you will find that your courses meet your expectations of a quality learning experience.

If you think we have overlooked something or would like to make a suggestion feel free to talk to your course organiser or lecturer.

[Course Outline as PDF](#)
