General Course Information

Professor: Vernessa Williams
Office Location: W141
Office Hours: 8:30 am – 2:00 pm M-W
Office Phone: 214-860-8687
E-mail: vwilliams@dcccd.edu
Course Web Site: http://ecampus.dcccd.edu

Prerequisite Courses:

Purchase: Travel Drive (Flash Drive)

TEXTBOOK PURCHASE OPTIONS:
Amazon: New and Used: $49.00 to $80.00

eTextbook: 6 months $41.99

half: $46.00
http://product.half.ebay.com/Microsoft-Expression-Web_W0QQtgZinfoQQprZ57055181
Cengage (course.com) $69.99

Course Objectives

This course offers a hands-on approach to learning various browsers and learning skills necessary to plan, create, publish and maintain a web site. Students will use professional web design software to create modern, standards-based sites. Topics include HTML, hyperlinks, graphics, and best practices in web page and site design. No prior knowledge of web design is assumed. Prerequisite: Keyboarding and a basic knowledge of word processing software is recommended or instructor consent.
Web Sites

Supplementary information for the course is available from the publisher at http://www.course.com. There will also be additional information available at http://ecampus.dcccd.edu. This Web Site will contain class notes, class announcements, exam summaries, the course syllabus, test dates, and additional links. Answers to the end of chapter review questions and student assignment files also can be obtained from the Web Site.

E-Mail

All students are requested to obtain an e-mail account. If you have any question about the course or need assistance, please contact me at vwilliams@dcccd.edu or by telephone during office hours. Also, you may submit the end of chapter case project assignments by ECAMPUS ASSIGNMENT SUBMISSION LINK on the due date with a date stamp of 5:00 PM on the due date. ECAMPUS submissions should be as an attachment in Microsoft Word format.

Major Course Goals and Topics

| 1. Microsoft Expression Web Elements and Panes |
| 2. Creating a Web Site and Setting CSS Options |
| 3. Adding Internal and External Links and Page Insertion |
| 4. Structuring and Styling Dynamic Web Pages |
| 5. Working With Web Graphics and Thumbnail Pictures |
| 6. Enhancing Design With CSS Styling Including Footers, Headers, Color Swatch, and Background Images |
| 7. Designing Site Navigation, Including Custom Bars and Buttons |
| 8. Testing and Publishing Web Sites |
| 9. Working with Tables |

Grades will be based on an average of the above as follows:

| Each unit is worth 5.0 pts (Additional Assignments will also be worth 5.0) |
|---|---|
| 94-100 A | 73-75 C |
| 89-93 A- | 69-72 C- |
| 86-88 B+ | 66-68 D+ |
| 83-85 B | 63-65 D |
| 79-82 B- | 59-62 D- |
| 76-78 C+ | 0-58 F |
Projects and papers will be graded for correctness and completeness. All assignments turned via ecampus assignment link. Students failing to present the information completely, neatly, and in the prescribed format will receive minimal credit for their work. Students should double-check assignments for spelling and grammar before submitting them.

**Netiquette**

It is paramount that we respect each other online in our email listserv. Follow this simple rule: disagree with the idea, but not the person. In other words, it's OK to say "That's a bad idea, because ...", and it's not OK to say "You're a bad/stupid/inconsiderate person, because ...". If you have an issue with a classmate's behavior online, please bring it to me privately by emailing me at scott at granneman dot com. If you'd like to find out more, please feel free to read *The Core Rules of Netiquette*, by Virginia Shea.

**Course Schedule (Semester)**

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<td>Unit G</td>
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**Institutional Policies:**

**Withdrawal Policy (with drop date):**

If you are unable to complete this course, it is your responsibility to withdraw formally. The withdrawal request must be received in the Registrar’s Office by June 26, 2013. Failure to do so will result in your receiving a performance grade, usually an "F."

If you drop a class or withdraw from the college before the official drop/withdrawal deadline, you will receive a "W" (Withdraw) in each class dropped.

**Repeating This Course:**

Effective for Fall Semester 2005, the Dallas County Community Colleges will charge additional tuition to students registering the third or subsequent time for a course. This class may be repeated for the third or subsequent time without paying the additional tuition. Third attempts include courses taken at any of the Dallas County Community Colleges since the Fall 2002 semester. More information is available at: [https://www1.dcccd.edu/cat0506/ss/oep/third_attempt.cfm](https://www1.dcccd.edu/cat0506/ss/oep/third_attempt.cfm).
Financial Aid:

If you are receiving financial aid grants or loans, you must begin attendance in all classes. Do not drop or stop attending any class without consulting the Financial Aid Office. Changes in your enrollment level and failing grades may require that you repay financial aid funds.

The Texas Success Initiative (TSI):

The Texas Success Initiative (TSI) is a statewide program designed to ensure that students enrolled in Texas public colleges and universities have the basic academic skills needed to be successful in college-level course work. The TSI requires assessment, remediation (if necessary), and advising of students who attend a public college or university in the state of Texas. The program assesses a student's basic academic skills in reading, writing, and math. Passing the assessment is a prerequisite for enrollment in many college level classes. Students who do not meet assessment standards may complete prerequisite requirements by taking developmental courses in the deficient area and passing them with a grade of C or higher. Additional information is available at https://www1.dcccd.edu/cat0506/admiss/tsi_requirements.cfm

Academic Honesty:

Academic honesty is expected, and integrity is valued in the Dallas County Community Colleges. Scholastic dishonesty is a violation of the Code of Student Conduct. Scholastic dishonesty includes, but is not limited to, cheating on a test, plagiarism, and collusion.

As a college student, you are considered a responsible adult. Your enrollment indicates acceptance of the DCCCD Code of Student Conduct published in the DCCC Catalog. More information is available at https://www1.dcccd.edu/cat0406/ss/code.cfm.

ADA Statement:

If you are a student with a disability and/or special needs who requires accommodations, please contact the college Disability Services Office.

Religious Holidays:

Absences for observance of a religious holy day are excused. A student whose absence is excused to observe a religious holy day is allowed to take a make-up examination or complete an assignment within a reasonable time after the absence.

Disclaimer Reserving Right to Change Syllabus:

The instructor reserves the right to amend this syllabus as necessary.

Inclement Weather Statement:

In the event there is inclement weather that affects regular scheduled classes and events on the Mountain View campus, the Dallas County Community College District and Mountain View College web pages will display a notification of any closings or delays. If there is no notice of changes or delays, then classes are in session as usual. You also may refer to announcements on major television and radio stations in the event that the DCCCD or Mountain View College Internet sites cannot be accessed.
Learning Activities:

Various online learning activities will be used to accomplish the course objectives. Computer online readings are used to introduce materials, methods, and concepts. Attend class at Mountain View College online via computer.

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SIX DROP ISSUE
SYLLABUS STATEMENT

STOP BEFORE YOU DROP

For students who enrolled in college level courses for the first time in the fall of 2007, Texas Education Code 51.907 limits the number of courses a student may drop. You may drop no more than 6 courses during your entire undergraduate career unless the drop qualifies as an exception. Your campus counseling/advising center will give you more information on the allowable exceptions. Remember that once you have accumulated 6 non-exempt drops, you cannot drop any other courses with a “W”. Therefore, please exercise caution when dropping courses in any Texas public institution of higher learning, including all seven of the Dallas County Community Colleges. For more information, you may access:
https://www1.dcccd.edu/coursedrops

Holidays: 07/04