COURSE SYLLABUS

COURSE TITLE: ABT 294 – Website Design and Maintenance

CLASS SECTION: D01

TERM: 2022W

COURSE CREDITS: 3

DELIVERY METHOD(S):   Online, Asynchronous

For COVID-19 information please visit https://legacy.camosun.ca/covid19/index.html.

*Camosun College requires mandatory attendance for the first class meeting of each course. **If you do not participate the week 1 Introduction discussion by the due date** and do not provide your instructor with a reasonable explanation in advance, you will be removed from the course and the space offered to the next waitlisted student.*

INSTRUCTOR DETAILS

NAME: Julia Grav

EMAIL: gravj@online.camosun.ca

OFFICE: Interurban, **CBA 231G**

HOURS: Virtual via Collaborate (in D2L) time TBD

As your course instructor, I endeavour to provide an inclusive learning environment. However, if you experience barriers to learning in this course, do not hesitate to discuss them with me. Camosun College is committed to identifying and removing institutional and social barriers that prevent access and impede success.

CALENDAR DESCRIPTION

This course is designed to introduce students to the design, creation, publication, maintenance and management of a website. This course focuses on design principles using current website design and graphics software.

PREREQUISITE(S):   C in BUS140 or equivalent

CO-REQUISITE(S):   None

EXCLUSION(S):   None

COURSE LEARNING OUTCOMES / OBJECTIVES

Upon successful completion of this course a student will be able to:

1. Identify and describe the network protocols used to enable traffic over the Internet.

2. Apply basic design principles to design and create an effective website utilizing an appropriate file management structure and effective page layouts using a web page editor and file management tool.

3. Create and edit internal, relative, and absolute hyperlinks.

4. Create and edit HTML and CSS code.

5. Create effective website templates.

6. Insert and edit JavaScript widgets.

7. Utilize graphics software to create, import, and edit web page images and choose an appropriate graphics format for banners, photos, line art, navigation buttons, and animations.

8. Create interactive on-line forms and surveys.

9. Set up and secure a website for authoring permission using FTP.

10. Publish several websites to a web server and perform routine maintenance tasks.

REQUIRED MATERIALS & RECOMMENDED PREPARATION / INFORMATION

REQUIRED:

a. Robbins, J. (2018). Learning Web Design, **5th Edition**. O'Reilly Media, Inc.

ISBN: 9781491960202. Available at the Camosun bookstore

b. **freeCodeCamp** Free account in browser application for coding simulation

c. **Visual Studio Code** Free Microsoft cross-compatible desktop app: basic code editor

d. **Adobe CC Account** Subscription paid for by Camosun, details provided by your instructor

Order your textbook now!

In the first week, detailed instructions are given to show you how to download required applications and create an online account for freeCodeCamp and Adobe CC.

COURSE SCHEDULE, TOPICS, AND ASSOCIATED PREPARATION / ACTIVITY / EVALUATION

The following schedule and course components are subject to change with reasonable advance notice, as deemed appropriate by the instructor.

WEEK	TOPIC	ASSIGNED READINGS	ACTIVITIES/DUE DATES	WEIGHT
Week 1: January 10-16, 2022	Course Intro, File Management, Intro to HTML & CSS	Learning Web Design Part 1:	Discussion: PhotoVoice Classwork: File Management ***Both due before Jan. 14 at 11:59pm*** Lab: HTML "Hello World" Part 1	3.39%

Week 2: January 17-23, 2022	Intro to HTML syntax	Learning Web Design: Chapter 4, 5 & 6	Classwork: Links Lab: HTML "Hello World" Part 1 & 2 Project Part 1: Site Proposal *All due before January 21 at 11:59pm*	10.14%
Week 3: January 24-30, 2022	Graphics, Image Processing (Photoshop)	Learning Web Design: Chapter 7, 23 & 24	Classwork: Graphics Lab: Digital Images Part 1 Quiz (D2L) Getting Started *All due before January 28 at 11:59pm*	3.39%
Week 4: Jan. 31-Feb. 6, 2022	Website Design Patterns	Learning Web Design: Chapters 11, 12, 13 & 14	Classwork: Class homepage Part 1 Lab: Digital Images Part 1 & Part 2 FreeCodeCamp - Basic HTML and HTML5 Discussion: Top AI - Links *All due before February 4 at 11:59pm*	6.75%
Week 5: February 7 – 13, 2022	Advanced CSS: Flexbox & Grid	Learning Web Design: Chapter 15 & 16A	Classwork: Class homepage Part 1 & Part 2 Lab: Float Flex Grid Part 1 Quiz (D2L) Graphics and Web Colours *All due before February 11 at 11:59pm*	3.39%
Week 6: February 14 – 20, 2022		Learning Web Design: Chapter 16B	Classwork: Create a responsive website Part 1 Lab: Float Flex Grid Part 1 & 2 Discussion: Top-AI – Layouts *All due before Feb. 18 at 11:59pm*	4.25%
Week 7: October 21 – 27, 2022		Reading Break ☺	Quiz (D2L) HTML Project Part 2: Project Logos *Due before February 25 at 11:59pm*	6.25%
Week 8: Feb 28 – March. 6, 2022	Responsive Web Design	Learning Web Design: Chapter 17	Classwork: Create a responsive website Part 1 and Part 2 Lab: Wireframe Quiz (D2L) CSS *All due before March 4 at 11:59pm*	6.39%
Week 9: March 7 – 13, 2022	Template Layouts, Links and Mobile / Web Typography	Review glossary and assignment feedback for midterm	Classwork: Assigned Review Exercises FreeCodeCamp: Basic CSS *due before March 11 at 6pm* **Midterm Exam – Friday, March 11 from 6-9pm**	12.5%
Week 10: March 14 – 20, 2022			Classwork: Photo Gallery Part 1 Lab: Full-screen bg-video Part 1 Project Part 3: Content and Imagery *All due before March 18 at 11:59pm*	5%

Week 11: March. 21 – 27, 2022		Learning Web Design: Chapter 10 & Google Web Fundamentals: Responsive Images	Classwork: Photo Gallery Part 1 & 2 Lab: Full-screen bg-video Part 1 & 2 ***Both due before March 25 at 11:59pm***	5.14%
Week 12: March. 28 – April 3, 2022	Advanced Media, Interactivity, Web Forms & CSS Animation	Learning Web Design: Chapter 9 & Chapter 19 (pgs. 547-550)	Classwork: Business site template site with advanced media interactivity Part 1 Lab: Animation [Bonus] Project Part 4: Site Template ***All due before April 1 at 11:59pm***	12.5%
Week 13: April. 4 – 10, 2022		Learning Web Design: Chapter 18 & CSS animation	Classwork: Business site template site with advanced media interactivity Part 1 & Part 2 Discussion: Top AI Lab: Advanced Form [Bonus] ***Both due before April 8 at 11:59pm***	3.39%
Week 14: April 11- 14, 2022	PHP and JavaScript in Form Functionality	Learning Web Design: Chapter 21, 22 & Course Resources	Classwork: JavaScript Glossary of Terms Project Part 5: Site Completion ***All due April 14 at 11:59pm***	17.5%

If possible, please print the schedule above for easy reference of all assigned due dates.

Students registered with the Centre for Accessible Learning (CAL) who complete quizzes, tests, and exams with academic accommodations have booking procedures and deadlines with CAL where advanced noticed is required. Deadlines scan be reviewed on the CAL exams page. http://camosun.ca/services/accessible-learning/exams.html

EVALUATION OF LEARNING

DESCRIPTION		WEIGHTING
Online Quizzes		5%
Quiz: Getting Started	1.25%	
Quiz: Graphics and Web Colours	1.25%	

DESCRIPTION		WEIGHTING
Quiz: HTML	1.25%	
Quiz: CSS	1.25%	
Participation Discussions		5%
Introductions	1.25%	
Top AI: Links	1.25%	
Top AI: Layout	1.25%	
Top AI: Programming	1.25%	
Class work		15%
File Management	2.14%	
Links	2.14%	
Responsive Class Landing Page	2.14%	
Living Photography Site	2.14%	
Sticking Point Site	2.14%	
Living Photography Gallery	2.14%	
Sticking Point Form	2.14%	
Lab work		15%
Hello World	3%	
Digital Images	3%	
Float Flex Grid	3%	
Wireframe	3%	
Full-screen bg-video	3%	
Project		40%
Part 1 – Website Proposal	5%	
Part 2 – Project Logos	5%	
Part 3 – Text and Image Preparation	5%	
Part 4 – Site Template	12.5%	

DESCRIPTION		WEIGHTING
Part 5 – Site Completion	12.5%	
Midterm		10%
freeCodeCamp modules (2)		5%
Glossary of Terms		5%
	TOTAL	100%

If you have a concern about a grade you have received for an evaluation, please come and see me as soon as possible. Refer to the Grade Review and Appeals policy for more information.

COURSE GUIDELINES & EXPECATIONS

Assignments

The School of Business uses APA 7 style for formatting assignments and citing references. Proper citations and formatting using APA style will be required. See Camosun College (2018) Library Citation Guides retrieved from: https://camosun.libguides.com/apa7

- Where required by your instructor, submit all assignments into the D2L assignments by your last name.
- In-text citations for quotes, paraphrasing, and references must be consistent with APA standards.
- Grammar, spelling, style and APA formatting, citations and referencing will be assessed in your mark.
- All submitted work must be properly referenced to sources.

Unless otherwise specified, you are to submit your own work. Any work collaborated on (unless permitted by the course) will be considered in violation of the college's Academic Integrity policy. See Camosun College (2021) Academic Integrity Policy

Deadlines and exams

You must submit your assignments by the due date or as announced. A grade of zero will be assigned to late submissions. There are no additional assignments or make-up exams of any kind if you performed poorly on an assignment, midterm or final exam.

EXAM DATES WILL NOT BE RESCHEDULED. Non-attendance on scheduled exam dates will result in a zero grade. All exams must be written at the scheduled times with the exception of students requiring an accommodation by CAL. It is understood that emergency circumstances do occur (e.g. severe illness or family emergency); for such circumstances accommodation may be granted at the discretion of the instructor, provided the student:

a) notifies the instructor *in advance* of the exam (not after), and
b) provides documented evidence of the circumstance (e.g. medical certificate).

In most cases of an excused absence for an exam, an alternate exam will be scheduled for the student at the end of term.

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Do not make travel plans until the final exam schedules are finalized and posted. Please ask any family members who might make travel plans on your behalf to consult you before booking tickets. Travel plans are not an acceptable reason to miss an exam.

Students registered through the Centre for Accessible Learning (CAL) should discuss timelines with their instructors at the beginning of each semester.

Medical notes must be dated, signed, and be written on letterhead or prescription paper imprinted with the physician's name and address. Notes are accepted from Physician (GP or medical specialist), Nurse Practitioner, Psychiatrist, Psychologist, Counsellor and Aboriginal Elder.

STUDENT RESPONSIBILITY

Enrolment at Camosun assumes that the student will become a responsible member of the College community. As such, each student will display a positive work ethic, assist in the preservation of College property, and assume responsibility for their education by researching academic requirements and policies; demonstrating courtesy and respect toward others; and respecting expectations concerning attendance, assignments, deadlines, and appointments.

SUPPORTS AND SERVICES FOR STUDENTS

Camosun College offers a number of services to help you succeed in and out of the classroom. For a detailed overview of the supports and services visit http://camosun.ca/students/.

Support Service	Website
Academic Advising	http://camosun.ca/advising
Accessible Learning	http://camosun.ca/accessible-learning
Counselling	http://camosun.ca/counselling
Career Services	http://camosun.ca/coop
Financial Aid and Awards	http://camosun.ca/financialaid
Help Centres (Math/English/Science)	http://camosun.ca/help-centres
Indigenous Student Support	http://camosun.ca/indigenous
International Student Support	http://camosun.ca/international/
Learning Skills	http://camosun.ca/learningskills
Library	http://camosun.ca/services/library/
Office of Student Support	http://camosun.ca/oss
Ombudsperson	http://camosun.ca/ombuds
Registration	http://camosun.ca/registration

Support Service	Website
Technology Support	http://camosun.ca/its
Writing Centre	http://camosun.ca/writing-centre

If you have a mental health concern, please contact Counselling to arrange an appointment as soon as possible. Counselling sessions are available at both campuses during business hours. If you need urgent support after-hours, please contact the Vancouver Island Crisis Line at 1-888-494-3888 or call 911.

COLLEGE-WIDE POLICIES, PROCEDURES, REQUIREMENTS, AND STANDARDS

Academic Accommodations for Students with Disabilities

The College is committed to providing appropriate and reasonable academic accommodations to students with disabilities (i.e. physical, depression, learning, etc). If you have a disability, the Centre for Accessible Learning (CAL) can help you document your needs, and where disability-related barriers to access in your courses exist, create an accommodation plan. By making a plan through CAL, you can ensure you have the appropriate academic accommodations you need without disclosing your diagnosis or condition to course instructors. Please visit the CAL website for contacts and to learn how to get started: http://camosun.ca/services/accessible-learning/

Academic Integrity

Please visit http://camosun.ca/about/policies/education-academic/e-1-programming-and-instruction/e-1.13.pdf for policy regarding academic expectations and details for addressing and resolving matters of academic misconduct.

Academic Progress

Please visit http://camosun.ca/about/policies/education-academic/e-1-programming-and-instruction/e-1.1.pdf for further details on how Camosun College monitors students' academic progress and what steps can be taken if a student is at risk of not meeting the College's academic progress standards.

Course Withdrawals Policy

Please visit http://camosun.ca/about/policies/education-academic/e-2-student-services-and-support/e-2.2.pdf for further details about course withdrawals. For deadline for fees, course drop dates, and tuition refund, please visit http://camosun.ca/learn/fees/#deadlines.

Grading Policy

Please visit http://camosun.ca/about/policies/education-academic/e-1-programming-and-instruction/e-1.5.pdf for further details about grading.

Grade Review and Appeals

Please visit http://camosun.ca/about/policies/education-academic/e-1-programming-and-instruction/e-1.14.pdf for policy relating to requests for review and appeal of grades.

Mandatory Attendance for First Class Meeting of Each Course

Camosun College requires mandatory attendance for the first class meeting of each course. If you do not attend, and do not provide your instructor with a reasonable reason in advance, you will be removed from the course and the space offered to the next waitlisted student. For more information, please see the "Attendance" section under "Registration Policies and Procedures" (http://camosun.ca/learn/calendar/current/procedures.html) and the Grading Policy at http://camosun.ca/about/policies/education-academic/e-1-programming-and-instruction/e-1.5.pdf.

Medical / Compassionate Withdrawals

Students who are incapacitated and unable to complete or succeed in their studies by virtue of serious and demonstrated exceptional circumstances may be eligible for a medical/compassionate withdrawal. Please visit http://camosun.ca/about/policies/education-academic/e-2-student-services-and-support/e-2.8.pdf to learn more about the process involved in a medical/compassionate withdrawal.

Sexual Violence and Misconduct

Camosun is committed to creating a campus culture of safety, respect, and consent. Camosun's Office of Student Support is responsible for offering support to students impacted by sexual violence. Regardless of when or where the sexual violence or misconduct occurred, students can access support at Camosun. The Office of Student Support will make sure students have a safe and private place to talk and will help them understand what supports are available and their options for next steps. The Office of Student Support respects a student's right to choose what is right for them. For more information see Camosun's Sexualized Violence and Misconduct Policy: http://camosun.ca/about/policies/education-academic/e-2-student-services-and-support/e-2.9.pdf and https://camosun.ca/sexual-violence. To contact the Office of Student Support: oss@camosun.ca or by phone: 250-370-3046 or 250-3703841

Student Misconduct (Non-Academic)

Camosun College is committed to building the academic competency of all students, seeks to empower students to become agents of their own learning, and promotes academic belonging for everyone. Camosun also expects that all students to conduct themselves in a manner that contributes to a positive, supportive, and safe learning environment. Please review Camosun College's Student Misconduct Policy at http://camosun.ca/about/policies/education-academic/e-2-student-services-and-support/e-2.5.pdf to understand the College's expectations of academic integrity and student behavioural conduct.

Changes to this Syllabus: Every effort has been made to ensure that information in this syllabus is accurate at the time of publication. The College reserves the right to change courses if it becomes necessary so that course content remains relevant. In such cases, the instructor will give the students clear and timely notice of the changes.