

## ELEX 2117 Course Information

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### Instructor

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Ed Casas. You can reach me by e-mail at [ecasas@bcit.ca](mailto:ecasas@bcit.ca), by phone at +1 604 432 8936 or by posting a question on the course website.

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### Office Hours

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There will be no in-person office hours. Questions about the course material are best posted to the course website's discussion forum but if you'd like individual help, please contact me by phone or e-mail to set up an appointment and we can meet online.

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### Course Website

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Lecture notes, lab instructions, quizzes, exams and solutions will be available on the course website: <https://learn.bcit.ca/d2l/home/673602>.

The website also contains the latest schedule of lectures, labs, quizzes, exams and the course withdrawal deadline.

Please ask questions of general interest on the course website under Activities → Discussions. This includes questions about the lecture and lab material. Questions about personal matters such as marking or absences should be e-mailed to the instructor.

However, please do *not* send "e-mail" from the course website; these are not forwarded to actual e-mail and I am unlikely to see them. Instead, use the e-mail address above.

You can get text or email notifications of updates to the course web site: follow the "Show All New Items" link on the course home page and select "Notifications" from the "More Actions" drop-down menu.

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### Online Course Format

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The course will be held entirely online this term. You should attend the online lectures. You must attend the online quizzes and exams scheduled during the

course. You must do the labs at home and then submit the documentation described in each lab to show that you completed the lab.

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### Evaluation

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Component	Weight
Labs (8)	30%
Quizzes (5)	25%
Mid-Term Exams (2)	25%
Final Exam (1)	20%

### Labs

Lab instructions will be posted on the course website beginning the week of September 14. You will have at least one week to complete each lab.

The Assistant Instructor for the course, [Andrew Mokrzycki](#), will be available in a Virtual Classroom at the start of each scheduled lab session. He will be available to help until the end of the lab session or until all students have left.

You will need to submit a report or other documentation for each lab to show that you understood the material and completed the lab. For example, you may need to submit a video showing the operation of a circuit or screen captures of simulation results. The assignment folder for each lab will show its due date.

If you pass the theory but not the practical (lab) part of the course you will receive a mark of U; this counts as a failure.

### Quizzes

Quizzes will be held during the scheduled lecture times on the dates noted in the course schedule.

### Exams

Thursday from 3:30 to 5:20 is reserved for Level 2 midterm exams. The two ELEX 2117 midterm exams will be on October 8 and November 5.

A three-hour final exam will be scheduled during the exam week between December 7 and 11.

Quizzes and exams will be available under the Activities → Quizzes feature of the course website. They will be “open book” – you may use any books or notes you wish but you may not communicate with other students during the exam.

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## Important Dates

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Sep. 9	Classes start
Oct. 12	Thanksgiving Holiday
Nov. 11	Remembrance Day Holiday
Nov. 16	Last day to withdraw and receive a “W” on transcript
Dec. 7–11	Final exams

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## Attendance and Absences

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I recommend, but do not require, attendance at lectures. If you miss a lecture you can review a recording which will be available on the course website after the lecture.

You do not have to attend your (virtual) lab session but you must submit the required documentation for a lab to get credit for completing it.

The process to follow if you were unable to complete a quiz, lab or exam because of illness is under review. You may not need a medical certificate to justify an accommodation for an absence.

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## Lecture Notes and Other Resources

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There is no textbook for this course. Instead, lecture notes will be provided for each topic.

These notes may include exercises that will be completed during the lecture. The answers will be made available on the course website, but you should try to work out the exercises on your own.

The course website contains other resources including two textbook chapters, datasheets, software and links to online materials.

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## Document Preparation and Submission

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## Document File Formats

Unless otherwise specified, documents should be submitted in PDF format. *If you submit a document in the wrong file format you will receive a mark of zero for that submission.* Note that the website will not warn you if you submit the wrong file type.

## Creating PDF Files

Word processors (recent versions of Microsoft Word and the free [LibreOffice](#)) will export to PDF files. Please rotate, crop and scale any images appropriately. Most operating systems also allow you to “print” to a PDF file from their print dialogs.

If you prefer to write your labs by hand you can scan them and convert them to PDF. There are apps (Microsoft Office Lens, Genius Scan, Adobe Scan) that can photograph your handwritten documents and convert them to PDF. Grayscale scans are easier to read than two-level.



After submitting a document make sure it’s readable by viewing it on the course website. For example, embedded files such as source code or spreadsheets are often invisible.

## Video Recordings

For some labs you will need to submit a video demonstrating the operation of your circuit. Please submit the shortest and lowest-resolution recording that demonstrates the lab. Ensure the video can be viewed on a recent web browser.

## Submission

Files must be submitted to the correct folder in the Activities → Assignments section on the course website.

You may use any file name for your document. Don’t add comments with your submission – we may not see them. Note that submitting files requires two steps:  followed by . You should receive an e-mail confirmation; save it.

Checking that your document is submitted to the correct submission folder and that it’s readable is as important as using the correct file format. Double-check that you’ve used the correct submission folder and then download your submission to make sure it’s readable.

Submissions may be collected any time after the submission deadline. You'll receive a mark of zero for that submission if you have not submitted your file(s) to the correct folder when they're collected.

You'll be able to update your submissions until they're collected. So if you're not finished by the deadline I recommend submitting the incomplete version and updating it later if you get a chance.

### Important Notes

- 1. If you do not submit a document in the required file format it will not be downloaded or read and you will receive a mark of zero for that submission.**
- 2. You must submit the document in PDF format unless another file format is specified.**

The website will not warn you if you submit the wrong file, submit it to the wrong folder, if the file is in the wrong format or if it's unreadable. Each of these happen every year.

No allowances will be made for these types of mistakes. This policy will seem harsh when you get no credit for something on which you've spent much effort but it's necessary so we can run the course efficiently and equitably.

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## Marking

Marked submissions will be available in the Assignments section of the course website in the "feedback" column. Not all items in each submission may be marked.

The marking scheme will be published on the course website under "Course Information" along with your encrypted marks.

Each student will be supplied with a password they can use to view their own marks. This password will be available in the "Password" column in the "Grades" section of the course web site.

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## Lab Hardware

To complete the labs you will need the ELEX 1117 and 2117 parts kits and the DMM and Analog Discovery 2 as described in the [information for First Year students](#).

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## Software

We will use [Quartus Prime](#) for logic synthesis and the associated version of ModelSim for simulation. The course website has links to, and information about, this software.

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## Academic Integrity

Labs and exams in this course must be done *individually*. Students are encouraged to seek help from classmates but copying is not allowed. Instances of plagiarism will be dealt with according to BCIT policy [5104](#).

Here are some guidelines for this course:

### Don't:

- divide up the work or together on solutions
- submit a modified copy of someone else's solution
- ask to look at someone else's solution or show someone else your solution, not even in rough form
- write out a solution for someone else, not even on a white board

### Do:

- help someone else arrive at their own solution by asking them leading questions
- explain your interpretation of the question (but not the solution)
- explain material found in the lecture notes or other references
- share books, papers or links to useful reference material – unless finding this material is part of the assignment

- compare your final result – but only if each person has arrived at their answer independently; any discrepancies must be resolved independently

Briefly, if a classmate asks for help, help them to find their own solution, do not show them yours. When copying is detected I can't tell who copied from whom and all students involved will be penalized.

Labs and exams may be set up in a way that allows plagiarism to be detected. This may not be obvious to you.

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### Distributing Course Materials

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Lecture recordings are for students in the course and may not be redistributed.

Please ask before distributing materials I've posted. I typically give permission under a CC BY-NC-ND [Creative Commons](#) license but this is not possible when the materials are owned by others, such as BCIT.

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### Copyright and Plagiarism

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Throughout your career you will use the work of others. This introduces two different risks: copyright infringement and plagiarism.

Whenever you use the work of others you should ask yourself two questions:

- Am I allowed to copy this material? In Canada this question is answered by Canadian copyright law and determines whether you would infringe copyright.
- Do I need to cite a source for this idea? For BCIT students this question is answered by section 8.1 of BCIT's [policy on academic integrity](#) and determines whether you would commit plagiarism.

Copyright law forbids copying others' work without permission although there are certain exceptions. In addition to the "fair dealing" exemptions, BCIT belongs to [Access Copyright](#) which gives you permission to copy and download material from many publishers.

Plagiarism means taking credit for the work of someone else. Briefly, you must reference the source

of an idea if there's a possibility a reader could mistake it as your own.

You are expected to comply with these laws and policies. The BCIT Library has introductory material on [copyright](#) and [avoiding plagiarism](#).

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### Quiz

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Are the following true or false?

- I can submit documents prepared using Microsoft Word.
- I can submit .docx files.
- I must pass the lab portion of the course to pass the course.
- If I miss a lecture I must get a note.
- If I missed a lab because I was sick I should email the instructor a medical certificate.
- The instructor prefers that I ask questions using the Learning Hub e-mail system.
- Plagiarism could harm your professional reputation.
- Plagiarism could result in criminal charges and a fine.