ITNW 1337 – Introduction to the Internet
Course Syllabus: May Minimester 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 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; Reading assignments will also be made from the Internet and other external sources

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 (Library computer lab) on the NTCC main campus. 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 with 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.

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:

Start Date	Due Date	Topic
May 15	May 22	Introduction to course
May 15	May 22	What is the Internet?
May 15	May 22	Staying Safe Online
May 15	May 22	Syndicating Content -- RSS
May 22	May 29	Mid-Term Exam
May 22	May 29	Internet Searching
May 22	May 29	Screenshots
May 22	May 29	Publishing Online -- Blogs/Wikis
May 22	May 29	Connecting People -- Facebook/LinkedIn/Twitter
May 29	Jun 1	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.

Assignments	Percentage
Discussion questions (BlackBoard discussion board)	20%
Course projects/homework (announced throughout the semester)	60%
Mid-Term Exam	15%
Course Summary	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: May 22-29, 2018

This course consists of one exam, a mid-term. 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 <u>must</u> 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 through a lockdown browser. You may use class notes and textbook, but cannot access additional websites.

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

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, and due dates may be found on the course calendar.

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 **daily 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:

Topics will be posted by the instructor on the BlackBoard discussion board. There will be three postings for the first half of the course and three postings for the second half of the course. Postings will be made on Tuesday with the due date for all three questions being at midnight on the Tuesday of the following week. Postings will be graded for content. **The student must post an initial "core" posting. The student must then post a follow up response to another student's posting**. Therefore all questions will consist of discussions with each student posting AT LEAST one primary posting **and** one response posting for **a total of AT LEAST two postings PER discussion question**. Postings should be at least 50 words.

HOMEWORK ASSIGNMENT SUBMISSION:

Throughout the semester the student will be asked to write answer to 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. In general, when writing responses, 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 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 <u>MUST BE</u> initiated by the student. The last day for a student to drop a course with a grade of "W" is **May 25, 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 the due date (all work being submitted prior to the last day of class). Assignments will be assessed a 10% deduction during the late period. After that time, 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.