



# DIAL Virtual School Web Design

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## Introduction

- Our overall goal is for everyone to learn about web design
- The specific outcomes during this course include:
  - Learn about characteristics of a good website and design elements
  - Examine HTML code and its use
  - Design and publish web pages that include text, multimedia, hyperlinks and tables using Wix and Word press
  - Prepare digital images for use on web pages.
- Because this course is on-line, it is important for you to ask questions right away when you have them. If your question has to do with your grade or your progress in the course, you should email or call me. If your question is about how to do an assignment, please ask the entire class by using the question thread of the discussion board. Please post any comments or ideas that you have about the questions on the discussion board that might be helpful. There are usually many ways to do something in a software program. So, you can post additional answers to questions at any time.
- In this on-line web design course, we will learn by doing. I will post our assignments and projects in the Assignments Section of Blackboard. We will use the Blackboard email and discussion boards to ask and answer questions and to hold discussions.
- It is important for you to do your own work on the assignments, projects, and quizzes. It is also important for you and the other students at your site to be able to figure things out together and to learn from and with each other. If you are not sure about how to do something, ask your neighbors. If they are not sure either, post a question to the discussion board. You can also email your classmates or me for additional help. Please do not let anyone do your assignments for you. If someone is helping you, have them tell you how to do what you need to, but use the keyboard and mouse yourself to do the work.

- You can contact me at the email address above or by using Blackboard email or my Mitchell Tech e-mail---deb.giblin@mitchelltech.edu. I read my email several times daily and will usually reply to your email within 24 hours. If I am going to be away from my email, I will let you know by email or by posting a message in blackboard.
- I am busy teaching online classes for MTI and for DIAL so my schedule varies every day. Please set up an appointment with me if you need to have a conference call with me. I am more than happy to call and walk any of my students through a problem but, these kinds of things need to be scheduled.
- I am interested in hearing your comments and questions and in helping you to learn the course material. If you feel frustrated with the course, or just need to ask a few questions, please email me or ask your facilitator to help you contact me so that your questions are answered, and you can move forward.
- Assignments for this course are due at 11:55PM on Thursday nights.

### **Course Description**

- Basic and intermediate techniques for creating documents for the World Wide Web will be taught. Emphasis will be placed on principles of design, web safe colors, browser compatibility learning basic HTML and Wix and WordPress. As we learn to design web pages with text, images, and sound, we'll cover the following topics:
- To take this class, you must be able to do the following:
  - Read and send email with attachments.
  - Use the Internet to access web sites and search for topics.
  - Organize files in nested folders on a computer or computer network.
  - Read and follow written directions.
  - Write clear, specific questions.
- This course is one semester in length. You must work on this course 50 minutes each day (100 minutes every other day for block schedules) to complete it on time. The calendar tool in Blackboard shows you where you should be in the course during each week. A little extra time is allowed in each unit to make up for different calendars at different districts. If you work on this course during each class hour, you should be able to keep pace with the schedule shown in the calendar and have a little extra time to add some fun enhancements to your website.



## **Instructional Philosophy and Instructional Delivery Plan**

### **Attendance & Class Time:**

- This class is on-line, so different students may be working at different times during the day. The course will be easier and more fun if another student at your site is working at the same time as you so that you can figure things out together.
- You should take this class during a regular class period. You must work on this class every class period, all semester, to finish on time. It is very easy to fall behind and very difficult to catch up once you're behind.
- The email and chat tools in Blackboard are available for you to communicate with me or with each other. All communication is recorded and can be checked at a later time. Email and chat that you send in Blackboard must be appropriate. Do not use language or email slang that includes swear words or derogatory comments.
- Your facilitator will take attendance and handle excuses when you are late or absent for class, according to your school's policy. I have a record of when you accessed the course pages, when you sent email and when you submitted your assignments and quizzes. I'll use this record to keep your on-site facilitator informed of your progress in the course.
- If you miss class for a school related event or an illness, please allow some extra work time to get caught up. The course will be easier if you're working on the same assignments as the other students at your site.
- There is plenty of time to finish the course if you work during every scheduled class time. Students who fail the course generally misuse their class time by visiting or playing computer games instead of working on the course.

### **Assignments & Projects:**

- This course is project-based. You will earn your grade by creating work that shows what you're learning. You must do your own assignments and projects. Some assignments will look similar for everyone in the class and are intended to help you learn how to do something. Most assignments and all projects will be different for everyone and will require you to work from a topic that you choose and research on the Internet.
- Identical assignments or projects will not receive full credit and may result in a 0. Students who turn in more than one identical or copied project will receive a 0. This may result in failing the course.

- You should be able to explain to me how you did your assignments and projects and where the content that you chose came from. If you use some text or an image from another site or source you must include those sources with your assignment when you hand it in.
- You will hand in work by submitting it in Blackboard.
- All assignments and projects must contain content that is appropriate for a K-12 classroom. Assignments or projects containing inappropriate material will not be accepted and may result in a 0 or, in extreme cases, removal from the course.
- When you have a question or don't know what to do next, send me a clear, specific, nicely stated question. Tell me what you're working on and what your problem is. Include as much information as possible and attach any file that you're having trouble with so that I can help you solve the problem.

#### **Quizzes:**

- Some units include quizzes. These will be taken inside of Blackboard. Your on-site facilitator will enter a password for each quiz and will monitor the quizzes. All quizzes must be taken while the class facilitator is present, for credit to be given.

#### **Grades:**

- I will keep grades in an excel spreadsheet, I will send you your updated grade every other week. If you need your grade before that time, please ask...they are updated every week so this is not a problem, just ask.
- Your work is graded based on the maximum number of points possible. The number of points allowed for each assignment, project, or quiz is shown at the top of the directions and also in the assignment tool of WebCT. Assignments and projects done later in the course will be longer and more complicated. These assignments may be worth more than those given at the start of the course.
- I will divide the number of points that you earn by the number of points possible to determine your percentage. The percentage that you earn determines your course grade based on the grading scale used at your school. The number of points per assignment, project, quiz, and chapter may be adjusted to fit the pace and difficulty of the course.
- I intend to grade your work fairly. If a grade doesn't seem right to you, please ask me so that we can determine whether or not it is accurate.

### **Textbooks and Instructional Materials:**

- Your facilitator will give you a copy of the book:  
[https://www.amazon.com/Art-Social-Media-Power-Users/dp/1591848075/ref=sr\\_1\\_2?keywords=The+art+of+social+media&qid=1576856863&sr=8-2](https://www.amazon.com/Art-Social-Media-Power-Users/dp/1591848075/ref=sr_1_2?keywords=The+art+of+social+media&qid=1576856863&sr=8-2)
- The most important thing to remember in any computer class is that you are smarter than the computer. It will only do what you tell it to. When you're looking for a way to do something, you can check the book and the on-line help, or you can ask a classmate or myself, but at some point you will have to figure out the answer to your question and tell the computer to do what you want.
- It is good to have a notebook and pencil or pen with you during class so that you can make notes about how to do things. Then when you get stuck on something, you can refer to your notes. Also, when you ask a question, it is good to write down the answer so that you can use your notes to help you figure out how to finish the assignments. Please use the same notebook for the entire class. When someone tells you how to do something on the computer, it always seems like it will be easy to remember, but it usually isn't. So, please take the time to write things down. Your notebook will help you remember how to use Dreamweaver after the course is over and the books have been turned in.
- You should print the directions for each assignment and project, for easy reference while you are working in the Dreamweaver program. Please use the directions to check your assignments and projects over before you hand them in, so that they are complete. You should keep the printed sheets in a folder, along with any printouts that you make while you are working. If you buy a notebook with pockets, it can be your folder too.
- Computers are fun to work with. They can also be very frustrating. The most important thing to bring to class with you is a positive attitude. Research has shown that persistence is more important than intelligence when it comes to completing a task successfully. There will be some days when this class is fun and some days when you will wonder why you signed up for it. Please keep trying. There will be a way to succeed if you keep working at the assignments and asking questions.