



ITNW 1337 – Introduction to the Internet

Course Syllabus: Spring 2018

“Northeast Texas Community College exists to provide responsible, exemplary learning opportunities.”

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PLEASE USE BLACKBOARD MAIL FOR CLASS CORRESPONDENCE

Office Hours	Monday	Tuesday	Wednesday	Thursday	Friday	Online
	8-6	8-6	8-6	8-6	8-12	Upon Request
The best way to communicate with me is via Bb email. You should hear back from me within 24 hours, excluding weekends/holidays. In addition, I am very welcome to set up a specific time I can “meet” with you via phone, chat, video conference (such as Skype [user id: kevinprose]) or BlackBoard Collaborate.						

The information contained in this syllabus is subject to change without notice. Students are expected to be aware of any additional course policies presented by the instructor during the course.

Catalog Course Description:

Introduction to the Internet with emphasis on using the World Wide Web to locate, transfer, and publish information. This course will survey emerging technologies on the Internet.

Prerequisites:

No formal course requirements, but students should understand how to access the Internet via a web browser. No additional Internet technology knowledge requirements.

Required Textbook(s):

None

Recommended Reading(s):

Weekly reading assignments will be made as part of the weekly notes. These “readings” will be from the Internet, and may be text, video, or audio in nature.

Resources:

Computers and computer labs assistants are available in the Learning Commons. Assignments will be submitted in electronic form through BlackBoard; therefore minimal printing will be required.

Your instructor can be your greatest resource. Your instructor is here to assist you in learning the material and helping you earn the grade you wish to earn in the course. This is a commitment by your instructor. Please utilize this resource by contacting him with any matter you feel he can assist you with, both within this class or your college success in general. It is your responsibility to learn the material, but this can often be best accomplished by initiating contact with the instructor on topics you need clarification or further assistance. Please do this!

Student Learning Outcomes:

1. Students will demonstrate an understanding of what the Internet is, and its history.
2. Students will demonstrate an understanding of web browsers and security factors associated with browsing the Internet.
3. Students will demonstrate the ability to utilize Web 2.0 technologies.
4. Students will demonstrate an understanding of social networking technology and how it applies to daily life.
5. Students will demonstrate an understanding of cloud computing.

Exemplary Educational Objectives:

N/A

SCANS Skills:

This course addresses the Secretaries Commission on Achieving Necessary Skills (SCANS). By successfully demonstrating mastery of the Student Learning Outcomes listed above, the student will have addressed the following SCANS competencies:

C1, C5, C6, C7, C8, C12, C13, C14, C15, C18, C19, C20
 F1, F2, F3, F5, F7, F8, F9, F10, F11, F12, F13, F15, F16, F17

*For a complete list of SCANS competencies and descriptions, please see the following web site:
<http://wdr.doleta.gov/SCANS/whatwork/whatwork.pdf>*

Lectures & Discussions:

Due Date	Week	Topic	Discussion Post
Jan 25	Week 1 (Jan 16-22)	Introduction to course	Student Bio
Jan 29	Week 2 (Jan 22-29)	What is the Internet?	Sliced Bread?
Feb 5	Week 3 (Jan 29- Feb 5)	Web 2.0 Concepts	Internet Revolution
Feb 12	Week 4 (Feb 5-12)	Staying Safe Online	World is Flat
Feb 19	Week 5 (Feb 12-19)	Internet Searching	Ethics
Feb 26	Week 6 (Feb 19-26)	Syndicating Content -- RSS	Internet & Human Memory
Mar 5	Week 7 (Feb 26-Mar 5)		
Mar 9	Mar 5-9 (Note March 9 is on Friday)	Mid-Term Exam (Proctored Environment – i.e. Testing Center)	
	Week 8 (Mar 12-16)	SPRING BREAK	
Mar 26	Week 9 (Mar 19-26)	Screenshots	Digital Divide
Apr 2	Week 10 (Mar 26-Apr 2)	Publishing Online -- Blogs/Wikis	Information Overload
Apr 9	Week 11 (Apr 2-9)		
Apr 16	Week 12 (Apr 9-16)	Connecting People -- Facebook/LinkedIn	Social Network (Pros/Cons)
Apr 23	Week 13 (Apr 16-23)	Connecting People -- Twitter	Social Net Aid

Apr 30	Week 14 (Apr 23-30)	Linking Data	Internet & Business
May 7	Week 15 (Apr 30-May 7)	Course Summary	

Evaluation/Grading Policy:

Grades of A, B, C, D, and F will be determined by the student's achievement of a certain percentage of possible points based on the below listed categories.

<u>Assignments</u>	<u>Percentage</u>
Weekly discussion questions (BlackBoard discussion board)	20%
Course projects/homework (announced throughout the semester)	60%
Mid-Term Exam	15%
Course Summary (due the week of final exams)	5%

The letter grade is based on the following Grading Scale:

89.5%-100%	= A
79.5%-89.4%	= B
69.5%-79.4%	= C
59.5%-69.4%	= D
0-59.4%	= F

Tests/Exams:

Mid-Term Exam: March 5-9, 2018 (Monday – Friday)

This course consists of one exam, a mid-term, and a final course summary paper (see below). The mid-term will consist of information from the start of the semester, up to the time of the exam. You will be given one week to take the exam. **If you have a conflict with the exam dates, you must contact the instructor prior to the exam week to attempt to resolve the conflict in a mutually agreeable manner.**

The exams will be offered through the BlackBoard system, and **must be taken in a proctored environment** (i.e. the proctor will have a password to let you into the exam). If you are a student who is local to one of the Northeast Texas Community College campuses, the exams may be taken at the NTCC Testing Center (located in the Business Technology-BT Building on the main campus). **If you are not local to the NTCC main campus**, please contact your instructor to make arrangements to have the exam proctored at a site near you.

The exams may consist of a variety of question types, including, but not limited to multiple-choice, fill-in-the-blank, matching, and essay. The exams will be graded, and your grade will be posted to the BlackBoard grade book after the exam period has ended.

NTCC Testing Center (Student Services Building)

903-434-8273 -or- 903-434-8217

Testing Center Hours

Monday & Thursday: 8:00 a.m. to 8:00 p.m.*

Tuesday & Wednesday: 8:00 a.m. to 6:00 p.m.

Friday: 8:00 a.m. to 12:00 noon

Closed on Saturdays & Sundays

Assignments:

This course will constitute a survey of current Internet technologies. The student will be required to investigate the tools, programs, technologies, etc. which are presented throughout the semester. Each student will be required to demonstrate a thorough understanding of each concept. This will be accomplished through a variety of means. This will include, but not be limited to actual implementation of a tool (i.e. creating a blog) to reflection papers responding to reading topic or assignment.

HOMEWORK ASSIGNMENTS:

Each assignment deadline and its deliverables will be presented at the time the assignment is made.

Furthermore, due to the course design and its intent to cover emerging technologies, the course design itself will be a highly fluid process. The instructor reserves the right to modify the topics to be covered in order to best prepare the student with a broad overview of emerging Internet technologies.

The instructor will deliver the course in a manner consistent with life-long learning and rapid information acquisition requirements necessary to be successful in today's marketplace. As in today's business climate, the student must constantly stay aware of the environment. **In simple terms** -- What this means is stay "plugged" into the course. *The student should log into BlackBoard (or stay aware of other content delivery methods -- which will be discussed throughout the semester) on a very regular basis.*

Course assignments will be made throughout the semester, and adequate time will be allowed for each assignment. The course will not be a "linear" delivery method where the student will start and complete one assignment or task before they start another. For example, one assignment will be for a student to develop a blog (you will learn what this is if you don't already know it). The student will then blog throughout the semester, even as new technologies are presented.

In summary, it is anticipated this course will be very exciting for both the students and the instructor. The course is designed to help students learn new and emerging technologies that will be both fun, as well as useful in understanding how the Internet can be used.

It is understood this is an introductory course in the use of these technologies. It is not anticipated the student understands any of the technologies prior to entering the course, and the content will be delivered in a manner consistent with this baseline.

BLACKBOARD DISCUSSION POSTING:

One topic per week will be posted by the instructor on the BlackBoard discussion board. The instructor will post discussion prompts on Monday. Postings will be graded for content. **The student must post an initial “core” posting by Thursday of the week. The student must then post a follow up response to another posting by the immediately following Monday.** Therefore all discussions will consist of one week of discussions with each student posting AT LEAST one primary posting **and** one response posting for **a total AT LEAST two postings per week.**

HOMEWORK ASSIGNMENT SUBMISSION:

Throughout the semester the student will be asked to write answer questions or summarize their experiences on a specific assignment. These will often require the student to read or research a topic on the Internet and respond in writing to what he or she had done. The instructor will note in the assignment the topic to be discussed. The following guidelines should be followed.

1. One page in length
2. 400-600 words
3. Double spaced
4. Size 12 font
5. Include title and name
6. Submitted in Adobe PDF format
 - a. What is PDF -- http://www.webopedia.com/DidYouKnow/Computer_Science/2005/pdf.asp
<http://en.wikipedia.org/wiki/PDF>
7. Submit files via the BlackBoard Assignment dropbox

COURSE SUMMARY DOCUMENT/ASSIGNMENT:

The business world often requires succinct, yet informative summaries to be made on certain topics. This course is no different. You will be asked to document your experience throughout the semester. Some of the content might include what you liked about the course, the particular projects you appreciated, how you might use them in the future, what you did not like (yes, it is OK not to like something – your instructor feels the same way on some topics!). This will help remind you of many of the details you learned and bring a bit of conclusion to the semester. The length requirements for the Course Summary are the same as each of the reflection papers.

Student Responsibilities/Expectations:

Online Access: Students must login to the class during the first week of the semester and post to the discussion board through BlackBoard (see first assignment). Submission of assigned work will count as communication.

Class Attendance: Participation on the class website will constitute “attendance.” Withdrawal requests **MUST BE** initiated by the student. The last day for a student to drop a course with a grade of "W" is **Thursday, April 12, 2018**. Requests for withdrawal become official and effective the

date they are received in the records office. Students who stop coming to class (that is, stop participating on the class website) but fail to drop the course will earn an “F” for the course.

Late Work: To be considered “on time,” **all work must be submitted the day it is due.** This means before midnight. The assignment dropbox will be set up to allow for late submissions up to one week following due date. Assignments can be submitted for a 10% deduction during that time period. After that time, the system will remove the assignment dropbox from the student’s view, and subsequently, no assignment may be submitted. If there are extenuating circumstances, please contact your instructor.

No late discussion postings will be accepted. Homework assignments can always be submitted early. Please recognize part of Internet technology is the age old adage of “not if the technology is going to fail, but when!”; therefore, don’t wait until the last minute to complete and submit your work!

NTCC Academic Honesty Statement:

Students are expected to complete course work in an honest manner, using their intellects and resources designated as allowable by the course instructor. Students are responsible for addressing questions about allowable resources with the course instructor. NTCC upholds the highest standards of academic integrity. This course will follow the NTCC Academic Honesty policy stated in the Student Handbook.

Academic Ethics

The college expects all students to engage in academic pursuits in a manner that is beyond reproach. Students are expected to maintain complete honesty and integrity in their academic pursuit. Academic dishonesty such as cheating, plagiarism, and collusion is unacceptable and may result in disciplinary action. Refer to the student handbook for more information on this subject.

ADA Statement:

It is the policy of NTCC to provide reasonable accommodations for qualified individuals who are students with disabilities. This College will adhere to all applicable federal, state, and local laws, regulations, and guidelines with respect to providing reasonable accommodations as required to afford equal educational opportunity. It is the student’s responsibility to arrange an appointment with a College counselor to obtain a Request for Accommodations form. For more information, please refer to the NTCC Catalog or Student Handbook.

Family Educational Rights And Privacy Act (FERPA):

The Family Educational Rights and Privacy Act (FERPA) is a federal law that protects the privacy of student education records. The law applies to all schools that receive funds under an applicable program of the U.S. Department of Education. FERPA gives parents certain rights with respect to their children’s educational records. These rights transfer to the student when he or she attends a school beyond the high school level. Students to whom the rights have transferred are considered “eligible students.” In essence, a parent has no legal right to obtain information concerning the child’s college records without the written consent of the student. In compliance with FERPA, information classified as “directory information” may be released to the general public without the written consent of the student unless the student makes a request in writing. Directory information is defined as: the student’s name, permanent address and/or local address, telephone listing, dates of attendance, most recent previous education institution attended, other information including major, field of study, degrees, awards received, and participation in officially recognized activities/sports.