

COURSE SYLLABUS



COURSE TITLE: **ABT 294 – Website Design and Maintenance**

CLASS SECTION: **D01**

TERM: **2024 Winter**

COURSE CREDITS: **3**

DELIVERY METHOD(S): **asynchronous online**

Camosun College campuses are located on the traditional territories of the Lək̓ʷəŋən and W̱SÁNEĆ peoples. We acknowledge their welcome and graciousness to the students who seek knowledge here.

You must complete the week 1 quiz or provide a reasonable explanation, prior to the quiz due date, to maintain your seat in this course.

INSTRUCTOR DETAILS

NAME: Julia Grav

EMAIL: gravj@online.camosun.ca

OFFICE: Interurban, **CBA 231G**

HOURS: TBD with class

As your course instructor, I endeavour to provide an inclusive learning environment. If at any time, 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) **freeCodeCamp** Free account in browser application for coding simulation
- b) **Visual Studio Code** Free Microsoft cross-compatible desktop app; basic code editor
- c) **CodePen** Free account to create code snippets and share your work.
- d) **Adobe CC Account** Subscription paid for by Camosun, details provided by your instructor

OPTIONAL:

- a) Robbins, J. (2018). Learning Web Design, 5th Edition. O'Reilly Media, Inc. ISBN: 9781491960202.
Available through the Camosun ONLINE bookstore

In the first week, detailed instructions are given to show you how to download required applications and create online accounts 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	D2L MODULE	TOPIC	ASSIGNED READINGS	ACTIVITIES/DUE DATES
Week 1: January 8-14, 2024	Module 1 – Getting Started	Course Intro, File Management, Intro to HTML & CSS	Module 1 Readings	Class work: File Management Week 1 readiness Quiz [Bonus] <i>Both due before Jan. 12 at 11:30pm</i>

				Lab work: HTML "Hello World" Part 1
Week 2: January 15-21, 2024		Intro to HTML syntax		Class work: Links Lab: HTML "Hello World" Part 1 & 2 <i>Due before January 19 at 11:30pm</i>
Week 3: January 22-28, 2024	Module 2 – Digital Images	Graphics, Image Processing (Photoshop)	Module 2 Readings	Class work: Basic Logo Lab: Digital Images Part 1 Project Part 1: Site Proposal & Domain Research <i>Due before January 26 at 11:30pm</i>
Week 4: Jan. 29- Feb. 4, 2024	Module 3 – Landing Pages and Accessibility	Website Design Patterns	Module 3 Readings	Class work: Class Landing page Part 1 Lab: Digital Images Part 1 & Part 2 <i>Due before Feb 2 at 11:30pm</i>
Week 5: February 5 – 11, 2024		CSS Declaration & Selector Types		Class work: Class Landing page Part 1 & Part 2 Lab: Float Flex Grid Part 1 <i>Due before Feb. 9 at 11:30pm</i>
Week 6: February 12 – 18, 2024		CSS Flexbox & Grid		Class work: Create a responsive website template Part 1 Lab: Float Flex Grid Part 1 & 2 <i>Due before Feb. 16 at 11:30pm</i>
Week 7: Feb. 19 – 25, 2024		Reading Break		Project Part 2: Project Logos <i>Due before February 23 at 11:30pm</i>
Week 8: Feb 26 – March. 3, 2024	Module 4 – Web Development & Maintenance	Responsive Web Design	Module 4 Readings	Class work: Create a responsive website Part 1 and Part 2 Lab: Wireframe <i>Due before March 1 at 11:30pm</i>
Week 9: March 4 – 10, 2024		Exam Week		Class work: Review Exercises FreeCodeCamp: Basic HTML & HTML 5 and Basic CSS <i>due Wed. March 6 at 11:30pm</i> Midterm Exam Thursday, March 7
Week 10: March 12		Web Galleries		Class work: Animated Image Gallery Part 1 Lab: Full-screen bg-video Part 1 Project Part 3: Content and

- 18, 2024				Imagery <i>Due before March 15 at 11:30pm</i>
Week 11: March. 19 – 25, 2024				Class work: Animated Image Gallery Part 1 & 2 Lab: Full-screen bg-video Part 1 & 2 <i>Both due before March 22 at 11:30pm</i>
Week 12: March. 26 – April 1, 2024	Module 5 - Intuitive Web Design	Advanced Media, Interactivity, Web Forms & CSS Animation	Module 5 Readings	Class work: Business site template site with advanced media interactivity Part 1 Lab: Animation [Bonus] Project Part 4: Site Template <i>All due before March 29 at 11:30pm</i>
Week 13: April. 2 – 8, 2024				Class work: Business site template site with advanced media interactivity Part 1 & Part 2 Lab: Advanced Form [Bonus] <i>Both due before April 5 at 11:30pm</i>
Week 14: April 9-13, 2024				PHP and JavaScript in Form Functionality Class work: JavaScript Project Part 5: Site Completion <i>All due April 12 at 11:30pm</i>

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 can be reviewed on the [CAL exams page](http://camosun.ca/services/accessible-learning/exams.html). <http://camosun.ca/services/accessible-learning/exams.html>

EVALUATION OF LEARNING

DESCRIPTION	WEIGHTING
Digital Escape Room	10%
Class & lab work	30%
Project	40%
Part 1 – Website Proposal & Domain Research	7.5%

DESCRIPTION	WEIGHTING
Part 2 – Project Logos	7.5%
Part 3 – Text and Image Preparation	5%
Part 4 – Site Template	10%
Part 5 – Site Completion	10%
Midterm	15%
freeCodeCamp (2) simulation modules	5%
If you have a concern about a grade you have received for an evaluation, please email me as soon as possible. Refer to the Grade Review and Appeals policy for more information.	TOTAL 100%

COURSE GUIDELINES & EXPECTATIONS

This course will be unofficially offered as “Hyflex”. This means students have the flexibility to change their mode of interaction (online or in-person) throughout the course, except for scheduled in-person assessments. Seating in the classroom is first reserved for students registered for the in-person offering.

The class and lab work components of this course will be marked on a complete/ in-complete basis with the option to resubmit, up-to 96 hours (4 days) after the due date. This marking scheme not apply to other assessments in this course. See [ABT 294 Grading Contract Template](#) [Google Doc] and comment at any time.

In-house citation rules will be used on all written assignments. Specifically, all sources must have an in-text citation with at direct link to source. e.g. ([Grav](#), 2023)

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.

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.

Congrats on reading this far in the course syllabus. Email your instructor before week 2 to get a bonus mark. gravj@online.camosun.ca

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
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](http://camosun.ca/services/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.