

VIP VP4 - AI Makerspace Nexus Syllabus

Section, Variable Credits

Class Day(s), Time, Location:

Mondays 12:30 – 01:20 p.m. OR Wednesdays 02:00 – 02:50 p.m. (A student will have to attend only one of the two sessions.)

Centergy-one, Fifth Floor, Room 5234

Weekly Meetings:

There are two types of meetings, and you are required to participate in these two meetings, every week, for the duration of the semester.

General Meeting: You will join in person only one of the following sections:

- Mondays 12:30-01:20 pm
- Wednesdays 02:00-02:50 pm

You will join the same section and meet with the same section for the entire semester. Changes and switching sections are not allowed after the first week.

Besides the general meeting, you will be meeting weekly with your sub-team: **Sub-Team Meeting.** you will meet with your own sub-team in person for 1.5 hours every week. This is required for every member of every team. The exact day and time for the weekly sub-team meetings will be announced during the first two weeks of the semester.

Instructor Information

Instructor Ghassan AlRegib	Email alregib@gatech.edu	Drop-in Hours & Location Centergy and Teams, Check Canvas
TA Ghazal Kaviani	Email gkaviani3@gatech.edu	Drop-in Hours & Location Centergy and Teams, Check Canvas

General Course Information

Description

This interdisciplinary, project-based course challenges students to design and deploy AI Tools, Systems, and Services that empower campus and democratize accessibility to the AI Makerspace. Via this project, the team aims at enabling the AI Makerspace to be accessible by all students and instructors. This entails the creation of tools, interfaces, libraries, and modules that empower the Georgia Tech community to access AI regardless of background and AI-related skills.

Pre- &/or Co-Requisites

There are no pre-requisites or co-requisites for this course.

Course Goals and Learning Outcomes

By the end of this course sequence, students will be able to:

1. **Design and implement AI systems** that enhances students' and faculty experience inside and outside the classroom
2. **Integrate these systems within campus ecosystem including the AI Makerspace and Canvas**
3. **Apply data-driven approaches** by collecting data from student and instructors' interactions with these systems to improve their usability and effectiveness
4. **Develop and deploy these tools for use across campus**

Course Requirements & Grading

VIP teams function like real-world project teams. Members work on different aspects of a shared project, ranging from sophomores to graduate students, and from first-time participants to those with multiple semesters of experience. Students may enroll for variable credit hours, which are considered in grading.

Note: Zero-credit enrollment is reserved for paid participants and follows the same grading criteria.

Grading Overview

Each student is evaluated across three core areas, with three mandatory requirements. Regardless of role or experience, students must demonstrate achievement in all three areas: Documentation, Personal Contribution, and Teamwork.

Documentation: <ul style="list-style-type: none">• Notebook (Midterm / Final)• GitHub / Wiki• Peer-Evals	=	50 pts / 50 pts		20 %
Updates (1-10) both PPT and GitHub codes	=	20 pts / Update		40 %
Project	=	150 pts		30 %
Final Presentation	=	50 pts		10 %
Total	=	500 pts		100 %

Rubric

While assigning grades, we will be looking at the following:

- Documentation:
 - As listed above, make sure you maintain notebooks, GitHub Wiki, Peer evaluations, clear explanations of all work completed and planned, and of all interactions
- Contributions:

- We look for quality of effort, learning gains, interactions, approach, completed working codes, detailed reports, live demos and recorded demos of all work milestones
- Teamwork:
 - It is crucial to be active and effective within your team by attending the weekly team meetings, interacting with team mates, interacting with other teams, providing feedback to others, and seeking help from others

Weekly Updates:

Weekly progress reports summarizing your work will be submitted via Canvas "Assignments" page. Each member must turn in their **own** Updates. You must use the [TEMPLATE](#) file. Failing to use the template will result in a **grade penalty**.

Your update must be well organized and well detailed. You must add a hyperlink to the code GitHub repository. Working code is expected and your update grade will be partially determined by the working code.

Notebooks: Digital Notebook is a diary of your progress. Notebooks are mandatory and will be collected (as a **pdf file**) twice during the semester for grading, approximately during the midterm week, and during the last week of the semester.

Grading Scale

Your final grade will be assigned as a letter grade according to the following scale:

A	90-100%
B	80-89%
C	70-79%
D	60-69%
F	0-59%

Course Materials

Materials/Resources, Course Website and Other Classroom Management Tools

All materials are hosted on the Team's directory on the AI Makerspace and accessible via private GitHub to be shared with the teams. All links will be added to Canvas.

All communication is expected to be conducted on **Piazza**. One can utilize the private message option. Emails are strongly discouraged and will be replied to by "Send this on Piazza." On Piazza, you can send a message to the instructors, one person, or the entire class. No Emails!

Peer evaluations are administered by the VIP Program [Click Here](#) to access peer-evaluations from off campus. [Click here](#) to access from on campus. You will be prompted to sign in. Users can only log in from on campus or via [VPN](#). Students can only access the peer evaluation portion of the system during active evaluation periods.

Course Policies, Expectations, & Guidelines

VIP is a collaborative, multidisciplinary, project-based learning and research experience. Your success in this course depends not only on your technical contributions but also on your active engagement with your team and the broader learning process.

Your Role in the Learning Process

As a VIP student, you are expected to:

- Take initiative in exploring and applying knowledge relevant to your project.
- Collaborate effectively with team members across disciplines and experience levels.
- Document your work thoroughly.
- Reflect on your learning and contributions throughout the semester.
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This course is a real-world team environment, where learning is dynamic, self-directed, and collaborative. Your growth depends on your willingness to engage, contribute, and learn from others.

Team Meetings and Participation

Attendance and active participation in **team meetings** and **sub-team meetings** are required. These meetings are essential for:

- Coordinating project tasks and timelines.
- Sharing progress and receiving feedback.
- Learning from peers and mentors.
- Contributing to team decisions and direction.

Failure to attend meetings without valid reason may negatively impact your grade and your team's progress. If you anticipate missing a meeting, communicate with your team and advisor in advance.

Use of External Resources

You are encouraged to consult external sources to support your learning and project work. However:

- Do **not present someone else's work as your own**.
- Always **cite and reference** external materials used in your notebook, code, presentations, or other deliverables.
- Proper attribution is essential to maintain transparency and integrity in a collaborative research environment.

Academic Integrity

Georgia Tech aims to cultivate a community based on trust, academic integrity, and honor. Students are expected to act according to the highest ethical standards. [Review Georgia Tech's Honor Code](#) and the [student Code of Conduct](#).

Any student suspected of cheating or plagiarizing on a quiz, exam, or assignment will be reported to the Office of Student Integrity, who will investigate the incident and identify the appropriate penalty for violations.

Accommodations for Students with Disabilities

If you are a student with learning needs that require special accommodation, [contact the Office of Disability Services](#) (404-894-2563) as soon as possible to make an appointment to discuss your special needs and to obtain an accommodations letter. Please also e-mail me as soon as possible in order to set up a time to discuss your learning needs.

Attendance and/or Participation

Attendance will be strictly enforced. You are allowed to miss up to 2 general meetings and up to 2 team meetings.

Each absence should be preceded with a message on Piazza to the instructors and to your team members.

Extensions, Late Assignments, & Re-Scheduled/Missed Exams

Only if officially excused via the Dean of Students' office, we can discuss alternative plans if possible. There will be situations where make-up and postponed due dates are impossible, given the nature of the assignments.

Inclement Weather and Digital Learning Days

Alternative plans will be communicated on Piazza.

Student-Faculty Expectations Agreement

At Georgia Tech, we believe that it is important to strive for an atmosphere of mutual respect, acknowledgement, and responsibility between faculty members and the student body. [The Student-Faculty Expectations](#) articulate some basic expectations that you can have of me and that I have of you. In the end, simple respect for knowledge, hard work, and cordial interactions will help build the environment we seek. Therefore, I encourage you to remain committed to the ideals of Georgia Tech while in this class.

Student Use of Mobile Devices in the Classroom

Not permitted

Additional Course Policies

VIP Room and Equipment Use Policy

VIP rooms and equipment are shared resources used by multiple teams. To ensure a productive and respectful working environment, the following rules apply:

1. Room Usage Priorities

Room use is prioritized as follows:

1. Scheduled team meetings, lectures, and learning modules
2. Weekly sub-team meetings (multiple groups may share the space)
3. Video conferences or special meetings with VIP stakeholders
4. Other project-related work (multiple groups may share the space)

Room schedules are available on the VIP website.

Note: A “good neighbor” policy applies—students may use rooms during other activities as long as they do not

cause disruption. Quiet individual work or studying is allowed when it does not interfere with scheduled uses. Similarly, multiple groups may use a VIP room at the same time.

2. Cleanliness and Conduct

- Everyone is responsible for keeping rooms clean.
- Food is allowed, but spills must be cleaned immediately.
- **Gum must be disposed of properly—do not stick it under desks or on carpets.**
- Rooms are monitored by cameras; violations may be reviewed via video.

3. Equipment Use

- Equipment may be designated for general use or assigned to specific teams.
 - General use examples: Projector in Klaus 1440, monitors in VL 465 and VL 463B.
 - Equipment assignments may change each semester.
- If unsure about equipment access, contact: vip-request@ece.gatech.edu
- Use equipment only for its intended purpose. Misuse may pose safety risks.

Important Equipment Rules:

- Equipment may not be removed from VIP rooms without a signed loan agreement approved by a VIP Director.
- You are financially responsible for any equipment not returned in good condition.
- You must know how to operate equipment safely. Approval to use equipment does not imply safety training has been provided.

4. Computer Accounts

- Accounts are for individual use only—do not share with others.
- All usage must comply with Georgia Tech, USG Board of Regents, and State of Georgia policies.
- Respect privacy and data integrity. Having access to a file does not mean you are authorized to read or modify it.

5. BuzzCard Access

- Access is a privilege and is logged.
- Rooms are under video surveillance. In cases of theft, vandalism, or messes, logs and footage will be reviewed.
- Do not allow unauthorized individuals into VIP spaces.
- Always secure the room (close the door) when leaving.

Campus Resources for Students

Undergraduate Student Academic Success Resources:

A list of resources for undergraduate students' academic success and information about advising can be found at [Success at Tech](#).

- 1:1 Tutoring: Students looking for additional assistance outside of the classroom are advised to consider working with a peer tutor through Knack. Georgia Institute of Technology has partnered with Knack to provide students with access to verified peer tutors who have previously aced this course. To view available tutors, visit gatech.joinknack.com and sign in with your student account.

Graduate Student Academic and Professional Success Resources:

A list of resources for graduate students is given on the [Office of Graduate and Postdoctoral Education](#) website. Specific information for [current graduate students](#) includes

- [Academic Resources](#) such as the Communications Center, Language Institute, Library, Catalog, Registrar, resources for conducting research, [Advocacy and Conflict Resolution resources](#), and how to manage unexpected situations that may impact your academic performance;

- **Student Resources** such as Campus Services, Child Care/Family programs, Health & Wellness, Career Services, and the Student Resource Guide; and
- **Professional Development** such as the programming from the Career Center and other professional development resources and events”]

Student Well-Being:

At Georgia Tech, we are concerned about your overall physical, social, and mental well-being. A [comprehensive list](#) of wellness related resources has been compiled and maintained by the Office of the Vice President for Student Engagement and Well-being (student-resource-guide.gatech.edu)

Course Schedule (Dates will be adjusted for Fall 2026 instead of Spring 2026)

Week	Date	Activity/Event
Week 1	Week of	Introductions Overview of team’s work Discussion of semester goals Instructions on sub-team shaping
Week 2	Week of	Sub-team selections finalized Sub-team meeting times finalized
Week 2-3	–	Verification of Student Participation in Class Due by Friday at 4pm
Week 3		Assignment: Problem Identification & Project Proposal
Week 4		Mockup, Feature Design, and Demo Preview
Week 5		
Week 6		
Week 7	Week of	Web-based peer-evaluations released for students to complete. Online form due by end of the day Friday. Late submissions will not be accepted.
Week 7 or 8	Week of	Submit individual VIP documentation for mid-term grading. You’ll want to have the notebooks in hand when you review peer evaluations (close at the end of week 7) and do midterm grading/feedback. The timing of notebook collection depends on when you plan to grade and what day of the week your team meets.
Week 8	Week of	Midterm presentations by sub-team

Week 9			Midterm grades for 2000-level courses due in OSCAR (S for satisfactory, U for unsatisfactory).
			Demo – Developer demos are due
			Withdrawal Deadline
			Spring Break – no classes
Week 13			Demo – Production
Week preceding finals	–	Open Close	Web-based peer-evaluations released for students to complete. Online form closes at 11:59PM on Tuesday. Late submissions will not be accepted.
Last week of class	–		Final presentations Turn in individual VIP documentation for final grading.
Finals Week	–		No final. No assignments.