

Syllabus

Course Information

- Semester and Year: Fall 2026
- Course Title: Artificial Intelligence Fundamentals
- Course Prefix and Number: CIS137
- Section Number: 31286 and 32735
- Credit Hours: 3.0
- Start Date: 8/31/2026
- End Date: 10/2/2026
- Class Format: Online

Instructor Information

- Instructor: N. Dedakia
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- Phone: 480-423-6574
- Office Location: CM 410; [Virtual](#);
- Office Hours: [Faculty Page](#).

Course Description

Artificial Intelligence Fundamentals introduces students to the foundations and practical applications of Artificial Intelligence (AI), including models, tools, and prompt engineering techniques to improve AI outputs. Students will explore AI tools to improve AI-generated output and analyze ethical, regulatory, and privacy concerns surrounding AI usage and content ownership.

Prerequisites and/or Corequisites

- Prerequisites: None. Basic computer literacy (e.g., navigating web-based tools, file management) and college-level reading (RDG100 or equivalent) and writing proficiency (ENG101 or equivalent) is suggested but not required.

Course Competencies

1. Evaluate AI-generated responses for accuracy. (I-V)
2. Differentiate the major types of Artificial Intelligence (AI). (I, III, IV)
3. Demonstrate effective prompting strategies to improve AI outputs. (II, III, V)
4. Analyze the current state of AI and its impact on society, including strengths and weaknesses. (III-V)
5. Apply ethical guidelines to make responsible decisions when using AI tools. (III-V)
6. Select appropriate AI solutions to address specific problems. (IV, V)

Texts and Course Materials

The following online course materials will be required for CIS 137. The same book will be utilized for CIS 144 as well. Instructions to setup course materials will be provided at the beginning of the course.

CompTIA AI Fundamentals

ISBN: 978-1-64274-669-3

Author: CompTIA

Publisher: CompTIA

Price Varies: ~\$99

The following OER resources are also used as supplemental material:

Dan Hendrycks. Introduction to AI Safety, Ethics and Society. Taylor & Francis, 2024. ISBN: 9781032798028. URL: www.aisafetybook.com

Mastering Generative AI and Prompt Engineering:

https://datasciencehorizons.com/pub/Mastering_Generative_AI_Prompt_Engineering_Data_Science_Horizons_v2.pdf

Course Policies

The following are policies specific to this course. Students are also responsible for the college policies included on the [Student Regulations](#) page of the Maricopa Community College District website.

- You are expected to read and review Canvas Messages including announcements from the instructor as they will contain pertinent information about the course.
- Final Date to request a withdrawal from the instructor is 3/1/2026. The official date of withdrawal is the last date of attendance as determined by the student's withdrawal or as reported by the instructor. The official date of withdrawal will determine the degree of refund, if any. See Refund Policy in the [SCC College Catalog](#).

- Disagreement is welcome, but disrespect is not. Failure to meet respectful conduct standards may result in removal from the class. You are expected to:
 - Engage constructively with differing viewpoints
 - Avoid comments that marginalize, stereotype, or harm others based on identity, background, or belief
 - Approach discussions with empathy and professionalism

Late Work Policies

Assignments are due on **(Arizona time)** on the posted due date in Canvas. All work must be submitted **through Canvas** unless otherwise specified. Emailed submissions will not be accepted.

- **Late Submission Window:** Assignments may be submitted up to **48 hours after the deadline** with a **10% deduction per day late** (maximum deduction 20%).
- **No Credit:** Assignments submitted more than 48 hours after the due date will receive a **zero (0)**.
- **No Late Acceptance:** The following will not be accepted late under any circumstances:
 - Extra credit assignments
 - Exams/Projects
 - Discussion Questions

If you experience a documented medical or personal emergency, contact the instructor **before** the due date when possible. Extensions are granted only at the instructor's discretion and may require supporting documentation.

Academic Conduct

In addition to the general college Academic Honesty policy stated in the Canvas course under the Course and College Policies section, the following additional policies apply to this course:

The highest standards of academic integrity are expected of all students. The failure of any student to meet these standards may result in suspension or expulsion from the College or other sanctions as specified in the Scottsdale Community College Academic Integrity Policy. Violations of academic integrity include, but are not limited to, cheating, fabrication, tampering, plagiarism, or facilitating such activities. Specific examples of academic misconduct relating to this course include:

- Copying another student's work and turning it in as one's own.
- Submitting another student's file as your own.

- Working jointly on an assignment, with each student turning in a copy of the joint product, creating the impression that each student completed the work independently.

Each student must complete his/her own work on his/her own computer with his/her own data files. If you are caught turning in another student's work, **both students will receive a zero and may be withdrawn for academic misconduct from the class with a grade of 'Y'.** **Cheating on an exam will result in immediate withdrawal for academic misconduct from the course with a grade of 'Y'.**

Withdrawal Policy

In addition to the general college withdrawal policy, the following additional withdrawal policies apply to this course:

- Students must participate in this online course within the **first three (3) days** of the start date, or they will be withdrawn.
- Students who do not participate for **one (1) week consecutively during an 5 or 8-week course** will be withdrawn for attendance. Participation is defined as follows:
 - Submitting homework on or before due dates
 - Participating in discussions/critiques over the course of a due date
 - Completing exams/quizzes on or before due dates
 - Just logging into the Canvas course does **NOT** count as participation
- Failure to complete the **CIS 137 Policy Acknowledgement assignment with 100% mastery** within the required timeframe.

The last official date to request a withdrawal is **9/21/2026**. **All requests must be submitted in writing to the professor via Canvas.**

Attendance Policy

- Students must participate in this course within the first three (3) days of the start date or they will be withdrawn.
- Students are expected to participate weekly as this is only a 5-week course. If you do not, you will be withdrawn for non- attendance.
- Participation is defined as follows:
 - Participating in discussions/critiques over the course of a due dates.
 - Completing exams/quizzes/assignments/projects on or before due dates.
 - Syllabus quiz must be completed within the first 3 days of the class.

Note: Just logging into the Canvas course does NOT count as participation.

Instructional Contact Hours and Minimum Course Expectations

Instructional contact hours are the weekly time students spend directly learning with their instructor or course activities. These activities include, but are not limited to, lectures, discussions, labs, group work, and viewing recordings. Instructional contact hours vary by course; refer to the [MCCCD course bank](#) for your course's details.

Minimum course expectations include the number of hours students are expected to spend outside of class (weekly) completing coursework. Students are encouraged to use the [Time Management Calculator](#) to help estimate their weekly time commitment for classes.

Canvas Cross-Listed Sections

Multiple sections of this course are combined on Canvas. You may interact with students from another class online. If you have questions, please contact the instructor.

Course Technologies

View the [Accessibility Statements & Privacy Policies](#) of the technologies used in this course. The [SCC Help Desk](#) provides students with a primary point of contact within SCC for college-supported technology services and technical assistance.

Maricopa Systems

This course uses key Maricopa systems for course management and communication.

- Canvas Learning Management System
- Student Maricopa Gmail Account
- Maricopa Open Educational Resource Learning System (MOER)

Synchronous Communication Tools

This course implements the use of web conferencing and/or other synchronous course tools.

- Big Blue Button/Google Meet

Streaming Media/Audio/Video Tools

This course uses webcasting, lecture capture systems, YouTube, and/or other streaming media services.

- YouTube
- ScreenPal
- WebEx

Student Assignment Tools

This course requires students to participate in or submit assignments using desktop or cloud-based applications.

- Google Products
- [Microsoft Office 365](#)
- ScreenPal
- [Adobe Creative Cloud](#)
- Google Products
- Microsoft Office 365
- ScreenPal

- Adobe Creative Cloud
- Various AI tools including but not limited to ChatGPT, Claude, Perplexity, Suno, Gemini, Microsoft CoPilot, Poe – Free Versions

Note this is an illustrative list of tools as there are many AI tools that are in the marketplace that we will be exploring. You may be required to create accounts to access these tools to be used for the duration of this course.

Generative Artificial Intelligence (AI) Policy

Some Generative Artificial Intelligence (AI) Allowed in Specific Circumstances

There are situations and contexts within this course where you may be permitted to use generative AI tools. In these cases, specific guidelines will be provided in the assignment details. If you are unsure if the tool or website you are using is a generative AI tool or if it is permitted on a specific assignment, please contact the instructor for further clarification before submitting your work.

Note on AI Usage and Documentation

Students are expected to be transparent about their use of artificial intelligence tools when completing course assignments. If an AI tool is used at any stage of the assignment process, including brainstorming, outlining, drafting, revising, summarizing, generating examples, coding, or editing, that use should be documented in the submitted assignment.

Students should include a brief AI attestation statement at the end of their assignment identifying the tool or tools used and describing how they were used. The purpose of this statement is to promote transparency, responsible use of AI, and appropriate acknowledgment of AI-supported work.

A sample attestation statement is provided below:

AI Usage Attestation

I used [name of AI tool, such as ChatGPT, Microsoft Copilot, or Gemini] while completing this assignment. I used the tool to [briefly describe how it was used, such as brainstorming ideas, developing an outline, reviewing grammar, explaining a concept, generating code, or revising portions of my writing]. I reviewed, evaluated, and edited the AI-generated content and take responsibility for the accuracy, originality, and final content of this submission.

If no AI was used:

I did not use generative AI tools in the preparation or completion of this assignment.

Grading Standards and Practices

Grade Scale

Table 1 Course Grading Scale

Letter Grade	Points Range
A	90 – 100%
B	80 – 89%
C	70 – 79%
D	60 – 69%
F	0 – 59%

Assignments

Table 2 List of Assignments

Assignment Name	Percent of Grade
Weekly Discussions, Quizzes, Reading	50%
Projects	50%
TOTAL:	100%

Student/Instructor Interaction

In this course, you can expect regular and substantive interaction (RSI) that aligns with Scottsdale Community College's mission to provide challenging and supportive learning experiences and the US Department of Education's requirement for regular and substantive interaction (RSI) for online courses. My commitment to your success includes the following:

- Being available during regularly scheduled office hours as stated on my faculty page.
- Sharing weekly information about the course materials, including key information, explanations, and examples.
- Providing group or individual feedback regularly on assignments.
- Promptly responding to student questions about the course sent via email or the Canvas inbox.
- Regularly posting announcements about the course content and activities.
- Monitor your academic progress and communicate concerns, as needed.

Response Time

Students can expect a response time of **24-48 hours** for the instructor to respond to messages sent via the Canvas Learning Management System or @maricopa.edu email. Students can expect assignments to be graded within **one week** of the assignment's due date. The

expectation is for the student to monitor messages within Canvas (within the course and direct messages) as this will be the primary method for communication for this course.

Tutoring

SCC's tutors are available online to help with your courses. You may work with an SCC tutor remotely using Google Meet, your phone, or email. Visit the [Tutoring & Learning Centers](#) page for detailed information on the five learning centers' hours and procedures.

If you need to work with a tutor outside regular hours, online and hybrid students now have access to a 24/7 online tutoring service called Brainfuse. To access Brainfuse and begin working with a tutor, visit the [SCC Online Tutoring Services Through Brainfuse](#) page.

CIS Study Lab

We urge CIS students to utilize the CIS Study Lab in CM 446. Any SCC student currently enrolled in a CIS course may use this lab. A detailed lab schedule with instructor assigned times is posted in your CANVAS course.

The CIS Study Lab will host both in-person and virtual tutoring hours. Please check the current schedule for times and locations.

MCCCD Policies

MCCCD is committed to providing a safe, fair, and accessible environment for all students. This includes laws such as the ADA and Title IX, which protect against discrimination. These statements explain your rights, available support, and where to go for help or more information. Please review the following policies:

Classroom Accommodations for Students with Disabilities

In accordance with the Americans with Disabilities Act (ADA), the Maricopa County Community College District (MCCCD) and its associated colleges are committed to providing equitable access to learning opportunities to students with documented disabilities (e.g. physical, sensory, neurological, chronic illness, mental health, learning disabilities, or other health concerns). If you require accommodations for this course, please contact [Disability Resources and Services](#) (DRS) at your college.

Contact with [DRS](#) should be made as soon as possible to ensure academic needs are met in a reasonable time. Additional information can be found in the [Non-Discrimination Statement](#) and [MCCCD Non-Discrimination Policies](#).

Addressing Incidents of Title IX Sexual Harassment

Students are responsible for the information contained in this syllabus, the Syllabus page in your Canvas course and the **College Policies & Student Services** page found in the First Steps module of your Canvas course. Students will be notified by the instructor of any changes in course requirements or policies.

CIS 137 Tentative Course Outline – Date Subject to Change

Table 3: CIS 137 High level Schedule

Week	Dates	Weekly Focus	Key Activities & Assignments
Week 1	Aug. 31	AI Foundations & Generative AI Basics	Course orientation, AI fundamentals, AI tools, human vs. AI content, creative AI applications, AI Use Decision Tree, introductory AI activities
Week 2	Sept. 7	Prompting, Context & Creative AI Use	Prompt engineering, adding context, improving prompts through iteration, summarizing with AI, creative AI applications
Week 3	Sept. 14	Responsible AI, Accuracy, Privacy & Verification	Fact-checking AI, bias and accuracy, AI regulations, data privacy, ethical AI use, verification activities
Week 4	Sept. 21	Applied AI Collaboration & AI Tools	Compare and select AI tools, multimodal AI, AI-assisted communication and research, tool evaluation, introduction to agentic AI
Week 5	Sept. 28	Final Application, Professional Use & Reflection	Apply AI to a real-world project, final project, AI disclosure statement, verification checklist, reflection and course wrap-up