Course Information
Course #: ELE 131 Introduction to Unmanned Systems
1 Credits
Semester Year:

Instructor Information
Instructor: Greg Betz
Phone: (240) 500-2581
Email: gabetz@hagerstowncc.edu
Office: STEM 515
Office hours:
• TBD

Course Description
This course prepares students to take the FAA part-107 certification test. Federal regulations, weather, loading, performance, and airspace regulations will all be covered. Operation of unmanned vehicles will also be covered in this course.

Textbook and Course Materials
• No Textbook

Student Learning Outcomes
At the completion of this course students will be able to
• Summarize the National Airspace System, including classifications, special use airspace, and authorized airspaces related to unmanned aircraft.
• Interpret various weather codes to understand effects on UAV performance
• Identify and apply Part-107 rules related to small unmanned aerial Systems (sUAS) operations in the NAS

Definition of Credit Hour: Classroom Courses
To earn one academic credit at HCC, students are required to complete a minimum of 37.5 clock hours (45 fifty-minute academic hours) of coursework per semester. Those hours of coursework may be completed through a combination of hours in the classroom and hours outside the classroom. Certain courses may require more than the 37.5 minimum hours of coursework per credit. For most classes, students should expect to complete at least 2 hours of coursework outside of class for each hour of in-class coursework.

<table>
<thead>
<tr>
<th>Type of Work</th>
<th>DIRECT Faculty Instruction In-Class</th>
<th>Student Work Out of Classroom</th>
</tr>
</thead>
<tbody>
<tr>
<td>In-class Instruction</td>
<td>12.5</td>
<td></td>
</tr>
<tr>
<td>Readings</td>
<td></td>
<td>5 hours</td>
</tr>
<tr>
<td>Reading Review Questions and Answers</td>
<td></td>
<td>5 hours</td>
</tr>
<tr>
<td>Type of Work</td>
<td>DIRECT Faculty Instruction In-Class</td>
<td>Student Work Out of Classroom</td>
</tr>
<tr>
<td>------------------------------</td>
<td>-------------------------------------</td>
<td>-------------------------------</td>
</tr>
<tr>
<td>Research Assignments</td>
<td>5 hours</td>
<td></td>
</tr>
<tr>
<td>Exam Preparation</td>
<td>10 hours</td>
<td></td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>12.5h</td>
<td>25</td>
</tr>
</tbody>
</table>

**Grading Scale**
At the end of the course, students who have earned the following course averages will have earned the corresponding letter grade. Final grades are rounded to the nearest whole number.
- 90% to 100% = A
- 80% to 89% = B
- 70% to 79% = C
- 60% to 69% = D
- 0% to 59% = F

**Assignments That Make Up the Course Grade**

<table>
<thead>
<tr>
<th>Course assignment</th>
<th>Percentage of course grade</th>
</tr>
</thead>
<tbody>
<tr>
<td>Homework</td>
<td>10%</td>
</tr>
<tr>
<td>In class activities</td>
<td>20%</td>
</tr>
<tr>
<td>Tests</td>
<td>60%</td>
</tr>
<tr>
<td>Participation</td>
<td>10%</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>100%</strong></td>
</tr>
</tbody>
</table>

**Course Policies**

**Incomplete Policy:** Students will not be given an incomplete grade in the course without sound reason and documented evidence as described in the Student Handbook. For a student to receive an incomplete, he or she must also be passing the course with a minimum of 70% and must have completed 75% of the course.

**Cell phones:** Usage is not permitted during exam time.

**Disclaimer:** The instructor reserves the right to alter the class lectures/online assignments in any way to best utilize the class time.

**Services for Students with Special Needs:** Students may receive reasonable accommodations if they have a diagnosed disability and present appropriate documentation. Students seeking accommodations are required to contact the Disability Support Services (DSS) office as early as possible. Students may contact a DSS staff member for an appointment at dss@hagerstowncc.edu or at 240-500-2273.

**Email:** You must use your HCC email account. All emails will be sent to this account. Failure to receive an email from your instructor because you did not use this account is not a reason for extending deadlines. If you use your personal email, emails from your instructor may be blocked.
Contacting Your Instructors:

- Use only the HCC email to communicate to your instructors. All credit students must use their HCC account (consider forwarding emails to other accounts).
- **Subject lines** begin with ELE131-## (where ## is your section number) ELE131-18 is an example followed by few simple words such as: Problem, Question, Missing Class. If this is an assignment, then the subject line should read: ELE 131-## Assignment Name
  NOTE: The body of the email ends with the student’s signature (First name Last name) and ELE 131-## (Replace # with your section number). Include this information again, even though it was in the heading. This is the correct way to send all emails.
- Use proper English. Do not use IM slang, texting, or emoticons.

**Tutoring Services:** If you are experiencing problems with this course, contact The Student Success Center, LRC346, 240/500-2560. This is a free service to all students.

**Missed Deadlines:** All assignments and assessments have due dates. Any deviations should be worked out with the instructors PRIOR to the published due date.

**Late Assignment Policy:** It is the responsibility of the student to complete and submit all assignments on the due date in the manner specified at the time of the assignment. In the event that an assignment is not submitted by the deadline on the specified due date, an 11% penalty will be assessed. You have five days after the due date to complete the assignment. Students must notify their instructors via email when they have completed a late assignment within five days of the due date. If an assignment is more than five days past the due date, it will not be accepted!

**When Submitting a Late Assignment:** Notify your instructors when you submit the assignment via email. The instructors must manually accept your late submission. Without an email, it will not be accepted. **Notifications of a late assignment received more than 5 days past the due date will not be accepted.**

**Extra Credit:** There is no extra credit.

**Honor Code/Cheating Policy** - Students who submit identical (or very similar) out/in-class projects, homework or students whose assessment grades are not consistent with the quality of the assignments submitted will be assumed not to be doing their own work. Any violation of the honor code will result in an “F” for the course. No Exceptions!!

Students are expected to uphold the school’s standard of conduct relating to academic honesty. Students assume full responsibility for the content and integrity of the academic work they submit. The guiding principle of academic integrity shall be that a student’s submitted work, examinations, reports, and projects must be that of the student’s own work. Students shall be guilty of violating the honor code if they:

1. Represent the work of others as their own
2. Use or obtain unauthorized assistance in any academic work
3. Give unauthorized assistance to other students
4. Modify, without instructor approval, an examination, paper, record, or report for the purpose of obtaining additional credit
5. Misrepresent the content of submitted work (this includes coursework that has been submitted for other courses or previous attempts of this course)
The penalty for violating the honor code is severe. Any student violating the honor code is subject to receive a failing grade for the course and will be reported to the Office of Student Affairs. If a student is unclear about whether a particular situation may constitute an honor code violation, the student should meet with the instructor to discuss the situation.

Academic integrity violations will be reported. Academic integrity violations include cheating on tests, plagiarism, and assisting another student in violating the academic integrity of the college. Read more in the HCC Student Handbook.

Appeals Policy:
To appeal a grade, send an e-mail to your instructor's e-mail address within two weeks of the grade having been received. Overdue appeals will not be considered.

Reading Assignments. In order for the class to progress according to the schedule, reading assignments must be completed on time. Some class time will be devoted to application projects; however, depending upon individual skill levels, additional time outside of class may be needed. Projects must be turned in on assigned dates. It is suggested that you have a backup copy of all assignments.

Missed Exams. Students absent from an announced examination may be given an equivalent examination later at the discretion of the instructor. The instructor must be notified prior to the exam that you will not be able to take the exam. This includes everyone in sports, field trips, and previous appoints. The word PRIOR does not mean one hour before the exam. As soon as you know, inform your instructor. If you do not notify your instructor prior to the exam date, your final exam grade may be lowered one letter grade.
## Presentation rubric

<table>
<thead>
<tr>
<th>CATEGORY</th>
<th>3</th>
<th>2</th>
<th>1</th>
<th>0</th>
</tr>
</thead>
<tbody>
<tr>
<td>Preparedness</td>
<td>Student is completely prepared</td>
<td>Student relatively prepared but needs more research</td>
<td>Student is somewhat prepared but is lacking in research</td>
<td>Student does not seem prepared</td>
</tr>
<tr>
<td>Listens to Other presentations</td>
<td>Listens and is not distracting</td>
<td>Listens but is distracting</td>
<td>Does not appear to be constantly listening</td>
<td>Does not appear to be listening and is distracting</td>
</tr>
<tr>
<td>Speaks Clearly</td>
<td>Speaks clearly and distinctly at all times</td>
<td>Speaks clearly and distinctly 95% of time</td>
<td>Speaks clearly and distinctly 85% of time</td>
<td>Difficult to understand</td>
</tr>
<tr>
<td>Stays on Topic</td>
<td>Stays on topic all of the time</td>
<td>Stays on topic 90% of time</td>
<td>Stays on topic 75% of time</td>
<td>Does not stay on topic</td>
</tr>
<tr>
<td>Content</td>
<td>Shows a full understanding of the topic</td>
<td>Shows a good understanding of the topic</td>
<td>Shows a good understanding for parts of the topic</td>
<td>Does not seem to understand the topic</td>
</tr>
<tr>
<td>Collaboration with Peers</td>
<td>Always listens, shares with, and supports the efforts of others. Tries to keep people working well together.</td>
<td>Usually listens to, shares with, and supports the efforts of others in the group. Does not cause “waves” in the group</td>
<td>Often listens to, shares with, and supports the efforts of others in the group but sometimes is not a team member.</td>
<td>Rarely listens to, shares with, and supports the efforts of others in the group. Often is not a team member.</td>
</tr>
<tr>
<td>Comprehension</td>
<td>Student is able to accurately answer almost all questions posed by classmates about the topic</td>
<td>Student is able to accurately answer most questions posed by classmates about the topic</td>
<td>Student is able to accurately answer a few questions posed by classmates about the topic</td>
<td>Student is unable to accurately answer questions posed by classmates about the topic</td>
</tr>
</tbody>
</table>

**Comments**

**Total Possible 21**

**Your Total**

**Grade**