

Summer 2024 ITLS-4265-IO1 XL Syllabus

00 Syllabus - ITLS 4265/6265 Summer 2024

Course Description

ITLS 4265 and 6265 is the Internet Development Course offered by the ITLS department at USU. It is a course that will teach you marketable skills. It can help you stand out on a Resume no matter what career you plan.

GOAL: To learn marketable skills and gain experience building websites using HTML, CSS, a CSS framework, and Wordpress.

This course focuses on building blocks to give you the skills you need.

COURSE FEE: Check Banner

Course Requirements

Each student who enrolls in this course will have and/or agree to the following:

1. Have access to a Mac or Windows computer in good operating condition with speakers or headphones to listen to audio. Chrome Book will not work to do assignments.
2. Have access to the internet to complete assignments and use Canvas, watch videos, and turn in assignments.
3. Set Canvas Alerts to receive alerts on announcements and instructor assignment feedback.
4. Start early to complete assignments on time. Late work is not accepted or graded.
5. Be prepared to spend time troubleshooting when things do not work. It is expected that you will need to do this.
6. Be able to download and install software onto your computer.
7. Have time each week (up to 3 hours) to work on assignments. Assignments will take less time at first and then will require more time as we progress.

Prerequisites

No prior knowledge of HTML or CSS is required. You must have good computer skills.

- Be able to compress and uncompress files (i.e. Zip and Unzip)
- Be able to create folders and folders within folders on your computer or USB thumb/storage device
- Be able to download files from links on the internet
- Be able to name files you create with an extension like .html, or .css
- Be able to organize your assignments in folders, copy files for use in next unit
- Willing to spend time troubleshooting problems when things do not work.

How the Class Works - Weekly Assignments

There are weekly Units and assignments you will do. Each lesson builds upon the last one. You will need to complete each assignment.

Weekly Units will have you:

- Go through online tutorials that are hands-on. Go through all of them and complete.
- Watch videos provided in links in the weekly Unit.
- Complete home work to turn in to show your application of what you learned.
- Reach out and get help if you need it. Try for an hour to solve the problem or figure it out then reach out for help.

WARNING:

Students who start the assignment a few hours before it is due usually run out of time to produce a solid assignment, or figure things out when something does not work. This usually shows on subsequent assignments because they focused on what was due and not what was to be learned.

LIFE HAPPENS TOKEN

Life events sometimes prevent you from being able to turn in an assignment on time. All students have a single Life Happens token to use on one assignment. If you find yourself unable to turn an assignment in on time, then you can use this life happens token. No need to explain, however in the assignment comments section you need to tell me that you want to use your Life Happens Token and turn it in by the next assignment due date. (7 days)

A Life Happens Token allows you to receive up to 8 points (out of 10) for that assignment.

If your life event is going to last longer than a week, please drop me a line and explain. We can discuss if you are able to continue the class or best options for you for this class. You must complete all assignments even if you do not turn them in for credit. Otherwise you may not be able to complete the next assignments. There is a reset once we start doing Wordpress.

Other Class tips and info

There is no textbook for the course. All resources and then some, are available online. As such we have no control over which resources change or no longer exist. If you happen to follow a link that does not work, let your instructor know. One that works at the beginning of the semester, may disappear during it.

This course is often revised to meet needs and industry trends. As the web evolves so does this course..

As you progress through the class, you will find that you will be required to start learning things on your own. You will not be given step-by-step instructions for everything. **You will have to just figure it out** reading instructions on websites, and viewing examples. Sort of reverse engineering. That is how professional web developers work. This is how part of the class will work.

HOSTING ACCOUNT: Currently Siteground is offering USU students a free 3 month hosting account. Thus do not set-up your hosting account until your instructor tells you to. We need it to last through the end of the semester. It could be that Siteground will pull the current free 3 months. If that is the case you will need to pay for a hosting account. If this happens we will discuss options. The hosting account must allow you to install wordpress and install wordpress plugins and give you file manager access.

Course Objectives

By the end of this course, you will be able to:

1. Create the structure of a website using HTML & CSS
2. Publish your web site to the world wide web using a hosting account

3. Style your website to give it a professional look using CSS
4. Implement a CSS framework and many of its elements
5. Demonstrate how to make a website responsive
6. Install Wordpress and apply a theme to it
7. Install, activated, and configure plugins and widgets for Wordpress
8. Create and update menus in Wordpress
9. Create a professional looking website using Wordpress and installed plugins etc.

Instructor

Instructor: Sina Zandi

Office: ITLS271

Email: alireza.zandi@usu.edu

Office Hours: By appointment

I am happy to meet with you. Send an email and we can work something out. For those of you taking the online version of this course, we can do a screen share through Zoom to look at any coding issues you are having. Please reach out if you need help.

I do respond to CANVAS inbox messages and find it a great way to keep track of our conversation. Canvas will alert me when a message is sent.

Getting Help

If you run into issues of things not working and after 1 hour of working on it and not being able to figure it out, that is the time to reach out and get help.

TUTOR.COM. You can see a link to Tutor.com in the left menu. Students have provided positive feedback about receiving help from Tutor.com. The nice thing is it is 24.7. Let me know if you use it and if it was helpful.

Evaluation Methods and Criteria

Assignments, Quizzes, and Projects are how you will be evaluated for this course.

ASSIGNMENTS: Assignments are due **Tuesday nights by 11:59 PM**. You should plan at least 1 hour learning, and 1 - 3 hours per assignment. Some will be easy and take less than this. Late assignments are not accepted and will be given a 0 for a grade. See the section on Life Tokens. A bonus for reading the syllabus.

There are:

- Introduce Yourself 2 point
- Assignments 10 points each
- 1 Quiz 8 points
- Final Project(Part A+B) 70 points

You must complete and turn in the final project to be eligible to pass the class. If you do not turn in the final project you will not pass this class.

Grade Scheme

The following grading standards will be used in this class:

Grade	Range
A	100 % to 93.0%
A-	< 93.0 % to 90.0%
B+	< 90.0 % to 87.0%
B	< 87.0 % to 83.0%
B-	< 83.0 % to 80.0%
C+	< 80.0 % to 77.0%
C	< 77.0 % to 73.0%
C-	< 73.0 % to 70.0%
D+	< 70.0 % to 67.0%
D	< 67.0 % to 60.0%
F	< 59.0 % to 0.0%

Course Schedule/Outline

All course due dates are listed in Canvas and the Canvas Schedule. Let it be your guide.

END OF INSTRUCTORS COURSE INFO

Attendance and Excused Absences Policy

On-Campus students taking face-2-face section. You are expected to be in class and participate. There will be a couple of small group activities you will be asked to participate in. If your sick, stay home, let your instructor know.

Online-Students should log into Canvas at least 3 times in a week to read materials watch videos, and work on assignments.

UNIVERSITY POLICIES BELOW

Nonattendance Policy

Students May Be Dropped For Nonattendance

If a student does not attend a class during the first week of the term or by the second class meeting, whichever comes first, the instructor may submit a request to have the student dropped from the course. ***(This does not remove responsibility from the student to drop courses which he or she does not plan to attend.)*** This option is typically used for classes that are full and the instructor is trying to make a seat available for another student, but may be considered for other courses. Requests must be made during the first 20 percent of the course and will be considered on an individual student basis. Students who are dropped from courses will be notified by the Registrar's Office through their preferred e-mail account (see 2018-2019 General Catalog (<http://catalog.usu.edu/content.php?catoid=12&navoid=3955>)).

Assumption of Risk

All classes, programs, and extracurricular activities within the University involve some risk, and certain ones involve travel. The University provides opportunities to participate in these programs on a voluntary basis. Therefore, students should not participate in them if they do not care to assume the risks. Students can ask the respective program leaders/sponsors about the possible risks a program may generate, and if students are not willing to assume the risks, they should not select that program. By voluntarily participating in classes, programs, and extracurricular activities, a student does so at his or her own risk. General information about University Risk Management policies, insurance coverage, vehicle use policies, and risk management forms can be found at: <http://www.usu.edu/riskmgmt/> (<http://www.usu.edu/riskmgmt/>)

Library Services

All USU students attending classes in Logan, at our Regional Campuses, or online can access all databases, e-journals, and e-books regardless of location. Additionally, the library will mail printed books to students, at no charge to them. Students can also borrow books from any Utah academic library. Take advantage of all library services and learn more at libguides.usu.edu/rc. (<http://libguides.usu.edu/rc>)

Classroom Civility

Utah State University supports the principle of freedom of expression for both faculty and students. The University respects the rights of faculty to teach and students to learn. Maintenance of these rights requires classroom conditions that do not impede the learning process. Disruptive classroom behavior will not be tolerated. An individual engaging in such behavior may be subject to disciplinary action. Read Student Code Article V Section V-3 (<https://studentconduct.usu.edu/studentcode/article5>) for more information.

University Policies & Procedures

Appropriate Use of Canvas and Other IT Resources

Canvas and all other course technologies are information technology services provided as tools to further the mission of the university. By using these services, users agree to comply with USU Policy 550: Appropriate Use of Computing, Networking, and Information Resources (<https://www.usu.edu/policies/550/>) and the accompanying Terms of use for USU IT (https://usu.service-now.com/aggies?id=kb_article_view&sysparm_article=KB0015388) resources, as well as Article V-3.B.25.c (<https://www.usu.edu/student-conduct/student-code/article5>) of the USU Student Code. Using course technologies in ways that are inconsistent with the university's mission or are disruptive will not be tolerated. Disruptive behavior includes any activity that interferes with either the faculty member's ability to conduct the class or the ability of other students to profit from the instructional program.

Academic Freedom and Professional Responsibilities

Academic freedom is the right to teach, study, discuss, investigate, discover, create, and publish freely. Academic freedom protects the rights of faculty members in teaching and of students in learning. Freedom in research is fundamental to the advancement of truth. Faculty members are entitled to full freedom in teaching, research, and creative activities, subject to the limitations imposed by professional responsibility. Faculty Code Policy #403 (<https://www.usu.edu/policies/403/>) further defines academic freedom and professional responsibilities.

Academic Integrity – "The Honor System"

Each student has the right and duty to pursue his or her academic experience free of dishonesty. To enhance the learning environment at Utah State University and to develop student academic integrity, each student agrees to the following Honor Pledge:

"I pledge, on my honor, to conduct myself with the foremost level of academic integrity."

A student who lives by the Honor Pledge is a student who does more than not cheat, falsify, or plagiarize. A student who lives by the Honor Pledge:

- Espouses academic integrity as an underlying and essential principle of the Utah State University community;
- Understands that each act of academic dishonesty devalues every degree that is awarded by this institution; and
- Is a welcomed and valued member of Utah State University.

Academic Dishonesty

The instructor of this course will take appropriate actions in response to Academic Dishonesty, as defined the University's Student Code. Acts of academic dishonesty include but are not limited to:

- **Cheating:** using, attempting to use, or providing others with any unauthorized assistance in taking quizzes, tests, examinations, or in any other academic exercise or activity. Unauthorized assistance includes:
 - Working in a group when the instructor has designated that the quiz, test, examination, or any other academic exercise or activity be done "individually;"
 - Depending on the aid of sources beyond those authorized by the instructor in writing papers, preparing reports, solving problems, or carrying out other assignments;
 - Substituting for another student, or permitting another student to substitute for oneself, in taking an examination or preparing academic work;
 - Acquiring tests or other academic material belonging to a faculty member, staff member, or another student without express permission;
 - Continuing to write after time has been called on a quiz, test, examination, or any other academic exercise or activity;
 - Submitting substantially the same work for credit in more than one class, except with prior approval of the instructor; or engaging in any form of research fraud.
- **Falsification:** altering or fabricating any information or citation in an academic exercise or activity.
- **Plagiarism:** representing, by paraphrase or direct quotation, the published or unpublished work of another person as one's own in any academic exercise or activity without full and clear acknowledgment. It also includes using materials prepared by another person or by an agency engaged in the sale of term papers or other academic materials.

For additional information go to: ARTICLE VI. University Regulations Regarding Academic Integrity (<https://www.usu.edu/student-conduct/student-code/article6>)

Discrimination and Sexual Misconduct

General Overview

USU strives to provide an environment for students and employees that is free from discrimination (<https://www.usu.edu/equity/non-discrimination>) and sexual misconduct (<https://www.usu.edu/equity/sexual-misconduct/Sexual-Misconduct-Terms>). If you experience sexual misconduct or discrimination at any point during the semester inside or outside of class, you are encouraged to contact the USU Title IX Coordinator via Distance Education room 400 in Logan, 435-797-1266, titleix@usu.edu (<mailto:titleix@usu.edu>), or at equity.usu.edu/report

(<https://www.usu.edu/equity/report>). You can learn more about the USU resources available for individuals who have experienced sexual misconduct at [sexualrespect.usu.edu](https://www.usu.edu/sexual-respect/) (<https://www.usu.edu/sexual-respect/>). Resources for individuals who have experienced discrimination are listed at [equity.usu.edu/resources](https://www.usu.edu/equity/resources) (<https://www.usu.edu/equity/resources>).

Required Reporting of Sexual Misconduct and Threats of Harm

USU cares about our students and provides a number of resources and supportive measures to students who may be experiencing thoughts of self-harm or who have experienced sexual misconduct. To ensure students are informed about resources and services available to them, including available grievance or criminal processes for incidents of sexual misconduct, USU has implemented reporting policies and practices (<https://www.usu.edu/policies/340/>) that require designated employees to report any information they receive about incidents of sexual misconduct. This reporting policy also assists USU with its efforts to prevent sexual misconduct and keep our campus community safe.

Under USU's sexual misconduct reporting policy, I am designated as a "reporting employee" (<https://www.usu.edu/equity/sexual-misconduct/employees.php>). This means that if you share information with me about incidents of sexual misconduct (<https://www.usu.edu/equity/sexual-misconduct/Sexual-Misconduct-Terms.php>) (sexual harassment, sexual assault, relationship violence, or sex-based stalking), including within a course assignment, I *will report* that information to the USU Title IX Coordinator (<https://www.usu.edu/equity/sexual-misconduct/Title-IX-Coordinator.php>). I will also share with you information about designated confidential resources (<https://www.usu.edu/equity/sexual-misconduct/confidential-resources>), supportive measures (<https://www.usu.edu/equity/Supportive-Measures.php>), and how you can file a report (<https://www.usu.edu/equity/report.php>) with the USU Title IX Coordinator.

Self-disclosures about sexual misconduct that you experienced are not required for your course work.

Similarly, if you disclose thoughts of harm to self or a threat to others to me, including within a course assignment, I will report the information to the appropriate campus administrators. I will also share with you information about the mental health and wellness resources (<https://www.usu.edu/aggiewellness/caps/>) available to you.

Withdrawal Policy and "I" Grade Policy

Students are required to complete all courses for which they are registered by the end of the semester. In some cases, a student may be unable to complete all of the coursework because of extenuating circumstances, but not due to poor performance or to retain financial aid. The term 'extenuating' circumstances includes: (1) incapacitating illness which prevents a student from attending classes for a minimum period of two weeks, (2) a death in the immediate family, (3) financial responsibilities requiring a student to alter a work schedule to secure employment, (4) change in work schedule as required by an employer, or (5) other emergencies deemed appropriate by the instructor.

Students with Disabilities

USU welcomes students with disabilities. If you have, or suspect you may have, a physical, mental health, or learning disability that may require accommodations in this course, please contact the Disability Resource Center (DRC) (<http://www.usu.edu/drc/>) as early in the semester as possible (University Inn # 101, (435) 797-2444, drc@usu.edu (<mailto:drc@usu.edu>)). All disability related accommodations must be approved by the DRC. Once approved, the DRC will coordinate with faculty to provide accommodations.

Students who are at a higher risk for complications from COVID-19 or who contract COVID-19 may also be eligible for accommodations.

Respect for Diversity

Regardless of intent, careless or ill-informed remarks can be offensive and hurtful to others and detract from the learning climate. If you feel uncomfortable in a classroom due to offensive language or actions by an instructor or student(s) regarding ethnicity, gender, or sexual orientation, contact:

- Division of Student Affairs: <https://studentaffairs.usu.edu> (<https://studentaffairs.usu.edu/>), (435) 797-1712, studentservices@usu.edu (<mailto:studentservices@usu.edu>), TSC 220
- Student Legal Services: <https://www.usu.edu/involvement/student-association/student-advocacy/legal-services> (<https://www.usu.edu/involvement/student-association/student-advocacy/legal-services>), (435) 797-2912, TSC 326,
- Access and Diversity: <https://www.usu.edu/inclusion/> (<https://www.usu.edu/inclusion/>), (435) 797-1728, access@usu.edu (<mailto:access@usu.edu>); TSC 315
- Multicultural Programs: <https://www.usu.edu/inclusion/programs/multicultural/> (<https://www.usu.edu/inclusion/programs/multicultural/>), (435) 797-1728, TSC 315
- LGBTQA Programs: <https://www.usu.edu/inclusion/programs/lgbtplus-and-allies/> (<https://www.usu.edu/inclusion/programs/lgbtplus-and-allies/>), (435) 797-1728, TSC 3145
- Provost's Office Diversity Resources: <https://www.usu.edu/provost/diversity> (<https://www.usu.edu/provost/diversity/>), (435) 797-8176

You can learn about your student rights by visiting:

The Code of Policies and Procedures for Students at Utah State University: <https://studentconduct.usu.edu/studentcode> (<https://studentconduct.usu.edu/studentcode/>)

Grievance Process

Students who feel they have been unfairly treated may file a grievance through the channels and procedures described in the Student Code: Article VII (<https://www.usu.edu/student-conduct/student-code/article7>).

Full details for USU Academic Policies and Procedures can be found at:

- Acceptable Use of University Computing Resources (<https://www.usu.edu/policies/550/>)
- Student Conduct (<http://www.usu.edu/studentconduct>)
- Student Code (<https://www.usu.edu/student-conduct/student-code/>)
- Academic Integrity (<https://www.usu.edu/student-conduct/student-code/article6>)
- USU Academic Policies and Procedures (<https://catalog.usu.edu/content.php?catid=38&navoid=28932>)
- Academic Freedom and Professional Responsibility Policy (<https://www.usu.edu/policies/403/>)

Emergency Procedures

In the case of a drill or real emergency, classes will be notified to evacuate the building by the sound of the fire/emergency alarm system or by a building representative. In the event of a disaster that may interfere with either notification, evacuate as the situation dictates (i.e., in an earthquake when shaking ceases or immediately when a fire is discovered). Turn off computers and take any personal items with you. Elevators should not be used; instead, use the closest stairs.

General Health Protocols

The cold, flu, COVID-19, and other illnesses can have an impact on the health of our university community. USU welcomes the wearing of masks in all university buildings and encourages taking measures to mitigate risk as recommended by federal and state public health officials: getting vaccinated, staying home if you are sick (even with mild symptoms), and frequent hand washing.

Mental Health

Mental health is critically important for the success of USU students. As a student, you may experience a range of issues that can cause barriers to learning, such as strained relationships, increased anxiety, alcohol/drug problems, feeling down, difficulty concentrating and/or lack of motivation. These mental health concerns or stressful events may lead to diminished academic performance or reduce your ability to participate in daily activities. Utah State University provides free services for students to assist them with addressing these and other concerns. You can learn more about the broad range of confidential mental health services available on campus at Counseling and Psychological Services (CAPS) (<https://counseling.usu.edu>).

Students are also encouraged to download the “SafeUT App” (<https://safeut.org/>) to their smartphones. The SafeUT application is a 24/7 statewide crisis text and tip service that provides real-time crisis intervention to students through texting and a confidential tip program that can help anyone with emotional crises, bullying, relationship problems, mental health, or suicide related issues.