COURSE TITLE: Introduction to Web Authoring and Design
COURSE NUMBER: CGS 1557

COURSE DESCRIPTION:
This course covers the procedures involved in designing and creating Web pages and Web sites. Includes hands-on laboratory assignments using current Web development software and/or current Web languages. 3 semester hours credit. [A]

PREREQUISITES:
CGS 1060 Introduction to Microcomputer Use or consent of department. Contact the course instructor for details.

NAME(S) OF INSTRUCTOR(S):
Nancy Burns

DATE OF LATEST REVISION:
April 2011

REQUIRED TEXTBOOKS for the Summer 2011 Term:

REQUIRED HARDWARE / SOFTWARE
- A computer with the following software:
  - Windows (Windows 7 preferred)
  - NotePad or other plain text editor
  - Internet Explorer or other web browser (IE 8.0 or higher)
- USB drive (if you need to transport files off campus)
- Earphones (or earbuds) for listening to audio tutorials and videos
- Webcam
- Internet access

Note: Computers with this configuration are available in on-campus labs. The Information Technology Center (upstairs in library) is available most weekdays; check the library for exact hours of operation. Students planning to complete assignments using off-campus computers must provide their own computer and software for off-campus use.

GRADING POLICIES:
The standing of a student in each course is expressed by one of the following letters and corresponding grading system:
A – 100 – 93
B – 92 – 83
C – 82 – 70
D – 69 – 60
F – 59 or less

See your First Day Handout for individual instructor practices.

The Chipola Catalog provides specific information regarding other outcomes from the grading system. A student’s Grade Point Average is derived from the grading system/quality point scale.

**DISCIPLINE-SPECIFIC COMPETENCIES / LEARNING OUTCOMES:**

This course is not a General Education core course. However, it does address several competencies in the Technology Area.

T1 Use a computer to create, save, copy, and print files.
T2 Access and use appropriate software in the content area.
T3 Access, search, and retrieve information from electronic databases and/or the Internet.

**STUDENT LEARNING OUTCOMES/OBJECTIVES FOR CGS 1557:**

See chart, last page.

**MEANS OF ACCOMPLISHING OUTCOMES:**

You are expected to do any or all of the following as necessary, in order to insure that you have mastered the course objectives:

- Read and study assigned material from the text;
- Complete practice exercises and daily assignments and submit in a timely manner;
- Pursue independent study using resource materials available in the library (books, periodicals, videos), the Tech Center lab, and any other pertinent source;

Demonstrate your mastery of the required skills on assignments and exams.

**LIBRARY AND ON-LINE REFERENCE MATERIALS:**

The library is a comprehensive learning resource center providing information in print, electronic, and multimedia format to support the educational objectives of the College. On-line catalogs, e-books and electronic databases can be accessed by using the LINCCWeb icon on the Chipola Library website at [www.chipola.edu/library](http://www.chipola.edu/library). If you have questions about database usage consult the “How to Use the Chipola Databases” on the Library website or call the Library at 850/718-2274 during regular hours. Library hours are posted each semester at the building entrance and on the Library website.

Chipola’s website is located at [www.chipola.edu](http://www.chipola.edu).

See your First Day Handout for individual instructor recommendations and resources.

**TECHNOLOGY RESOURCES:**

The Information Technology Center, located in the library, is equipped with computer workstations. Lab hours are posted each semester at the building entrance and on the Library website.
ASSIGNMENT SCHEDULE:  
See your First Day Handout for individual instructor assignment schedule.

ATTENDANCE AND WITHDRAWAL POLICIES:  
Chipola College expects regular attendance of all students. Students who are absent from classes for any reason other than official college activities must satisfy the instructor concerned that the absence was due to illness or other clearly unavoidable reasons. Otherwise, the student may suffer grade loss at the discretion of the instructor.

Chipola policy allows each instructor to specify in the course handout the attendance policy. It also allows the instructor to decide whether or not an absence is excusable and what affect the absence or tardy may have on the grade.

A student is allowed to repeat a course a maximum of three (3) times. **On the third attempt a student (1) must bear the full cost of instruction, (2) cannot withdraw, and (3) must receive a grade.**

See your First Day Handout for individual instructor or department-specific attendance and withdrawal policy.

MAKE-UP POLICY:  
Chipola allows each instructor to specify in the instructor handout the makeup policy. Please see your first day handout for individual instructor policy.

ACADEMIC HONOR CODE POLICY:  
Students are expected to uphold the Academic Honor Code. Chipola College’s Honor Code is based on the premise that each student has the responsibility to
1) uphold the highest standards of academic honesty in his/her own work;
2) refuse to tolerate academic dishonesty in the college community; and
3) foster a high sense of honor and social responsibility on the part of students.

Further information regarding the Academic Honor Code may be found in the Chipola Catalog, Student Governance section.

STUDENTS WITH DISABILITIES POLICY:  
Chipola College is committed to making all programs and facilities accessible to anyone with a disability. Chipola’s goal is for students to obtain maximum benefit from their educational experience and to effectively transition into the college environment.

Students with disabilities are requested to voluntarily contact the Office of Students with Disabilities to complete the intake process and determine their eligibility for reasonable accommodations.
### COURSE-LEVEL STUDENT LEARNING OUTCOMES FOR CGS 1557

**The student will learn the following:**

<table>
<thead>
<tr>
<th>Description</th>
<th>College-Level and Discipline-Specific General Education Competencies</th>
<th>Assessment Methods ** Used by Instructor</th>
</tr>
</thead>
<tbody>
<tr>
<td>Describe the development and structure of the Internet</td>
<td>LA, OT</td>
<td></td>
</tr>
<tr>
<td>Differentiate Internet, extranet, intranet, and e-commerce sites</td>
<td>OT, Q</td>
<td></td>
</tr>
<tr>
<td>Differentiate push vs. pull techniques</td>
<td>OT, Q</td>
<td></td>
</tr>
<tr>
<td>Demonstrate the use of typical file types and protocols</td>
<td>T1, T2</td>
<td>LA, PROJ</td>
</tr>
<tr>
<td>List and describe factors of good Web site structure</td>
<td>OT, Q</td>
<td></td>
</tr>
<tr>
<td>List and describe factors of good user interface design</td>
<td>OT, Q</td>
<td></td>
</tr>
<tr>
<td>Evaluate Web sites for use of good structure &amp; design</td>
<td>T2, T3</td>
<td>LA, PROJ</td>
</tr>
<tr>
<td>List and describe features of Web site handicapped accessibility</td>
<td>T2, T3</td>
<td>LA, PROJ</td>
</tr>
<tr>
<td>Evaluate Web sites for handicapped accessibility</td>
<td>T2, T3</td>
<td>LA, PROJ</td>
</tr>
<tr>
<td>List several Web authoring tools and describe their features</td>
<td>T2, T3</td>
<td>LA, PROJ</td>
</tr>
<tr>
<td>Use at least one Web authoring software tool to create and maintain a well-designed, appropriately structured, handicapped accessible Web site.</td>
<td>T2, T3</td>
<td>LA, PROJ</td>
</tr>
</tbody>
</table>

For a list of Chipola’s College-Level Competencies, see [www.chipola.edu](http://www.chipola.edu).

**Assessment Method Codes**

- LA = Lab Assignments
- OT = Objective Tests
- PROJ = Projects
- Q = Quizzes