

# COMM 381 – SPRING '17 Multimedia production

*Benedictine University, Lisle, IL.*

*“Do your best every day, to the best of your ability.”*

## CLASS OBJECTIVES:

1.) The purpose of COMM 381 is to help students become comfortable creating web pages with HTML and CSS (Cascading Style Sheets.) These two languages are the foundation of every web page built. Simply put - if you want to design web pages, you have to know HTML and CSS.

2.) We will create the pages by writing code, not using web design software like Dreamweaver (though we will use the program later in class.) Software, like Dreamweaver, comes and goes, but the basic HTML tags rarely change.

3.) By the end of this semester, you will have created three, separate web projects. The goal is for you to have a portfolio-worthy web site; something you could show to potential employers.

4.) Your last two projects will be sites built for a client (you can use the same one for Project II and III.) Working with someone to create a web site will give you “real world” experience, which employers are looking for.

## INSTRUCTOR INFORMATION:

**Instructor:** Chris Birks (pronounced: Burks)

**Office:** Kindlon 222

**Email:** cbirks@ben.edu

**Twitter:** @birksland (**MUST FOLLOW!!!!**)

**Class web site:** [www.classes.birksland.com](http://www.classes.birksland.com)

**Office hours:** Tues and Thurs: 1:30 - 3pm

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## REQUIRED MATERIAL:



### **HTML & CSS**

by Jon Duckett  
Wiley Publishing  
\$30

ISBN: 978-1-118-00818-8

## ANXIOUS? DEPRESSED?

Benedictine Counseling Center  
Krasa Student Center, Room 112.

To schedule an appointment, walk in  
or call (630) 829-1800

Office hours are Monday-Friday, 9:00 a.m.-5:00

They can help with any sort of mental difficulties

**All counseling sessions are free  
and 100% confidential**



## UNIVERSITY POLICIES:

1. The search for truth and the dissemination of knowledge are the central missions of a university. Benedictine University pursues these missions in an environment guided by our Roman Catholic tradition and our Benedictine heritage. Integrity and honesty are therefore expected of all members of the University community, including students, faculty members, administration, and staff.

Actions such as cheating, plagiarism, collusion, fabrication, forgery, falsification, destruction, multiple submission, solicitation, and misrepresentation, are violations of these expectations and constitute unacceptable behavior in the University community.

**The penalties for such actions can range from a private verbal warning, all the way to expulsion from the University. Students suspected of cheating and/or plagiarizing will receive a zero for that assignment and possible failure of the class.**

The University's Academic Honesty Policy is available at <http://www.ben.edu/AHP> and students are expected to read it.

2. A student whose religious obligation conflicts with a course requirement may request an academic accommodation from the instructor. Students must make such requests in writing by the end of the first week of the class.

3. If you have a documented learning, psychological or physical disability, you may be eligible for reasonable academic accommodations or services. To request accommodations or services, please call extension 6512. All students are expected to fulfill essential course requirements. The University will not waive any essential skill or requirement of a course or degree program.

## PROJECTS:

- **Project I:** A basic home page with text, hyperlinks (HTML) and photos. 100 points
- **Project II:** First client web site. Pages to include everything from Project I plus CSS, tables and forms. 125 points
- **Project III:** Second client web site. Pages to include everything from Project I and II plus JavaScript, audio and/or video. Pages must be uploaded to class website. 50 points

- **Online quiz:** Students will watch a lecture and/or video on D2L and take a quiz on the material. 15 pts

\*\* Students will give a 5 minute presentation of their Projects I, II and III to the class; the presentation will be part of the grade. This is a chance to share what you learned with the class.

*A grading sheet (rubric) will be provided before the projects are due so you will know what the expectations are for each one.*

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## GRADES:

- |                           |                       |
|---------------------------|-----------------------|
| • Project I - 100 points  | A = 270 to 300 points |
| • Project II - 125 points | B = 240 to 269 points |
| • Project III - 50 points | C = 210 to 239 points |
| • Online quiz - 15 points | D = 180 to 209 points |
| • Attendance - 10 points  | F = 179 and below     |

Total - 300 points

**(There is no "rounding up" of grades)**


## ATTENDANCE POLICY:

- Two or less classes missed - 10 points
- Three classes missed - 5 points
- Four to seven classes missed - 0 points
- Eight or more classes missed - F for the course (drop the class if you find yourself in this situation.)

*I do not differentiate between excused and inexcused absences. **Save your two "free" days for when you really need them.***

*There will be an attendance sheet for you to sign every day. The sheet is the arbiter on missed classes, so don't forget to sign in.*

## CLASS POLICIES:

- All assignments must be turned in on the day they are due and at the beginning of class. **Late work will not be accepted and there are no extra credit assignments.** Assignments not turned in when they are due may result in a score of zero points for that assignment.
- Turn OFF all cell phones, beepers, .mp3 players, etc. If you are waiting for an emergency phone call, see me before class. **Do not check messages during class time**, but before class is fine. 
- Please do not bring laptops/netbooks into class. Do not surf the Internet during class time. If you need to take notes on a computer, please clear it with me first.
- Respect your fellow students and teacher. Disruptions (such as talking with friends during class, doing homework during class, reading newspapers during class, etc.) will not be tolerated.
- Do not be tardy to class. If you cannot make the start of class regularly, see me. There will be an attendance sheet for you to sign. Remember to sign in each class period.
- **Do not use pre-designed web page templates to build your pages.**
- **You are responsible for the material if you miss a class;** either get the notes from a fellow student or see me during office hours. Do not email me something like: “Did I miss anything important?”
- Your campus email address will be the official way I contact you with course and/or academic performance information. Check your email often. **“I didn’t get your email,” is not an excuse for missed work and/or information.**
- You must follow me on Twitter: **@birksland** Check D2L, the Twitter feed and the class website often. Your grades will be posted on D2L.
- You must attend the final on the date the university assigns; **do not plan on leaving early finals week.**

## NEW POLICIES:

1. I am committed to giving regular and timely feedback to my students in order to aid their progress. Normally, assignments are graded in a few weeks. Feedback for those assignments may include in-person meetings and/or recorded examples. **I will post your grades on D2L and then send out a tweet when I do; follow me on Twitter - @birksland.** You are expected to take an active role in your own progress and staying current on your grade is your responsibility.

*Note: students may not invoke failure to meet the above schedule for grading and providing feedback as the basis for a grade appeal.*

2. The university may feel student evaluation of courses are essential to creating a stronger institution. **All students may be required to fill out their IDEA forms for each of their classes. Failure to do so might result in the student not being able to access their final grade.**

*Since this is a computer lab, there will be time set aside at the end of the semester for students to complete their IDEA forms in class (I will have to leave the room, or course).*

# CLASS SCHEDULE - COMM 381

## Week 1

Jan. 17: Introduction / computer basics  
Jan. 19: Internet 101

## Week 2

Jan. 24: Creating a web page  
Jan. 26: Working with text

## Week 3

Jan 31: Formatting text  
Feb. 2: Hyperlinks

## Week 4

Feb. 7: Working with images  
Feb. 9: PhotoShop

## Week 5

Feb. 14: **Project I due** / Class presentations  
Feb. 16: Forms

## Week 6

Feb. 21: Tables  
Feb. 23: Tables and Lists

## Week 7 - Online Quiz

Feb 28: Conferences  
March 2: Conferences

## Week 8

March 7: Intro to CSS  
March 9: CSS with text

## Week 9

March 14: CSS with elements  
March 16: CSS with elements

## Week ☼ - Spring Break

## Week 10

March 28: CSS with layouts  
March 30: CSS with layouts

## Week 11

April 4: CSS extra  
April 6: CSS extra

## Week 12

April 11: Favicons and Misc elements  
April 13: **Project II due** / Class presentations

## Week 13

April 18: FTP / Uploading  
April 20: JavaScript

## Week 14

April 25: JavaScript  
April 27: JavaScript

## Week 15

May 2: Career day  
May 4: Work day

## Week 16 - Finals week: Project III due

*Schedule subject to change, please  
check class web site for updates*



- Project I - 100 points
- Project II - 125 points
- Project III - 50 points
- Online quiz - 15 points
- Attendance - 10 points

Total - 300 points