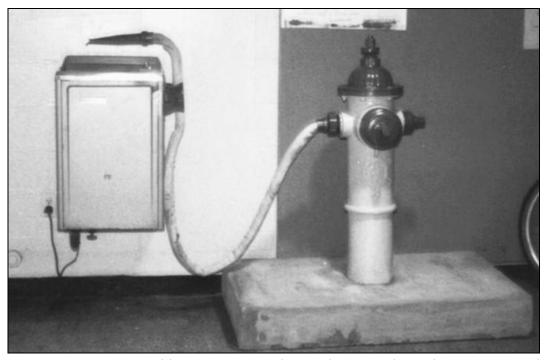
# Syllabus version 1.1

### Instructor

David J. Malan malan@post.harvard.edu +1-617-523-0925

# **Synopsis**

This course is all about understanding: understanding what's going on inside your computer when you flip on the switch, why tech support has you constantly rebooting your computer, how everything you do on the Internet can be watched by others, and how your computer can become infected with a worm just by turning it on. In this course we demystify computers and the Internet, along with their jargon, so that students understand not only what they can do with each but also how it all works and why. Students leave this course armed with a new vocabulary and equipped for further exploration of computers and the Internet. Topics include hardware, software, the Internet, multimedia, security, website development, programming, and dotcoms. Through optional handson sections and workshops, local students have opportunities to dissect as well as upgrade a computer with additional hardware, search the Internet more effectively, build a wireless network, create digital images, eradicate spyware, and design webpages. Problem sets offer online students similar opportunities. This course is designed both for those with little, if any, computer experience and for those who use a computer every day.



http://hacks.mit.edu/Hacks/by\_year/1991/fire\_hydrant/

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# **Expectations**

You are expected to attend or watch all lectures, complete nine problem sets, take two exams, and produce a final project.

## Grades

Your final grade will be determined as follows.

Problem Sets	40%
Exam 1	20%
Exam 2	20%
Final Project	20%

## Website

The address of this course's website follows.

```
http://www.fas.harvard.edu/~cscie1/
```

Visit this site to read course-wide announcements, access digital videos of lectures, browse archives of course-wide discussions, download handouts and software, and follow links to other resources.

If you are taking this course via the Internet, this website will be your window into the course's classrooms. Everything that you will need to succeed in this course will be available for you there.

## Staff

For current contact information for the course's staff, follow the appropriate link on the course's website.

For the sake of expediency, if you wish to pose a question or comment to the entire staff, simply email the address below.

csciel@fas.harvard.edu

### Listserv

To facilitate discussion among students outside of class, this course hosts a listserv intended for student-initiated comments, discussions, and questions. To subscribe to this listserv or browse archives of messages posted, follow the appropriate link on the course's website. To post a message to the list, once subscribed, simply email the address below.

csciel@lists.dce.harvard.edu

It is expected that students will exercise discretion in posts regarding the course's problem sets, as per this document's discussion of academic honesty.

## **Books**

No books are required for this course.

However, we do recommend that you procure a set of four books; we offer you a choice of two such sets. A schedule of recommended readings from each set is provided in this document's discussion of lectures.

The first set is designed for true beginners—students relatively unfamiliar or uncomfortable with computers and the Internet. The second set is designed for students more savvy with computers the Internet. Both sets cover much of the course's material; the second set, however, provides additional technical detail which may appeal to students eager for additional challenge.

Each of the books in these sets is available for purchase either at the Harvard Coop, located in Harvard Square at 1400 Massachusetts Avenue, or at such sites as Amazon.com.

## Set One: for True Beginners

Computers Are Your Future 2006, Complete Edition Bill Daley Prentice Hall, Inc., 2006 ISBN 0-13-148801-5

How the Internet Works, Seventh Edition Preston Gralla Que Publishing, 2003 ISBN 0-7897-2973-3

How to Use HTML and XHTML Gary Rebholz Sams Publishing, 2001 ISBN 0-672-32031-2

Teach Yourself VISUALLY Computers, Fourth Edition Paul McFedries John Wiley & Sons, Inc., 2005 ISBN 0-7645-9753-1

# Set Two: for Students More Savvy

Computers Are Your Future 2006, Complete Edition Bill Daley Prentice Hall, Inc., 2006 ISBN 0-13-148801-5

How Computers Work, Seventh Edition Ron White Que Publishing, 2003 ISBN 0-7897-3033-2

How the Internet Works, Seventh Edition Preston Gralla Que Publishing, 2003 ISBN 0-7897-2973-3

HTML for the World Wide Web with XHTML and CSS: Visual QuickStart Guide, Fifth Edition Elizabeth Castro
Peachpit Press, 2002
ISBN 0-321-13007-3

The following two books are also recommended for this course. Although not part of a recommended set, these texts may assist in your comprehension of course material and serve as valuable reference materials after the course's completion. Each is available for purchase either at the Harvard Coop, located in Harvard Square at 1400 Massachusetts Avenue, or at such sites as Amazon.com.

DHTML and CSS for the World Wide Web: Visual QuickStart Guide, Third Edition Jason Cranford Teague Peachpit Press, 2004
ISBN 0-321-19958-8

How the Mac Works, Millennium Edition John Rizzo and K. Daniel Clark Que Publishing, 2000 ISBN 0-7897-2428-6

# Grossman Library

Grossman Library, located in Sever Hall 311, is a reserve-reading and study library open to all Extension School students. Each of this course's recommended texts has been placed on reserve in this library for you to read within the comfort of the library; books may not be checked out.

Grossman Library is open Monday, 19 September 2005, through Monday, 23 January 2006, according to the following schedule.

Monday through Thursday	12:00 P.M. ET – 10:00 P.M. ET
Friday	12:00 P.M. ET – 6:00 P.M. ET
Saturday	10:00 A.M. ET – 6:00 P.M. ET
Sunday	12:00 P.M. ET – 6:00 P.M. ET

Grossman Library is closed on University holidays. The library's phone number is (617) 495-4163.

## Lectures

Lectures will take place in Harvard Hall 104 on most Thursdays from 5:30 P.M. ET until 7:30 P.M ET.

Digital videos and Podcasts of each lecture will be available on the course's website, typically within twenty-four hours of a lecture's delivery; once posted, videos and Podcasts will remain available until semester's end. Although the videos are intended to be viewed by students taking the course via the Internet, students taking the course on campus are welcome to watch the videos in the event that their attendance at one or more lectures is not possible. All students are welcome to watch the videos or listen to the Podcasts for the purpose of reviewing the content of particular lectures.

Visit the address below for technical requirements for watching the videos.

http://www.extension.harvard.edu/DistanceEd/

A schedule of lectures and recommended readings follows.

## Lecture 1: Hardware

Thursday, 22 September 2005

**Lecture topics.** Computation. Overview. Bits and bytes. ASCII. Processors. Motherboards: connectors, ports, slots, and sockets and system bus. Memory: ROM, RAM, level-1 and -2 cache, secondary storage, and virtual memory.

**Recommended readings from Set One.** Computers Are Your Future 2006: Chapters 1 and 6. Teach Yourself VISUALLY Computers: Chapters 1 and 2.

**Recommended readings from Set Two.** Computers Are Your Future 2006: Chapters 1 and 6. How Computers Work: Chapters 1, 2, 4, 5, 6, and 15.

## Lecture 2: Hardware, Continued

Thursday, 29 September 2005

**Lecture topics.** Secondary storage: floppy disks; hard disks; CD-ROM discs; DVD-ROM discs; and recordable and rewriteable discs. Expansion buses and cards: PCI, AGP, ISA, and SCSI. Ports. I/O devices. Monitors: color depth, resolution, dot pitch, and refresh rate. Peripherals. How to shop for a computer. History.

**Recommended readings from Set One.** Computers Are Your Future 2006: Chapter 7 and Spotlight 6. Teach Yourself VISUALLY Computers: Chapters 3, 4, 10, and 15.

**Recommended readings from Set Two.** Computers Are Your Future 2006: Chapter 7 and Spotlight 6. How Computers Work: Chapters 10, 11, 12, 13, 14, 16, 17, 18, 19, 20, 21, 22, 34, and 35.

## Lecture 3: Software\*

Thursday, 6 October 2005

**Lecture topics.** It's the first of two movie nights for Computer Science E-1! A look at "how modern day visionaries Bill Gates and Steve Jobs changed the world" by way of *Pirates of Silicon V alley*, a dramatization of the history of Microsoft Corporation and Apple Computer, Inc.

**Recommended readings from Set One.** Computers Are Your Future 2006: Chapters 4 and 5 and Spotlights 4 and 5. Teach Yourself VISUALLY Computers: Chapters 5, 6, and 7.

**Recommended readings from Set Two.** Computers Are Your Future 2006: Chapters 4 and 5 and Spotlights 4 and 5. How Computers Work: Chapters 3, 8, and 9.

<sup>\*</sup> Distant students unable to travel to campus unable and to borrow or rent a copy of *Pirates of Silicon Valley* will not be expected to submit Problem Set 2.

## Lecture 4: The Internet

Thursday, 13 October 2005

**Lecture topics.** Networks: clients and servers, peer-to-peer, piconets, (W)LANs and intranets, WANs and internets, the Internet, and domains. Email: addresses; IMAP, POP and SMTP; netiquette; spam; emoticons; snail mail; and listservs. SSH. The World Wide Web: URLs and HTTP. Blogs. Instant messaging. SFTP. Usenet.

**Recommended readings from Set One.** Computers Are Your Future 2006: Chapters 2 and 8 and Spotlight 2. How the Internet Works: Chapters 1, 4, 14, 15, 16, 17, 18, 19, 23, 25, 30, 31, 32, and 42. Teach Yourself VISUALLY Computers: Chapters 12 and 13.

**Recommended readings from Set Two.** Computers Are Your Future 2006: Chapters 2 and 8 and Spotlight 2. How Computers Work: Chapter 30 and 32. How the Internet Works: Chapters 1, 4, 14, 15, 16, 17, 18, 19, 23, 25, 30, 31, 32, and 42.

# Lecture 5: The Internet, Continued

Thursday, 20 October 2005

**Lecture topics.** Network topologies. Ethernet: NICs, cabling, hubs, and switches. Wireless: IR, Bluetooth, and 802.11. ISPs. Modems: dialup, cable, and DSL. The Internet: backbones, routers, TCP/IP, DHCP, and DNS. NAT.

**Recommended readings from Set One.** Computers Are Your Future 2006: Chapter 3 and Spotlight 3. How the Internet Works: Chapters 2, 3, 5, 6, 7, 8, 10, 11, 12, and 13. Teach Yourself VISUALLY Computers: Chapters 8, 11, and 14.

**Recommended readings from Set Two.** Computers Are Your Future 2006: Chapter 3 and Spotlight 3. How Computers Work: Chapters 26, 27, 28, and 29. How the Internet Works: Chapters 2, 3, 5, 6, 7, 8, 10, 11, 12, and 13.

# Lecture 6: Surprise<sup>†</sup>

Thursday, 27 October 2005

Lecture topics this week. We're not telling!

Recommended readings from Set One. None.

Recommended readings from Set Two. None.

<sup>†</sup> This lecture will take place from 6:30 P.M. ET until 7:30 P.M. ET, immediately following Exam 1.

## Lecture 7: Multimedia

Thursday, 3 November 2005

**Lecture topics this week.** Graphics: file formats, bitmaps v. vectors, compression, and hardware acceleration. Audio: file formats and compression. Video (and audio): file formats and compression. Streaming. File sharing.

**Recommended readings from Set One.** Computers Are Your Future 2006: Spotlight 7. How the Internet Works: Chapters 35, 36, 37, and 40. Teach Yourself VISUALLY Computers: Chapter 9.

Recommended readings from Set Two. Computers Are Your Future 2006: Spotlight 7. How Computers Work: Chapters 23, 24, and 31. How the Internet Works: Chapters 35, 36, 37, and 40.

# Lecture 8: Security

Thursday, 10 November 2005

Lecture topics this week. Threats to privacy: cookies, forms, logs, and data recovery. Security risks: packet sniffing, passwords, phishing, hacking, viruses and worms, and spyware. Piracy: WaReZ and cracking.

**Recommended readings from Set One.** Computers Are Your Future 2006: Chapter 9 and Spotlight 1. How the Internet Works: Chapters 41, 43, 44, 45, 46, 47, 48, and 49. Teach Yourself VISUALLY Computers: Chapter 16.

**Recommended readings from Set Two.** Computers Are Your Future 2006: Chapter 9 and Spotlight 1. How Computers Work: Chapter 33. How the Internet Works: Chapters 41, 43, 44, 45, 46, 47, 48, and 49.

## Lecture 9: Security, Continued

Thursday, 17 November 2005

**Lecture topics this week.** Defenses: scrubbing, firewalls, proxy servers, VPNs, cryptography, virus scanners, product registration and activation.

Recommended readings from Set One. None.

Recommended readings from Set Two. None.

# Lecture 10: Website Development

Thursday, 1 December 2005

Lecture topics this week. Webservers: structure, permissions, implementations, and www.people.fas.harvard.edu. Static webpages: XHTML, well-formedness, and validity. Dynamic webpages: SSIs, DHTML, CGI, ASPs, and JSPs.

**Recommended readings from Set One.** *How the Internet Works:* Chapters 20, 21, 22, 24, 26, and 34.

**Recommended readings from Set Two.** How the Internet Works: Chapters 20, 21, 22, 24, 26, and 34.

# **Lecture 11: Programming**

Thursday, 8 December 2005

**Lecture topics this week.** Pseudocode. Constructs: instructions, variables, conditions, branches, and loops. Languages: interpreted and compiled. JavaScript.

**Recommended readings from Set One.** *Computers Are Your Future 2006:* Chapter 11. *How the Internet Works:* Chapter 33.

**Recommended readings from Set Two.** Computers Are Your Future 2006: Chapter 11. How Computers Work: Chapter 7. How the Internet Works: Chapter 33.

# Lecture 12: Transformis L.L.C.<sup>‡</sup>

Thursday, 15 December 2005

Lecture topics this week. Mr. Omri Traub, founder of Transformis L.L.C., joins us tonight for a talk on his experience running a small startup during the recent tech bubble.

Recommended readings from Set One. None.

Recommended readings from Set Two. None.

<sup>†</sup> This lecture will take place from 6:30 P.M. ET until 7:30 P.M. ET, immediately following Exam 2.

# Lecture 13: Dotcoms\*\*

Thursday, 5 January 2006

**Lecture topics this week.** It's the second of two movie nights for Computer Science E-1! A look at the rise and fall of the dotcom era by way of *Startup.com*, a documentary that traces the history of govWorks.com.

Recommended readings from Set One. None.

Recommended readings from Set Two. None.

# Lecture 14: Computer Science

Thursday, 12 January 2006

Lecture topics this week. Where were you? Where are you? Where can you go?

**Recommended readings from Set One.** Computers Are Your Future 2006: Chapter 10 and Spotlight 8. How the Internet Works: Chapter 27.

**Recommended readings from Set Two.** Computers Are Your Future 2006: Chapter 10 and Spotlight 8. How the Internet Works: Chapter 27.

## Sections

Sections provide local students with opportunities to work hands-on with computers and the Internet with a teaching fellow by their side.

Sections take place weekly, with some exceptions. During the course's first lecture, local students sign up for a specific section (*i.e.*, day, time, and location). Sections begin meeting following the second lecture.

Distant students unable to travel to campus cannot enjoy these opportunities to work hands-on with computers and the Internet with a teaching fellow. But this course is as conceptual as it is practical. It is designed to arm local and distant students alike with a new vocabulary and to equip both for further exploration of computer science.

A schedule of sections follows.

Section 1: Dissecting a PC

29 September 2005 – 5 October 2005

Section 2: Upgrading a PC

6 October 2005 – 12 October 2005

<sup>\*\*</sup> Distant students unable to travel to campus unable and to borrow or rent a copy of *Startup.com* will not be expected to submit Problem Set 9.

# Section 3: Exploring the Internet

13 October 2005 – 19 October 2005

# **Section 4: Treasure Hunting**

20 October – 26 October 2005

# Section 5: Building and Configuring a (W)LAN

27 October 2005 – 2 November 2005

# Section 6: Designing GIFs, JPEGs, and PNGs

3 November 2005 – 9 November 2005

## Section 7: TF's Choice

10 November 2005 – 16 November 2005

## Section 8: Disinfecting a PC

17 November 2005 – 23 November 2005

# Section 9: Building Websites with XHTML

1 December 2005 – 7 December 2005

# Section 10: Enhancing Websites with CSS and SSI

8 December 2005 – 14 December 2005

# Section 11: Programming in JavaScript

15 December 2005 – 21 December 2005

# Section 12: Working on Final Projects

5 January 2006 – 11 January 2006

# **Section 13: Presenting Final Projects**

12 January 2006 – 18 January 2006

## Workshops

Mastering computers takes time. Although weekly sections afford local students the opportunity for guided exploration, there is always more to learn. To supplement weekly section activities, then, we offer workshops on various topics on most Saturdays during the term. Workshops' locations will be announced.

Attendance at these workshops is optional but encouraged.

Distant students unable to travel to campus cannot enjoy these opportunities to work hands-on with computers and the Internet with the teaching fellows. But this course is as conceptual as it is

practical. It is designed to arm local and distant students alike with a new vocabulary and to equip both for further exploration of computer science.

A schedule of workshops follows.

# Workshop 1: Using a PC and the Course's Website

Saturday, 1 October 2005, 1:00 P.M. ET – 3:00 P.M. ET

# Workshop 2: Navigating, Configuring, and Troubleshooting Windows

Saturday, 8 October 2005, 1:00 P.M. ET – 3:00 P.M. ET

# Workshop 3: Navigating, Configuring, and Troubleshooting Mac OS

Saturday, 15 October 2005, 1:00 P.M. ET – 3:00 P.M. ET

## Workshop 4: Inside the 'Net

Saturday, 22 October 2005, 1:00 P.M. ET – 3:00 P.M. ET

# Workshop 5: Building a PC

Saturday, 29 October 2005, 1:00 P.M. ET – 3:00 P.M. ET

# Workshop 6: Computer Games

Saturday, 5 November 2005, 1:00 P.M. ET – 3:00 P.M. ET

# Workshop 7: Extra Help with GIFs, JPEGs, and PNGs

Saturday, 12 November 2005, 1:00 P.M. ET – 3:00 P.M. ET

## Workshop 8: Digital Photography

Saturday, 19 November 2005, 1:00 P.M. ET – 3:00 P.M. ET

## Workshop 9: Tour of University Information Systems

Saturday, 3 December 2005, 1:00 P.M. ET – 3:00 P.M. ET

## Workshop 10: Extra Help with XHTML

Saturday, 10 December 2005, 1:00 P.M. ET – 3:00 P.M. ET

## Workshop 11: Extra Help with JavaScript

Saturday, 17 December 2005, 1:00 P.M. ET – 3:00 P.M. ET

## Workshop 12: Extra Help with Final Projects

Saturday, 7 January 2006, 1:00 P.M. ET – 3:00 P.M. ET

## Workshop 13: Extra Help with Final Projects

Saturday, 14 January 2006, 1:00 P.M. ET – 3:00 P.M. ET

## **Problem Sets**

Problem sets will be distributed most weeks and be due two or more weeks later. Problem sets can be submitted via email (in a format prescribed by your teaching fellow) or on paper. Late submissions will not be accepted, except in cases of emergency. When computing your final grade, we will drop your lowest score.

Be aware that most problem sets require Internet access, some problem sets may require (of students not taking the course via the Internet) a trip to campus, and one problem set will require a trip to a computer store local to you.

A schedule of problem sets follows.

## Problem Set 1: Hardware

Distributed: Thursday, 29 September 2005

Due: Thursday, 13 October 2005, by 5:30 P.M. ET

## **Problem Set 2: Software**

Distributed: Thursday, 6 October 2005

Due: Thursday, 20 October 2005, by 5:30 P.M. ET

# **Problem Set 3: The Internet**

Distributed: Thursday, 13 October 2005

Due: Thursday, 27 October 2005, by 5:30 P.M. ET

# Problem Set 4: The Internet, Continued

**Distributed:** Thursday, 20 October 2005

**Due:** Thursday, 10 November 2005, by 5:30 P.M. ET

### Problem Set 5: Multimedia

Distributed: Thursday, 3 November 2005

Due: Thursday, 1 December 2005, by 5:30 P.M. ET

# **Problem Set 6: Security**

**Distributed:** Thursday, 17 November 2005

Due: Thursday, 8 December 2005, by 5:30 P.M. ET

# Problem Set 7: Website Development

**Distributed:** Thursday, 1 December 2005

Due: Thursday, 22 December 2005, by 5:30 P.M. ET

# **Problem Set 8: Programming**

Distributed: Thursday, 8 December 2005

Due: Thursday, 5 January 2006, by 5:30 P.M. ET

# **Problem Set 9: Dotcoms**

**Distributed:** Thursday, 5 January 2006

Due: Thursday, 19 January 2006, by 5:30 P.M. ET

## Exams

This course has two, 60-minute exams. The first exam will take place in lieu of the first hour of lecture on Thursday, 27 October 2005, and will cover lecture topics from Thursday, 22 September 2005 through Thursday, 20 October 2005. The second exam will take place in lieu of the first hour of lecture on Thursday, 15 December 2005, and will cover lecture topics from Thursday, 3 November 2005 through Thursday, 8 December 2005.

These exams begin promptly at 5:30 P.M. ET. Each exam will be followed by a 60-minute lecture.

Distant students who live outside of New England and cannot travel to campus for an exam are required to find a school local to them that is willing to administer that exam to them in a secure fashion. The Extension School's Registrar will handle the logistics of sending the exam to that school and retrieving it once taken. However, all such students are required to contact their teaching fellow regarding these logistics no fewer than four weeks prior to an exam's date. Moreover, they are required to complete and submit the form available at the address below at least two weeks prior to each exam.

https://ac-web.dce.harvard.edu/procx/

## **Review Sessions**

On Saturday, 22 October 2005, from 3:00 P.M. ET until 4:30 P.M. ET, the teaching fellows will hold a course-wide review session for the first exam. On Saturday, 10 December 2005, from 3:00 P.M. ET until 4:30 P.M. ET, they will hold a course-wide review session for the second exam.

The locations of these review sessions will be announced.

Attendance at these review sessions is optional but encouraged.

# Final Project

This course requires that you produce a final project. You may satisfy this requirement by one of two means. Your first option is to build a website with a prescribed set of features. Your second option is to write a paper of at least three thousand words on some topic relevant to this course's content, thereafter giving a fifteen-minute presentation on your work.

The final project comprises two parts. The first part, due by 5:30 P.M. ET on Thursday, 1 December 2005, requires selection of one option and a written proposal for your project's content. The second part, due by 9:35 P.M. ET on Monday, 23 January 2006, requires actual production of your project.

Guidelines for both options will be distributed on Thursday, 3 November 2005.

## Staff's Picks

Becoming a computer person (read: nerd) doesn't happen overnight. But certain movies can help. In fact, watch any of the staff's picks listed on the course's website in its entirety during this semester, write a review of at least 200 words, email your review to the course's listsery, and earn five points of extra credit on the most recently due problem set! No need to mask spoilers with ROT13, but be sure to warn readers in your email's subject line! And be sure your review includes a thumb's up or down! You may watch as many of these picks as you wish during the term, but you may submit no more than one review per problem set. You are welcome to watch picks with other students, but each student must submit his or her own review.

Look for these picks at your local library or video store, but don't forget such sites as Blockbuster.com and Netflix.com!

### **Distance Education**

If you are taking this course via the Internet, realize that it is our intention that you be as much a part of this course as are students taking the course on campus. However, given the distance between us, we cannot see the occasional perplexed look on your face. And we can't see you raising your hand. So, we ask that you help us help you as much as possible. Please do not ever hesitate to drop us a note, give us a call, or request a call. Though we may never shake hands, we would like very much to get to know you too.

## **Academic Honesty**

All work that you do toward fulfillment of this course's expectations must be your own. Viewing or copying another individual's work (even if published in a world-accessible directory) or lifting material from a book, magazine, website, or other publication—even in part—and presenting said matter as your own constitutes academic dishonesty, as does showing or giving your work, even in part, to another student.

Similarly is dual submission academic dishonesty: you may not submit the same or similar work both to this class and to another. Similarly is submitting for extra credit a review of a pick that you have not watched in its entirety during this semester academic dishonesty.

All forms of cheating will be dealt with harshly.

You are welcome to discuss course material with others in order to better understand that material. However, you must do all problem sets, the exams, and the final project on your own. Contact me or a teaching fellow for help with a specific question on a problem set, an exam, or the final project.

## **Platforms**

This course is designed to be largely independent of particular computing platforms: it does not matter if you are a user of Linux, Mac OS, or Windows. Almost all of the software taught and used by this course is available for all three platforms in some form.

## **Inclement Weather**

In the event of inclement weather, you may call the Extension School's general information line at (617) 495-4024 or the Harvard University Newsline at (617) 496-6397 to find out whether a class has been cancelled.

Alternatively, you may visit the course's website or the address below.

http://www.extension.harvard.edu/

Announcements will also be broadcast on local radio stations WKRO-AM (680 kHz), WBZ-AM (1030 kHz), WBUR-FM (90.9 MHz), and WCRB-FM (102.5 MHz) as well as on local television stations WBZ (channel 4), WCVB (channel 5), and WHDH (channel 7).

You are advised to consult more than one of these sources, lest one or more not be current.

## Noncredit

If you are not taking this course for credit, you are not expected to submit problem sets, take the exams, or produce a final project. However, all of the work in this course is designed to facilitate your comprehension and retention of lecture materials. Consequently, you are encouraged to complete as much of the work as possible. In return, your teaching fellow will correct and comment on any work that you submit.