# TEXARKANA COLLEGE

**Syllabus:** **Web Design 1 – Hybrid**
**Course Number:** **IMED 1316**
**Semester & Year:**
**Instructor Information**

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|---|---|
| Name: | **Dianna Patterson Kinsey, Professor** |
| Office: | Business & Computer Technology Building, Office 35 |
| Telephone: | (903) 823-3346 |
| E-mail: | dianna.kinsey@texarkanacollege.edu |

**Office & Lab Hours:**

| Monday | Tuesday | Wednesday | Thursday | Friday |
|---|---|---|---|---|
| **Office** 8:30 – 9:30 **Lab** 11:00 – 12:30 2:00 – 2:30 | **Office** 8:30 – 11:00 **Lab** 11:30 – 12:30 | **Office** 8:30 – 9:30 **Lab** 12:30 – 1:30 | **Office** 8:30 – 11:00 **Lab** 11:00 – 12:30 | **Office** 9:00 – 11:00 |

**Textbook Information:**

**Web Design with HTML 5 AND CSS3 Eighth Edition, Complete**

| | |
|---|---|
| By: | Jessica Minnick |
| ISBN-13: | 978-1-305-57817-3 |

## Student Learning Outcomes for the Course

1. To teach the fundamentals of developing Web pages using a comprehensive Web development life cycle
2. To acquaint students with the HTML5 and CSS (through level 3) languages and creating Web pages suitable for course work, professional purposes, and personal use
3. To expose students to common Web page formats and functions
4. To promote curiosity and independent exploration of World Wide Web resources
5. To develop an exercise-oriented approach that allows students to learn by example
6. To encourage independent study and help those who are learning how to create Web pages in a distance education environment

## Student Requirements for Completion of the Course and Due Dates

| Assignments and Tests | Due Date |
|---|---|
| 8 Chapter Exams (2 attempts) | See the Class Schedule Section |
| Chapter Tutorials, Labs and Additional Assignments | See the Class Schedule Section |
| Personal Website Assignment | See the Class Schedule Section |

**Student Assessment**

- Tests on Chapters (8 tests) & Final – 50%
- Tutorial Labs and Assignments – 25%
- Personal Website – 20%
- Participation – 5%

**Grading Scale**

A = 90 to 100% **\***
B = 80 to 89.99 %
C = 70 to 79.99%
D = 60 to 69.99%
F = Below 60%

**\* All work must be completed and turned in on time, plus the required average for the student to receive the grade of A.**

**Attendance Policy**

Your punctual attendance and your participation are required for successful completion of the course. You may be dropped from the course without notice after a total of 3 class absences (3 times tardy counts as one absence). Only currently enrolled students are allowed to attend classes and labs. Any student who officially withdraws from the course before the drop date and before the instructor has dropped the student from the course will receive a grade of "W" unless instructor drops the student with an "F" for cheating. Students are expected to attend, regularly, all classes in the course for which they are enrolled.

**Note:** In this class, a student will be counted present for the week by following any one of these 3 methods:

a. If the student attends a scheduled class session,

b. If the student is caught up or ahead in their work, and the student notifies the instructor within 2 days before the scheduled class,

c. Or if the student has completed all work for the course (Notify the instructor).

Failure to abide by the above 3 rules will result in the student being dropped from class with a W.  Being caught up in their work means "having **taken the required tests** and having **turned in all assigned work by the required due dates**."

> **For any student that just stops coming to class and chooses to make an F or a W, the last date they attended will be listed on the final grade sheet and they will most likely have to pay back money received from grants or scholarships.**

**Make-up Policy**

The student is responsible for work missed because of illness, school business, religious holidays, military service or other circumstances and must make arrangements with their instructor prior to their absences. No incomplete grades will be given for failure to attend and participate. If you must quit, you should initiate an official withdrawal in the Admissions Office prior to the last date to drop courses**.**

Class Assignments and Labs must be turned in on time. Given extreme circumstances, you may be allowed to turn in an assignment slightly late with your instructor's permission.

**Academic Integrity Statement**

Scholastic dishonesty, involving but not limited to cheating on a test, plagiarism, collusion, or falsification of records will make the student liable for disciplinary action after being investigated by the Dean of Students. Proven violations of this nature will result in the student being dropped from the class with an "F".

This policy applies campus wide, including TC Testing Center, as well as off-campus classroom or lab sites, including dual credit campuses. This information can be found in the Student Handbook at https://texarkanacollege.edu.

**Disability Act Statement:**

Texarkana College complies with all provisions of the Americans with Disabilities Act and makes reasonable accommodations upon request. Please contact Tonja Blase at 903-823-3283, or go by the Recruitment, Advisement, and Retention Department located in the Administration building for personal assistance.

If you have an accommodation letter from their office indicating that you have a disability which requires academic accommodations, please present it to me so we can discuss the accommodations that you might need for this class. *It is best to request these changes at the beginning if not before the start of class* so there is ample time to make the accommodations.

**Basic Needs Security Statement**

Any student who has difficulty affording groceries or accessing enough food to eat every day, or who lacks a safe and stable place to live and believes this may affect their performance in this course or ability to remain in school, is urged to contact Tonja Blasé, Director of Student Retention, at (903) 823-3349 for support. Furthermore, please notify the professor if you are comfortable in doing so.

**Financial Aid:**

**Attention!** Dropping this class may affect your funding in a negative way! You could owe money to the college and/or federal government. Please check with the Financial Aid office before making a decision.

**Computer Lab**

If the student needs the use of a lab computer, the Texarkana College Computer Technology Department maintains a lab where the student can work. Lab room 9 is located in the Business Computer Technology building across from Testing Center. A lab assistant is available during posted hours to assist with computing difficulties. The lab assistant is not a tutor, and you may not expect the lab assistant to help you complete your class assignments. Students are not allowed to download programs, play games, watch online videos, listen to online music, or participate in any other non-class related computer usage.

**The Computer Lab's network connection, attendance, and all activities on the computer are monitored.** The lab hours are:

Monday – Thursday (Days)            8:00 am – 4:00 pm
Tuesday & Thursday (Nights)         4:00 pm – 8:00 pm
Friday                              8:00 am - 12:00 pm

The Computer Lab is **not open** on weekends and college holidays/breaks.

TO TAKE A CHAPTER TEST

You must arrive in the Testing Center on time and present your **current semester STUDENT ID PICTURE CARD.** Students are not allowed to stay in the Testing Center after closing time; therefore, students must finish tests before closing time.

TESTING CENTER HOURS

| Monday thru Thursday | 8:30 am - 8:00 pm | (no test started after 7:00 pm) |
|---|---|---|
| Friday | 8:00 am - 4:00 pm | (no test started after 3:00 pm) |
| Sunday | 2:00 pm - 6:00 pm | (no test started after 5:00 pm) |

**Non-TC students or children are not allowed in the Testing Center unless taking a proctored test**. Hats and caps are not allowed. Electronic devices (cell phones, etc.) are not allowed. The **Testing Center is under camera and audio surveillance.**

Due to COVID-19 Considerations

Texarkana College Computer Lab & Testing Center will NOT be accessed or used by this class

IMED 1316 Web Design 1

**Summary**

The class format is what is called "**Hybrid**." You can complete all lab work from home, but **tests are to be taken in the Texarkana College Testing Center** by the appropriate deadlines. **You will be required to attend scheduled class sessions via Microsoft Teams,** and complete adequate weekly work to be counted present on attendance. Class time will consist of covering new concepts from the chapters, plus concepts chosen by the instructor.  As stated, you are required to attend scheduled class sessions. Over the semester, you are allowed two absences.

Adequate personal time will be needed for completion of labs and assigned projects. Because of the constant changing nature of the Web and web design material, you may be assigned additional reading material throughout the semester. Students will be assigned projects (Chapter Tutorials) from the book. These will be supplemented with the Lab Assignments at the end of each chapter and other assignments given by the instructor to provide repetitive learning of web design concepts. Your lab time will be devoted to the completion of assigned projects (tutorials & labs) from the book, projects assigned from other sources, and the student's personal Web pages.

This course is designed to acquaint the student with web design fundamentals using HTML5 and CSS3 (Hypertext Markup Language 5 and Cascading Style Sheets 3). Study encompasses a brief introduction to the development and structure of the Internet and Web, Web and web design concepts and terminology, and web design practical usage, primarily for business and educational purposes. The student will learn the basics of web publishing using HTML. This is an essential knowledge for web design in the workplace or for the learning and use of a variety of script languages such as JavaScript, VB script, PHP, or working with ASP. Special emphasis is given to the study of XHTML and CSS.

The course objective is for the student to gain a fundamentally sound working knowledge of web page design. HTML (XHTML), the primary markup language used for web publishing, will be used by the student to complete assignments. Additionally, the student will design and create a personal website and subsequent pages. The proper completion of all required reading, lab projects and homework, and chapter tests should provide a solid basic foundation in preparation for a business or educational environment.

Tests are taken from the book and handouts, if any. These tests will account for 50% of the student's total grade. Failure to take a test by the appropriate deadline without prior approval from the instructor will result in the grade of zero (0) for that test. **Do not miss an exam!**

The tutorial labs and additional lab work will account for 25% of the student's final grade. A student will receive credit for work that has been promptly and fully completed. It is the student's responsibility to assure that all work is properly completed in a timely manner.

One of the larger assigned projects allows the student to create a personal home page and additional web pages (personal website) using HTML. This should be fun! This project will account for 20% of your grade.

A participation grade will account for 5% of the student's final grade.  Students must attend all of the required class meetings, complete assignments by their due date, contribute to class discussion of topics being reviewed and show a genuine desire to learn web publishing.  Quality participation by students can provide a "Win – Win" learning environment for all students.

The student must have *completed* all assigned projects in a *timely and orderly manner* **and** *have the required grade average* to earn an A in the course.

**Major Course Topics:**

| | |
|---|---|
| • XHTML Topics<br>• Basic Web Pages<br>• Elements and Attributes<br>• A Basic Website<br>• Navigation Lists<br>• Image Maps<br>• Styles & Cascading Style Sheets | • Special Effects with CSS<br>• Tables<br>• Forms<br>• Multimedia<br>• Pop-up images<br>• XHTML<br>• Image editing |

*This syllabus is subject to change at any time during the semester at the instructor's discretion.*

## Computer Requirement Policy:

Students are required to have a computer with Internet access for classes. The computer must be an actual computer – smart phones, iPads, Androids, Chromebooks, etc., are not acceptable substitutes because they lack software compatibility necessary to complete all assignments and tests. Financial costs for the necessary equipment and internet access are the responsibility of the student.

Students needing to purchase a computer may do so through the Texarkana College Bookstore. Systems purchased through the bookstore meet or exceed all requirements, are competitively priced, and may be purchased using financial aid funds. If the system is purchased through another source, it is the student's responsibility to ensure the system meets all requirements.

Computer systems requirements:

- Webcam, microphone, and speakers or headphones
- **Windows 10 computer is necessary for BCIS 1305** (A recent version of Mac OS (minimum Sierra) could be an option for other classes. Windows 10 S mode is not supported
- Hardware capable of running Microsoft Teams (free download) and supports multi-media playback
- Support for Chrome or Microsoft Edge – Note: Firefox, Safari, or other browsers may not work on all TC applications
- Able to run Microsoft Office which will be provided free to TC students
- Adobe Reader or another PDF viewer
- Antivirus software such as Windows Defender or another 3rd party anti-virus solution
- The Respondus Lockdown browser is used for taking tests; therefore, the system must be capable of running this software. Most newer systems that meet other specifications should work.

Students should regularly backup content to prevent loss of coursework due to hardware failure. Backup copies of documents and other coursework may be placed on OneDrive cloud storage. OneDrive is included free of charge for all TC students.

A list of Internet service providers can be found on the TC website at: https://www.texarkanacollege.edu/coronavirus/.

**Alternate Operations during Campus Closure**

In the event of an emergency or announced campus closure due to a natural disaster or pandemic, Texarkana College may need to move to altered operations and course delivery methods. During this time, Texarkana College may opt to continue delivery of instruction through methods that include but are not limited to online learning management system (Jenzabar or Moodle), online conferencing through TEAMS, email messaging, and/or an alternate schedule.  It is the responsibility of the student to monitor Texarkana College's website (www.texarkanacollege.edu) for instructions about continuing courses remotely, instructor email notifications on the method of delivery and course-specific communication, and Texarkana College email notifications for important general information.

**COVID-19 Online/Virtual Environment Instructional Commitment**

The ongoing Covid-19 situation will require that some course materials and instruction are provided through an online and/or virtual format. Even if all or a portion of a class was originally scheduled to meet face to face, social distancing guidelines associated with Covid-19 will limit the number of students who are able to attend face to face classes in person simultaneously. Further, circumstances associated with Covid-19 **could** cause the college to be forced to shift completely to an online and/or virtual delivery at any time during the semester. While TC faculty members are committed to providing students the option of face-to-face instruction if possible, students should be prepared to continue their classes in an online and/or virtual environment if necessary. Texarkana College is committed to maintaining engaging, high quality instruction regardless of the delivery format.