CIST 2510 – Web Technologies

DISCLAIMER STATEMENT

CIST 2510 – Web Technologies

COURSE SYLLABUS
FALL Semester 2018(FY201912)
Aug 13, 2018 – Dec 5, 2018

COURSE INFORMATION

Credit Hours/Minutes: **3 / 3000**
Class Location: **Room 812 Gillis Building, Vidalia Campus**
Class Meets: **Tuesday and Thursday, 8:15 AM -10:05 A**M
CRN: **20185**
Preferred Method of Contact: **STC Email**

INSTRUCTOR CONTACT INFORMATION

Instructor Name: **John Taylor**
Email Address: John Taylor (jtaylor@southeasterntech.edu)
Campus/Office Location: **Vidalia Campus, Room 810 Gillis Building**
Office Hours: **2:00 PM – 4:30 PM Monday - Thursday**
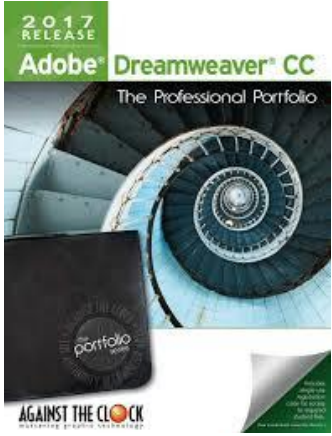Phone: **(912) 538-3116**
Fax Number: **(912) 538-3106**
Tutoring Hours: **Made by appointment with instructor**

SOUTHEASTERN TECHNICAL COLLEGE'S (STC) CATALOG AND HANDBOOK

Students are responsible for all policies and procedures and all other information included in Southeastern Technical College's Catalog and Handbook (http://www.southeasterntech.edu/student-affairs/catalog-handbook.php).

REQUIRED TEXT

Book Image	Book Information
	Adobe Dreamweaver CC – The Professional Portfolio **Erika Kendra** **ISBN-13: 978-1-936201-93-8** **©2016 ● Against The Clock, Inc. ● Paper, Spiral Bound** You can purchase from the STC bookstore [STC Bookstore](#) **or 912-538-3129.**

REQUIRED SUPPLIES & SOFTWARE

Internet Access and Adobe Dreamweaver Creative Cloud Software required. (Available in Lab 812)

Students should not share login credentials with others and should change passwords periodically to maintain security.

COURSE DESCRIPTION

In Web Technologies, students will investigate one or more software packages that help automate Web content creation. Students will explore and utilize various features of software packages such as CSS, multimedia incorporation, scripting technologies, form creation, search functionality, advanced image techniques and database connectivity.

MAJOR COURSE COMPETENCIES/OUTLINE

Basic Web Page Development; Advanced Image Techniques, Audio and Video; Dynamic Web Page Development; Web 2.0 Technologies; Publish and Manage a Web Site

PREREQUISITE(S)

Program Admission

GENERAL EDUCATION CORE COMPETENCIES

STC has identified the following general education core competencies that graduates will attain:
1. The ability to utilize standard written English.
2. The ability to solve practical mathematical problems.
3. The ability to read, analyze, and interpret information.

STUDENT REQUIREMENTS

o **Students are expected to come prepared for each class meeting, focused and ready to learn.** This means that it is necessary to read the chapters and work outside of class in order to succeed in this course. A detailed lesson schedule has been provided at the end of this syllabus.
o **Students MUST wear their STC id; one free lanyard is provided in the student affairs division. Students may NOT enter the classroom without their student id visible. This is strictly enforced.**
o Students should complete all work shown on the attached tentative lesson schedule by the scheduled deadlines, unless otherwise notified of a change in deadline.

o Homework will be collected for a grade. **Homework assignments will not be graded after the due date; a zero will be assigned if homework is not submitted on or before the due date.**
o There may be graded in class activities planned in which you will not be able to participate if you are not prepared for that day's class.
o **Unannounced quizzes or in-class assignments are subject to be given every day. A grade of zero will be assigned for any quizzes or in class assignments missed. There will be no makeup of quizzes or in class assignments; a grade of zero will be assigned.**
o Please make every effort to be in class every day. However, if you are SICK and CONTAGIOUS, please do not come to class.
o Students are expected to complete all tests, labs, and other assignments on the dates specified on the attached lesson schedule.
o Instructor reserves the right to modify the tentative lesson schedule attached to this syllabus with notice.
o Students should subscribe to remind.com for reminder from the instructor via email or text. Instructions will be provided to students.
o Students are responsible for policies and procedures included in the STC Catalog and must acknowledge this by completing the PLEDGE Discussion Topic on Blackboard the first day of class.

TRADITIONAL ATTENDANCE GUIDELINES

Class attendance is a very important aspect of a student's success. Being absent from class prevents students from receiving the full benefit of a course and also interrupts the learning process. Southeastern Technical College considers both tardiness and leaving early as types of absenteeism. Responsibility for class attendance rests with the student. Regular and punctual attendance at all scheduled classes is required for student success. Students will be expected to complete all work required by the instructor as described in the individual course syllabus.

Instructors have the right to give unannounced quizzes/assignments. Students who miss an unannounced quiz or assignment will receive a grade of 0. Students who stop attending class, but do not formally withdraw, may receive a grade of "F" (Failing 0-59) and face financial aid repercussions in upcoming semesters.

Instructors are responsible for determining whether missed work may be made up and the content and dates for makeup work is at the discretion of the instructor.

Students will not be withdrawn by an instructor for attendance; however, all instructors will keep records of graded assignments and student participation in course activities. The completion dates of these activities will be used to determine a student's last date of attendance in the event a student withdraws, stops attending, or receives an "F" in a course.

SPECIAL NEEDS

Students with disabilities who believe that they may need accommodations in this class based on the impact of a disability are encouraged to contact Helen Thomas, 912-538-3126, hthomas@southeasterntech.edu, to coordinate reasonable accommodations.

SPECIFIC ABSENCES

Provisions for Instructional Time missed because of documented absences due to jury duty, military duty, court duty, or required job training will be made at the discretion of the instructor.

PREGNANCY

Southeastern Technical College does not discriminate on the basis of pregnancy. However, we can offer accommodations to students who are pregnant that need special consideration to successfully complete the

course. If you think you will need accommodations due to pregnancy, please advise me and make appropriate arrangements with Helen Thomas, 912-538-3126, hthomas@southeasterntech.edu.

WITHDRAWAL PROCEDURE

Students wishing to officially withdraw from a course(s) or all courses after the drop/add period and prior to the 65% portion of the semester (date will be posted on the school calendar) must speak with a Career Counselor in Student Affairs and complete a Student Withdrawal Form. A grade of "W" is assigned when the student completes the withdrawal form from the course.

Students who are dropped from courses due to attendance (see your course syllabus for attendance policy) after drop/add until the 65% point of the semester will receive a "W" for the course. Abandoning a course(s) instead of following official withdrawal procedures may result in a grade of 'F' being assigned.

After the 65% portion of the semester, the student will receive a grade for the course. (Please note: A zero will be given for all missed assignments.)

There is no refund for partial reduction of hours. Withdrawals may affect students' eligibility for financial aid for the current semester and in the future, so a student must also speak with a representative of the Financial Aid Office to determine any financial penalties that may be accessed due to the withdrawal. All grades, including grades of 'W', will count in attempted hour calculations for the purpose of Financial Aid.

Remember - Informing your instructor that you will not return to his/her course does not satisfy the approved withdrawal procedure outlined above.

MAKEUP GUIDELINES (TESTS, QUIZZES, HOMEWORK, PROJECTS, ETC…)

Statement will vary per program, course, or instructor. Information should be included pertaining to such items as tests, quizzes, homework, etc…..

ACADEMIC DISHONESTY POLICY

The STC Academic Dishonesty Policy states All forms of academic dishonesty, including but not limited to cheating on tests, plagiarism, collusion, and falsification of information, will call for discipline. The policy can also be found in the STC Catalog and Student Handbook.

PROCEDURE FOR ACADEMIC MISCONDUCT

The procedure for dealing with academic misconduct and dishonesty is as follows:

1. **First Offense**
   Student will be assigned a grade of "0" for the test or assignment. Instructor keeps a record in course/program files and notes as first offense. The instructor will notify the student's program advisor, academic dean, and the Registrar at the student's home campus. The Registrar will input the incident into Banner for tracking purposes.
2. **Second Offense**
   Student is given a grade of "WF" for the course in which offense occurs. The instructor will notify the student's program advisor, academic dean, and the Registrar at the student's home campus indicating a "WF" has been issued as a result of second offense. The Registrar will input the incident into Banner for tracking purposes.
3. **Third Offense**
   Student is given a grade of "WF" for the course in which the offense occurs. The instructor will notify the student's program advisor, academic dean, and the Registrar at the student's home campus

indicating a "WF" has been issued as a result of third offense. The Vice President for Student Affairs, or designee, will notify the student of suspension from college for a specified period of time. The Registrar will input the incident into Banner for tracking purposes.

STATEMENT OF NON-DISCRIMINATION

The Technical College System of Georgia and its constituent Technical Colleges do not discriminate on the basis of race, color, creed, national or ethnic origin, sex, religion, disability, age, political affiliation or belief, genetic information, disabled veteran, veteran of the Vietnam Era, spouse of military member or citizenship status (except in those special circumstances permitted or mandated by law). This school is in compliance with Title VI of the Civil Rights Act of 1964, which prohibits discrimination on the basis of race, color, or national origin; with the provisions of Title IX of the Educational Amendments of 1972, which prohibits discrimination on the basis of gender; with the provisions of Section 504 of the Rehabilitation Act of 1973, which prohibits discrimination on the basis of handicap; and with the American with Disabilities Act (ADA).

The following individuals have been designated to handle inquiries regarding the nondiscrimination policies:

American With Disabilities Act (ADA)/Section 504 - Equity- Title IX (Students) – Office of Civil Rights (OCR) Compliance Officer	Title VI - Title IX (Employees) – Equal Employment Opportunity Commission (EEOC) Officer
Helen Thomas, Special Needs Specialist Vidalia Campus 3001 East 1st Street, Vidalia Office 108 Phone: 912-538-3126 Email: Helen Thomas hthomas@southeasterntech.edu	Lanie Jonas, Director of Human Resources Vidalia Campus 3001 East 1st Street, Vidalia Office 138B Phone: 912-538-3230 Email: Lanie Jonas ljonas@southeasterntech.edu

GRIEVANCE PROCEDURES

Grievance procedures can be found in the Catalog and Handbook located on STC's website.

ACCESS TO TECHNOLOGY

Students can now access Blackboard, Remote Lab Access, Student Email, Library Databases (Galileo), and BannerWeb via the mySTC portal or by clicking the Current Students link on the STC website.

TCSG GUARANTEE/WARRANTY STATEMENT

The Technical College System of Georgia guarantees employers that graduates of State Technical Colleges shall possess skills and knowledge as prescribed by State Curriculum Standards. Should any graduate employee within two years of graduation be deemed lacking in said skills, that student shall be retrained in any State Technical College at no charge for instructional costs to either the student or the employer.

GRADING POLICY

Assessment/Assignment	Percentage
Chapter Work	25%
Portfolio Builder	25%
Review Questions	25%
Final Exam	25%

GRADING SCALE

Letter Grade	Range
A	90-100

Letter Grade	Range
B	80-89
C	70-79
D	60-69
F	0-59

Grade of D or below results in student repeating the class

SYLLABUS ADDENDUM-

Please note the following classroom courtesies, which are designed to maximize the classroom experience for you and your classmates.

- Class begins <u>promptly</u> at the start time shown on your schedule.
    - Please make arrangements to be here on time.
    - Attendance is taken daily at the <u>beginning</u> of class.
    - The classroom door is locked as a safety precaution; therefore arriving late will be disruptive and inconsiderate to your instructor and your fellow classmates. Expect to wait if you arrive late and a lecture is in progress.
    - Failure to be present and accounted for at the beginning of class may result in missing an unannounced quiz, for which there are **NO MAKEUPS**.
- In an attempt to simulate a work environment, please notify your instructor if you are absent by emailing or leaving a voice message. To avoid telephone tag, please do not leave a message for your instructor to call you back. Leave a message with the information regarding your absence. You would call in to your workplace if you were going to be absent from your job; class is preparation for the workplace. See instructor contact information on the syllabus.
- **The classroom is a learning environment; enter the classroom quietly EVERY DAY. Conversations should take place in the student center or outside. You will be asked to leave if you disrupt the class; this includes sleeping.**
- <mark>EVERY DAY</mark>--Please turn your cell phone on <u>silent</u> when in the classroom. In emergencies, please go <u>outside the building</u> to make or receive a call. If your phone interrupts class by ringing or vibrating, you will be asked to leave class.
- Also, no texting is allowed during class; you will be asked to leave class. Texting during an exam, in particular, may result in an academic dishonesty policy violation being noted in your records.
- **No food or drinks are allowed in the classroom**. Bottled drinks may be kept in your book bag or on the floor. They should never be open or consumed in the classroom. Do **not** bring an open can or cup into the classroom. If you have a medical condition that requires a snack or drink, you should see Helen Thomas, Room 108 Vidalia Campus, 912-538-3126, to coordinate reasonable accommodations.
- Please dress appropriately for class. You may be asked to leave if dressed inappropriately, and you will be counted absent. **Regardless of current fashion trends or the time you awoke for class, no hats, caps, scarves, etc. covering the head are allowed in the classroom. This refers to both ladies and gentlemen.**

CIST 2510 – Web Technologies

LESSON PLAN
FALL Semester 2018 (FY 201912)

You will need Adobe Dreamweaver CC 2017 software to complete this course. You will be provided a live web domain (server) for this class. You will be creating web sites during this course and uploading them to your web server. After completing an assignment and testing the pages locally (local site), you will upload your work to your web domain (remote site/server). Once uploaded to the web domain, your web pages will be accessible to anyone thru the Internet. Instructor will grade your work by accessing your web pages thru the Internet, so your work has to be uploaded to the web server for you to receive a grade. Be sure you understand the "Uploading Files to a Server – Project 1 pp 58-59." If you have questions, please contact instructor.

WEEK 1

Date	Chapter	Content	Assignments & Test Due Dates	Competency Area
Tuesday August 14		Class Introduction – Syllabi, Outline, Work Ethics, Rules, and Regulations Coverage Introduction	**Logon to the course on BLACKBOARD.** **All students:** Click the **Getting Started** link. Complete all tasks located under the **Start Here Items. You must complete the Pledge and Student Introduction tasks within the first 3 days of class. Otherwise, you will be dropped from the class!!!**. Locate Adobe Dreamweaver CC 2017 software. You can go online to www.adobe.com and purchase an annual subscription (student) to all Adobe CC software for around $20 a month. Review your welcome email to get Web server information. Copy the "**M: CIST/cist2510"** folder to your P: drive. Review **The Dreamweaver User Interface** pp. 1-24.	
Thursday August 16			Work thru **The Dreamweaver User Interface** pp. 1-24. Save your work to the **P:/cist2510/WIP/InterfaceDW/sf-arts** folder.	a,c

**Week 1 assignments must be completed and turned in before midnight Aug 22.

WEEK 2

Date	Chapter	Content	Assignments & Test Due Dates	Competency Area
Tuesday Aug 21	1	**Bistro Site Organization**	Begin working thru **Project 1** pp.25-59. Save your work to the **P:/cist2510/WIP/Kinetic** folder. folder and upload to web server.	1 a,c
Thursday Aug 23			Complete **Project 1** pp.25-59. Save your work to the **P:/cist2510/WIP/Kinetic** folder and upload to web server. Complete Project 1 **Review Questions** on Blackboard.	1 a,c

==**Week 2 assignments must be completed and turned in before midnight Aug 29.**==

WEEK 3

Date	Chapter	Content	Assignments & Test Due Dates	Competency Area
Tuesday Aug 28	1	**Bistro Site Organization (continued)**	Begin Project 1 **Portfolio Builder** pp.61. Save your work to the **P:/cist2510/WIP/Rentals** folder and upload to web server.	1,5 a,c
Thursday Aug 30			Complete Project 1 **Portfolio Builder** pp.61. Save your work to the **P:/cist2510/WIP/Rentals** folder and upload to web server.	1,5 a,c

==**Week 3 assignments must be completed and turned in before midnight Sep 5.**==

WEEK 4

Date	Chapter	Content	Assignments & Test Due Dates	Competency Area
Tuesday Sep 4	2	**Digital Book Chapter**	Begin working thru **Project 2** pp.63-101. Save your work to the **P:/cist2510/WIP/Chapter** folder and upload to web server.	1,5 a,c
Thursday Sep 6			Complete **Project 2** pp.63-101. Save your work to the **P:/cist2510/WIP/Chapter** folder and upload to web server. Complete Project 2 **Review Questions** on Blackboard.	1,5 a,c

==**Week 4 assignments must be completed and turned in before midnight Sep 12.**==

WEEK 5

Date	Chapter	Content	Assignments & Test Due Dates	Competency Area
Tuesday Sep 11	2	**Digital Book Chapter (continued)**	Begin Project 2 **Portfolio Builder** pp.103. Save your work to the **P:/cist2510/WIP/Chapter** folder and upload to web server.	1,5 a,c
Thursday Sep 13			Complete Project 2 **Portfolio Builder** pp.103. Save your work to the **P:/cist2510/WIP/Chapter** folder and upload to web server.	1,5 a,c

==**Week 5 assignments must be completed and turned in before midnight Sep 19.**==

WEEK 6

Date	Chapter	Content	Assignments & Test Due Dates	Competency Area
Tuesday Sep 18	3	**Photographer's Web Site**	Begin working thru **Project 3** pp.105-151. Save your work to the **P:/cist2510/WIP/Crowe** folder and upload to web server.	1,2,5 a,c
Thursday Sep 20			Complete **Project 3** pp.105-151. Save your work to the **P:/cist2510/WIP/Crowe** folder and upload to web server. Complete Project 3 **Review Questions** on Blackboard.	1,2,5 a,c

==**Week 6 assignments must be completed and turned in before midnight Sep 26.**==

WEEK 7

Date	Chapter	Content	Assignments & Test Due Dates	Competency Area
Tuesday Sep 25	3	**Photographer's Web Site (continued)**	Begin Project 3 **Portfolio Builder** pp.153. Save your work to the **P:/cist2510/WIP/NASA** folder and upload to web server.	1,2,5 a,c
Thursday Sep 27			Complete Project 3 **Portfolio Builder** pp.153. Save your work to the **P:/cist2510/WIP/NASA** folder and upload to web server.	1,2,5 a,c

==**Week 7 assignments must be completed and turned in before midnight Oct 3.**==

WEEK 8

Date	Chapter	Content	Assignments & Test Due Dates	Competency Area
Tuesday Oct 2	4	**Museum CSS Layout**	Begin working thru **Project 4** pp.155-211. Save your work to the **P:/cist2510/WIP/Museum** folder and upload to web server.	1,5 a,c
Thursday Oct 4			Complete **Project 4** pp.155-211. Save your work to the **P:/cist2510/WIP/Museum** folder and upload to web server. Complete Project 4 **Review Questions** on Blackboard.	1,5 a,c

==Week 8 assignments must be completed and turned in before midnight Oct 10.==

WEEK 9

Date	Chapter	Content	Assignments & Test Due Dates	Competency Area
Tuesday Oct 9	4	**Museum CSS Layout (continued)**	Begin Project 4 **Portfolio Builder** pp.213. Save your work to the **P:/cist2510/WIP/Club** folder and upload to web server.	1,5 a,c
Thursday Oct 11			Complete Project 4 **Portfolio Builder** pp.213. Save your work to the **P:/cist2510/WIP/Club** folder and upload to web server.	1,5 a,c

==Week 9 assignments must be completed and turned in before midnight Oct 17.==

WEEK 10

Date	Chapter	Content	Assignments & Test Due Dates	Competency Area
Tuesday Oct 16	5	**Cupcake Bakery CSS Site**	Begin working thru **Project 5** pp.215-257. Save your work to the **P P:/cist2510/WIP/Cupcakes** folder and upload to web server.	1,5 a,c
Thursday Oct 18			Complete **Project 5** pp.215-257. Save your work to the **P:/cist2510/WIP/Cupcakes** folder and upload to web server. Complete Project 5 **Review Questions** on Blackboard.	1,5 a,c

==Week 10 assignments must be completed and turned in before midnight Oct 31.==

WEEK 11

Date	Chapter	Content	Assignments & Test Due Dates	Competency Area
Tuesday Oct 23	5	**Cupcake Bakery CSS Site (continued)**	Begin Project 5 **Portfolio Builder** pp.259. Save your work to the **P:/cist2510/WIP/Solar** folder and upload to web server.	1,5 a,c
Thursday Oct 25			Complete Project 5 **Portfolio Builder** pp.259. Save your work to the **P:/cist2510/WIP/Solar** folder and upload to web server.	1,5 a,c

**Week 11 assignments must be completed and turned in before midnight Oct 31.

WEEK 12

Date	Chapter	Content	Assignments & Test Due Dates	Competency Area
Tuesday Oct 30	6	**Kayaking CSS3 Site**	Begin working thru **Project 6** pp.261-291. Save your work to the **P:/cist2510/WIP/Kayaking** folder and upload to web server.	1,2,5 a,c
Thursday Nov 1			Complete **Project 6** pp.261-291. Save your work to the **P:/cist2510/WIP/Kayaking** folder and upload to web server. Complete Project 6 **Review Questions** on Blackboard.	1,2,5 a,c

**Week 12 assignments must be completed and turned in before midnight Nov 7.

WEEK 13

Date	Chapter	Content	Assignments & Test Due Dates	Competency Area
Tuesday Nov 6	6	**Kayaking CSS3 Site (Continued)**	Begin Project 6 **Portfolio Builder** pp.293. Save your work to the **P:/cist2510/WIP/Gallery** folder and upload to web server.	1,2,5 a,c
Thursday Nov 8			Complete Project 6 **Portfolio Builder** pp.293. Save your work to the **P:/cist2510/WIP/Gallery** folder and upload to web server.	1,2,5 a,c

**Week 13 assignments must be completed and turned in before midnight Nov 14.

WEEK 14

Date	Chapter	Content	Assignments & Test Due Dates	Competency Area
Tuesday Nov 13	7	**Vintage Car JavaScript Site**	Begin working thru **Project 7** pp.296-329. Save your work to the **P:/cist2510/WIP/Cars** folder and upload to web server.	1,3,4,5 a,c
Thursday Nov 15			Complete **Project 7** pp.296-329. Save your work to the **P:/cist2510/WIP/Cars** folder and upload to web server. Complete Project 7 **Review Questions** on Blackboard.	1,3,4,5 a,c

**Week 14 assignments must be completed and turned in before midnight Nov 28.

WEEK 15

Date	Chapter	Content	Assignments & Test Due Dates	Competency Area
Tuesday Nov 20	8	**Bootstrap Responsive Page**	Begin working thru **Project 8** pp.331-373. Save your work to the P**:/cist2510/WIP/BLVD** folder and upload to web server.	1,2,3,4,5 a,c
	H	**HOLIDAY (Thanksgiving) Nov 21-22**		

**Week 15 assignments must be completed and turned in before midnight Nov 28.

WEEK 16

Date	Chapter	Content	Assignments & Test Due Dates	Competency Area
Tuesday Nov 27	8	**Bootstrap Responsive Page (continued)**	Complete **Project 8** pp.331-373. Save your work to the **P:/cist2510/WIP/BLVD** folder and upload to web server. Complete Project 8 **Review Questions** on Blackboard.	1,2,3,4,5 a,c
Thursday Nov 29			Complete **Final Exam** on Blackboard.	1,2,3,4,5 a,c

**Week 16 assignments must be completed and turned in before midnight Nov 29.

COMPETENCY AREAS:
1. Basic Web Page Development
2. Utilize Advanced Image techniques, Incorporate Audio and Video
3. Dynamic Web Page Development
4. Web 2.0 Technologies
5. Publish and Manage a Web Site

GENERAL CORE EDUCATIONAL COMPETENCIES
a) The ability to utilize standard written English.
b) The ability to solve practical mathematical problems.
c) The ability to read, analyze, and interpret information.