

**Spring 2017**  
**INSC 301: Introduction to Web Technologies**  
**The School of Information Sciences**  
**The University of Tennessee**  
**Class Meetings: Pre-Recorded Video**

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### **COURSE DESCRIPTION**

Introduction to the Internet and World Wide Web technologies and practices. Topics include the history and development of the World Wide Web and the Internet; standards-compliant markup and tools for creation of markup (e.g., XHTML and style sheets); introductory webpage and website design.

### **STUDENT OUTCOMES:**

At the end of the semester, based upon your completion of the class readings, assignments, projects, and lectures, you will be able to:

- Create, identify, and critique standards-compliant markup that also supports accessibility, usability, and maintainability.
- Demonstrate fluency with tools required to create, validate, and test markup, including web browsers, text editors, web servers, validators, and file transfer facilities.
- Demonstrate the ability to design and code standards-compliant Web pages and assemble those pages into well organized, small-scale Web Sites

### **REQUIRED TEXTS:**

There are NO required textbooks for this course. There is a myriad amount of material available through Google Search and other online resources. It is expected that you will become VERY familiar with the W3 Schools website <http://www.w3schools.com/>

You may also wish to consult: <http://www.htmlgoodies.com/>

If you wish to purchase a book, there are as many books as there are websites. Search on Amazon (or any other book retailer) for HTML5 and CSS3. The O'Reilly Book (ISBN-10: 1491918667) and the "For Dummies" book (ISBN-10: 1118289382) are both popular, but if you're going to pay for and use it, you need to select one that appeals to your own unique learning style...

### **DUE DATES AND LATE ASSIGNMENTS**

Assignments should be submitted to the "assignments" area of Canvas and are due (officially) at 11:59 p.m. EST on the due date listed on the syllabus

As a general rule, I will not accept late assignments, however, I do understand that emergencies sometimes arise. In the event that an emergency will prevent you from submitting your assignment on time, please contact me ASAP to make arrangements for submitting your assignment late.

If we do not have an agreement setup in advanced for submitting your assignment late, I reserve the right to not accept the assignment or to reduce your grade on the assignment by one full grade.

### **ASSIGNING GRADES**

Please note that I do not assign letter grades for individual assignments. I will mark your work with my comments and provide a point score based on the possible points earned for that assignment. Your final grade will be based on total points earned over the course of the semester.

Please note that any questions concerning the grading scale or any specific grade you receive should be discussed first with this instructor. If you remain dissatisfied, then you may refer to your rights as listed in the Hilltopics Student Handbook (available at: <http://dos.utk.edu/hilltopics/index.php>).

After receiving your assignments, I make every effort to communicate your grade to you, with feedback when appropriate, by the end of the next week, though this is not a guarantee. Be aware it may take up to two or three weeks for grading to be completed. I only share marks with students once all of the grades have been assigned.

### **EVALUATION / FINAL GRADE SCALE**

A	94+
A-	88-93.75
B+	85-87.75
B	82-84.75
B-	78-81.75
C+	75-77.75
C	72-74.75
C-	68-71.75
D	58-67.75
F	57.75-

### **ASSIGNMENTS: DESCRIPTION**

This table provides a brief summary of assignment names, due dates, and grade distribution. A fuller description of each assignment follows the table.

<b>Assignment</b>	<b>Points</b>	<b>Due Date</b>
<b>Final Project</b>	<b>30 points</b>	<b>TBD</b>
<b>Weekly Assignments</b>	<b>60 points</b>	<b>Weekly</b>
<b>Class Participation &amp; Attendance</b>	<b>10 points</b>	<b>N/A</b>

## **Final Project**

All three goals of the class focus on the ability to create, analyze, and validate standards-compliant webpages, therefore 30 points of your grade will be based upon successful completion of a small scale web site which demonstrates your knowledge of the skills covered throughout the class. More details on this assignment will be provided toward the end of the semester. A due date will be decided on toward the middle of the semester.

## **Weekly Assignments**

Each week you will be given an assignment to demonstrate your understanding of the topic covered for that week. Each assignment will be worth 5 points. Since there are 14 assignments, there are a total of 70 points available. Only 60 of those points will count toward your grade. If you get full credit for the first 12, skip the last two... if you miss points or miss an assignment, use the extra two to make up for them.

## **Class Participation**

Throughout the semester topics will be posted to the discussion board on Canvas. Students are expected to participate in the discussions in a meaningful way. Additionally, viewing of all class sessions is required and will be tracked electronically.

## **COURSE EVALUATION**

You will be invited to evaluate the course at the end of the term. Please participate in this valuable process. I also invite your comments throughout the course and read all comments, suggestions, and recommendations.

## Class / University Policies

### **CLASS ATTENDANCE POLICY**

Throughout the semester topics will be posted to the discussion board on Canvas. Students are expected to participate in the discussions in a meaningful way. Additionally, viewing of all class sessions is required and will be tracked electronically.

**IMPORTANT:** To receive credit for viewing the class sessions, you **MUST** access the recordings through the links provided in Canvas. Accessing the videos directly from the office 365 video channel will **NOT** credit you with viewing them.

### **COMMUNICATION AND COMPUTING REQUIREMENTS**

To take this course, you must have access to a computer with high speed Internet access, and you must use a UTK email account. You may use your own personal computer, or you may use the computers available in the various campus libraries or computer labs. The course software works well on either a PC or a Mac, but some students have found it works better to use Firefox, Safari, or Chrome as your browser, rather than Internet Explorer.

**NOTE:** Completion of this course **WILL** require you to install plug-ins and/or additional software on the computer.

Starting in this spring 2017 semester, all Information Studies & Technology minor (INSC) courses will use the new learning management system Canvas, instead of Blackboard Learn, which is being discontinued after the spring 2017 semester. The Online@UT link currently goes to a page with login icons for both Canvas and Blackboard. For this course, you will use the Canvas login to access the course site for many activities, including accessing recorded class sessions, posting your responses to discussion topics, obtaining assignment instructions, and other activities. Online@UT is available at [online.utk.edu](http://online.utk.edu).

Since Spring 2016, UT has used a virtual meeting application called Zoom to deliver online class sessions at UT, instead of Blackboard Collaborate. Zoom is much more simple to use from a student point of view, and attending our classes is similar to clicking on a YouTube video to make it play. An embedded link to each recorded video will be made available through the course Canvas site. Each class session is broken into multiple audio recordings, illustrated by PowerPoint slides created using screen sharing.

Whether you are an experienced online student, or have never had an online class before, be assured that you will be able to easily access the class sessions, and any tech glitches that may pop up can be successfully solved. In general, to “attend” class sessions you can simply log into Canvas, click on the INSC 301 course site box in your Courses list, then click on the Modules link in the left side navigation bar. There will be a separate Module there for each class session. You will click on the links within the Module for the recording that you want to attend, and then click as usual on the video to play or pause the video as desired. **IMPORTANT: YOU MUST ACCESS THE SESSION RECORDINGS BY USING THE EMBEDDED VIDEO LINK ON THE CANVAS SITE “PAGES” IN ORDER TO GET CREDIT FOR ATTENDING THE SESSION.** Accessing the recording directly from the Office 365 Video Channel will prevent your attendance from being tracked, so be sure you follow these instructions to be sure you get credit for attending class. Prior to attending a session, the Powerpoint slides for each session will

be available for you to download or print out for taking notes. Feel free to explore the course Canvas site, to see what is available.

If you have any questions, concerns, or other topics you would like to discuss, you are welcome to contact me via phone or email to arrange a time to meet, either in-person (for Knoxville-area students) or via Zoom or the phone (for all students). I strive to accommodate all meeting requests in a timely fashion, with preference to meet within 24 to 72 hours after the initial meeting request is made.

Please be aware that I make every attempt to respond to email and phone messages within 48 hours after receipt of the message. In the event other activities prevent me from responding within 48 hours, such as travel, I will send a message to the class listserv informing you of the duration of my temporary unavailability. If you have an urgent problem, the best way to get in touch with me is via email; be emphatic in the subject line of any critical or emergency message that you need a response ASAP.

## **INCLEMENT WEATHER**

*“The chancellor (or appointed representative) may officially close or suspend selected activities of the university because of extreme weather conditions. When a decision to close is made, information is distributed to the campus community, shared with local media, and posted on the front page at <http://utk.edu>. (Hilltopics, p. 55)( <http://hilltopics.utk.edu/files/Hilltopics%202015-16.pdf> ).* SIS will cancel classes when UT is closed. Please check the SIS student listserv ([UTKSIS-L@LISTSERV.UTK.EDU](mailto:UTKSIS-L@LISTSERV.UTK.EDU)) for messages about closing.

## **DISABILITIES THAT CONSTRAIN LEARNING**

Any student who feels he or she may need an accommodation based on the impact of a disability should contact the Office of Disability Services (ODS) at 865-974-6087 in 100 Dunford Hall to document their eligibility for services. ODS will work with students and faculty to coordinate reasonable accommodations for students with documented disabilities.

## **CIVILITY**

Civility is genuine respect and regard for others: politeness, consideration, tact, good manners, graciousness, cordiality, affability, amiability and courteousness. Civility enhances academic freedom and integrity, and is a prerequisite to the free exchange of ideas and knowledge in the learning community. Our community consists of students, faculty, staff, alumni, and campus visitors. Community members affect each other’s well-being and have a shared interest in creating and sustaining an environment where all community members and their points of view are valued and respected. Affirming the value of each member of the university community, the campus asks that all its members adhere to the principles of civility and community adopted by the campus: <http://civility.utk.edu/>.

## **CCI DIVERSITY STATEMENT**

The College of Communication and Information recognizes and values diversity. Exposing students to diverse people, ideas, and cultures increases opportunities for intellectual inquiry, encourages critical thinking, and enhances communication and information competence. When all viewpoints are heard,

thoughtfully considered, and respectfully responded to, everyone benefits. Diversity and fairness unite us with the wider professional and global community.

## **ACADEMIC INTEGRITY**

The University of Tennessee operates with a strict student code of honor regarding academic integrity. All work submitted by a student must be that student's work. When you write for this class or when you find information through a search, remember that any sources you use must be credited and that materials from the Internet must be cited too. Use any standard style manual for citing sources as long as you are consistent in formatting the citations, although the preferred style for our college is APA (American Psychological Association) style. If you use someone's words or ideas without attribution - that's plagiarism. Remember, cheating and plagiarism are violations of scholarly and professional ethics and University policy; don't do it! It is never worth the risk; better to turn in C or D quality work that is your own, rather than to plagiarize. If you cheat or plagiarize, you will fail the assignment and will actually increase your workload because of remedial assignments that you will then have to do. A second incident of plagiarism will bring further penalties in accordance with University regulations, which may include failing the course or higher level academic sanctions. Further information is available in Hilltopics, the UTK student handbook. Note that the instructor reserves the right to use plagiarism detection software.

## **PLAGIARISM**

Plagiarism in any of its several forms is intolerable, and attention to matters of documentation in all written work is expected and required. Inadvertence, alleged lack of understanding, or avowed ignorance of the various types of plagiarism are not acceptable excuses.

### ***Specific examples of plagiarism are:***

1. Copying without proper documentation (quotation marks and a citation) written or spoken words, phrases, or sentences from any source;
2. Summarizing without proper documentation (usually a citation) ideas from another source (unless such information is recognized as common knowledge);
3. Borrowing facts, statistics, graphs, pictorial representations, or phrases without acknowledging the source (unless such information is recognized as common knowledge);
4. Collaborating on a graded assignment without the instructor's approval;
5. Submitting work, either in whole or in part, created by a professional service and used without attribution (e.g., paper, speech, bibliography, or photograph).

Students who may be unsure of the nature of plagiarism should consult the instructor or a guide for writing research reports. (Additional resources are available at <http://www.lib.utk.edu/instruction/plagiarism>.)

Infractions of academic integrity are penalized according to the severity of the infraction but **may include a course grade of "F."**

## **INCOMPLETES**

Based on adopted University of Tennessee-Knoxville and SIS policy, a grade of *I* (Incomplete) is reserved for emergencies that prevent the student from completing the course on time. Incompletes are granted

only under "the most unusual of circumstances" and solely at the discretion of the instructor. Plan your semester's course of study carefully to insure sufficient time to complete the required work.

For students who simply "disappear" without contacting the instructor and without completing the required form, an "F" is submitted.

## **DISCLAIMER**

Please be aware revisions may be made to this syllabus over the course of the semester, and as such, the content contained within may be subject to change.