CTCH 1270 Website Management
Ohio University Lancaster
Fall 2016 Section 500 Class Number 9093
3 credit hours

PREREQUISITES: None

INSTRUCTOR: Professor Christine Wolfe
507 Brasee Hall
Phone: 740-681-3365
wolfec@ohio.edu
http://www.ohio.edu/people/wolfec


Bring a jump drive to class every day

REQUIRED SOFTWARE: Work will be completed using:

• The personal webspace provided to you by the university.

• Text Editor: Your textbook recommends Aptana 3. Alternatives include: any pure text editor such as Notepad on Windows computers or TextWrangler on MAC. Some editors such as NotepadPlus, Netbeans, Komodo Edit, IdeONE, etc. are also useful. Komodo Edit has the advantage of a built-in previewer. Word, WordPad, and other word processors are NOT text editors and will cause problems. Do NOT use any webpage authoring tools such as Dreamweaver, Word, KompoZer, etc. In this class you are learning to write the code yourself and learning is diminished when authoring tools are used.

• Secure FTP software: The university provides instructions for Fetch (MAC) and Filezilla (Windows) at https://www.ohio.edu/oit/webservices/people/index.cfm

• Browser: You will need access to Chrome and at least 1 other compliant browser such as Firefox, Internet Explorer, or Safari to view and test your web pages. Except when noted, I will score your submissions using Chrome so be sure to test your work in Chrome before submission.

CLASS WEB PAGE: Web pages for the course are maintained on Blackboard. Assignments and other documents are posted on the webpage. Students are responsible for retrieving assignments from the webpage.

ATTENDANCE POLICY: Attendance is expected when class is in session and on lab days unless the lab work has been completed.

COURSE DESCRIPTION: Introduction to Website management principles, skills, techniques, strategies, hardware, and software necessary to operate and maintain a successful Website or Intranet. Emphasis on how to maximize the usability of a website while maintaining the structure necessary to allow the site to change and grow.
COURSE OUTCOMES: On successful completion of this course, students should be capable of the following:

- Demonstrate a general understanding of the Internet and World Wide Web protocols.
- Specify the software and hardware needed to set up a website.
- Demonstrate general understanding of the tools and languages used for website development and management.
- Develop web pages using HTML, CSS and JavaScript.
- Demonstrate appreciation for performance, capacity and security issues associated with websites.
- Explain the governing principles of the Internet and the standards organizations that support their development.

GRADING POLICY:
The final overall percentage score in the class is the weighted percentage average score of the workshops and exams.

Exams and assignments are weighted as follows:

<table>
<thead>
<tr>
<th>Weight</th>
<th>Component</th>
</tr>
</thead>
<tbody>
<tr>
<td>25%</td>
<td>Assignments (includes unit review quizzes)</td>
</tr>
<tr>
<td>25%</td>
<td>Midterm</td>
</tr>
<tr>
<td>25%</td>
<td>Final Exam</td>
</tr>
<tr>
<td>25%</td>
<td>Final Project</td>
</tr>
</tbody>
</table>

100%  

Points will be deducted for:

- poor work on assignments and corrections as evaluated by the instructor
- late submission of assignments
  - Assignments are due on Friday at midnight. Because things can come up, late points won't be deducted as long as the work is submitted by midnight Sunday night.
  - From Sunday midnight through the following Friday, assignments will be accepted with a 25% point reduction. If an assignment has not been turned in within a week of the due date, no points will be earned on the assignment but I will look at it and provide feedback if time permits.
  - Regardless of the timeline, no assignments will be accepted for scoring after the last regularly scheduled class day.

Exams are retained for one quarter and then discarded. Issues about grades must be submitted to the instructor in writing before the exams are discarded.

<table>
<thead>
<tr>
<th>Grade</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>92-100%</td>
</tr>
<tr>
<td>A-</td>
<td>90-91%</td>
</tr>
<tr>
<td>B+</td>
<td>88-89%</td>
</tr>
<tr>
<td>B</td>
<td>82-87%</td>
</tr>
<tr>
<td>B-</td>
<td>80-81%</td>
</tr>
<tr>
<td>C+</td>
<td>78-79%</td>
</tr>
<tr>
<td>C</td>
<td>72-77%</td>
</tr>
<tr>
<td>C-</td>
<td>70-71%</td>
</tr>
<tr>
<td>D+</td>
<td>68-69%</td>
</tr>
<tr>
<td>D</td>
<td>62-67%</td>
</tr>
<tr>
<td>D-</td>
<td>60-61%</td>
</tr>
<tr>
<td>F</td>
<td>Below 60%</td>
</tr>
</tbody>
</table>

MAKE-UP POLICY:
Assignments, and the midterm exam must be completed when scheduled. Missing the midterm is excused and a make-up permitted, only in unavoidable emergency situations for which the student provides written documentation such as doctor's note, obituary notice, or court summons. Arrangements must be made with the instructor before the test or assignment due date or as soon as possible after the situation is discovered by the student. The make-up test may not be the same test as given to the rest of the class. The instructor may set a deadline by which the test or assignment make up must be completed.
DISABILITY POLICY
Every reasonable attempt will be made to remove any physical barrier that might hamper the ability of an individual to learn in this course. If you have a physical or learning limitation that would impact your attendance, preparation, participation, or timely completion of assignments, please discuss this limitation with the instructor promptly. The University and its faculty are committed to helping meet your individual needs and to supporting your efforts for a quality education.

ACADEMIC DISHONESTY:
The Academic Honesty Policy is strictly enforced! If you are caught cheating or plagiarizing another's work, you may receive a failing grade for the assignment and/or class and may be reported to Office of Judiciaries. Any violation of the policy will, for the first offense, result in a zero (0) on the current assignment and the lowering of the final letter grade one letter. For a subsequent offense, the violator will be assigned an F for the course and referred to the director of judiciaries as provided for in the Students Code of Conduct. In the event of the above all parties are considered to be in complicity. In all cases, if a student has violated the policy in any class taught by this instructor, a subsequent violation in any class taught by this instructor will be considered a subsequent offense even if both did not occur during the same class.

Definition of Academic Misconduct from the Office of University Judiciaries
"Academic misconduct is an A1 violation of the Ohio University Student Code of Conduct and is defined by the student code of conduct as dishonesty or deception in fulfilling academic requirements. It includes, but is not limited to cheating, plagiarism, un-permitted collaboration, forged attendance (when attendance is required), fabrication (e.g., use of invented information or falsification of research or other findings), using advantages not approved by the instructor (e.g., unauthorized review of a copy of an exam ahead of time), knowingly permitting another student to plagiarize or cheat from one's work, or submitting the same assignment in different courses without consent of the instructor."

Definition of Cheating from the Office of University Judiciaries
"Cheating is defined as any attempt by a student to answer questions on a test, quiz, or assignment by means other than his or her own knowledge.
Examples:
Using the textbook or other materials, such as a notebook, not authorized for use during an examination.
Observing the work of another student or allowing another student to plagiarize, copy, or observe your work.
Using unauthorized material during a test, notes, formula lists, notes written on clothing, etc.
Taking a quiz, exam, or similar evaluation in the place of another person.
Providing or requesting assistance from another person in a manner prohibited by the instructor.
Using a laboratory, computer, or calculator improperly or without authorization.
Changing material on a graded exam and then requesting a regrading of the exam.
Acquiring unauthorized knowledge of an examination or any part of an examination.
Submitting the same paper in two different courses without the knowledge and consent of instructors.
Signing in persons other than yourself for class attendance"
### CLASS SCHEDULE:

<table>
<thead>
<tr>
<th>Week</th>
<th>Read in Text</th>
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</thead>
<tbody>
<tr>
<td>1</td>
<td>Setting up your first html page. Hardware and software</td>
</tr>
</tbody>
</table>
| 2    | Basic HTML & CSS W3C Validators | Chapter 02 How to code, test, and validate a web page  
Chapter 03 How to use HTML to structure a web page |
| 3    | Page Layouts  
Who is W3C | Chapter 04 How to use CSS to format the elements of a web page  
Chapter 05 How to use the CSS box model for spacing, borders, and backgrounds  
Chapter 06 How to use CSS for page layout |
| 4    | Links and Lists  
The Domain Name System | Chapter 07 How to work with lists and links  
Chapter 08 How to use Responsive Web Design. |
| 5    | Graphics  
Copyrights | Chapter 09 How to work with images  
Chapter 10 How to work with tables |
| 6    | Tables and Forms | Chapter 11 How to work with forms |
| 7    | Multimedia | **Midterm Thur 06-Oct**  
Chapter 12 How to add audio and video to your web site |
| 8    | Advanced CSS  
Who is ICANN? | Chapter 13 How to work with fonts and printing  
Chapter 14 How to use CSS3 transitions, transforms, animations, and filters. |
| 9    | Javascript | Chapter 15 Javascript & jQuery |
| 10   | More Javascript & jQuery | |
| 11   | Final Project | |
| 12   | | |
| 13   | | |
| 14   | | |
| Finals Week | **Final Exam** | **Thur 08-Dec 11:00 AM - 1:00 PM** |

Course contents and syllabus are subject to change at the discretion of the instructor.

**COPYRIGHT**
The lectures, classroom activities, and all materials associated with this class and developed by the instructor are copyrighted in the name of Christine Wolfe on this date 04-Jan-2016.