GRC 175 Web Design & Publishing I
Fall Semester 2016
3.0 credits

Prerequisite 103 or approval of Instructor

Adam Valentiner  Instructor
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Office Location:  CY 1716 (Cheyenne/Telecom bldg)
Office Hours:  Tuesday, Wednesday
9:30 am-10:00 am
1:40 pm- 2:40 pm
(Thursday online and by appointment)

E-mail:  adam.valentiner@csn.edu
Canvas login page:  https://csn.instructure.com/login

Course Description:
Designing and developing websites using HTML, CSS, and software production tools. Emphasis on the design, usability, and features of website development and production processes.

Student Learning Outcomes:
1. Demonstrate communication, critical thinking, and technological skills necessary designing, developing, and managing websites.
2. Understand the syntax of HTML and CSS, and use a variety of strategies and tools to create websites.
3. Develop an understanding of the production process, software, and skills needed for entry into professional web design.
4. Produce standards-based websites that are accessible and include interactive web content.
Overview:
Students in GRC 175 Web Design I will learn how to create web pages and websites. You will be required to publish coursework onto a remote webserver, once published webpages are publicly viewable on the World Wide Web. They must become knowledgeable of HTML and CSS (Cascading Style Sheets). In addition, they need to become proficient using Adobe Dreamweaver to author and manage their files. During their coursework students learn all about Web Design related terms like wireframes, CSS layouts, usability, accessibility, validation, SEO (search engine optimization) and general website management and optimization techniques. Another purpose is for the student to learn the typical web design process and introduce what it is like working with clients (the person who hires the web designer).

Optional Text and Materials:

Any good HTML5 and CSS 3.0 reference book like....

CSS3 Foundations 1st Edition
Ian Lunn (Author)
ISBN 9781118356548

HTML5 Foundations 1st Edition
Matt West (Author)
ISBN 9781118356555

by David Sawyer McFarland (Author)
ISBN 9781449325947

Note: You can view many other entire books online through Safari online bookshelf (our req'd text not available):

https://apps.csn.edu/login/?ReturnUrl=%2fezproxy%2fdefault.aspx%3furl%3dhttp%253a%252f%252fproquest.safaribooksonline.com&url=http%3a%2f%2fproquest.safaribooksonline.com
**CANVAS LEARNING MANAGEMENT SYSTEM**

**DIRECTIONS TO LOG INTO YOUR COURSES**

- Once the semester begins, you will continue to login to the CSN Online Campus as you normally would by going to:

  [https://csn.instructure.com/login](https://csn.instructure.com/login)

- Once logged in, you will see the standard list of all of the courses in which you are enrolled.
- Please go to [www.csn.edu/success](http://www.csn.edu/success) for more information on Canvas, including training guides and login info.

Note: You can view many reference books online through Safari online bookshelf: [https://apps.csn.edu/login/?ReturnUrl=%2fsezproxy%2fdefault.aspx%3furl%3dhttp%253a%252f%252fproquest.safaribooksonline.com&url=http%3a%2f%2fproquest.safaribooksonline.com](https://apps.csn.edu/login/?ReturnUrl=%2fsezproxy%2fdefault.aspx%3furl%3dhttp%253a%252f%252fproquest.safaribooksonline.com&url=http%3a%2f%2fproquest.safaribooksonline.com)

As a registered student, you have access to the college’s lab computers. The following campuses maintain Mac labs: Cheyenne, Summerlin and West Charleston. They have the most recent versions of software used in this course. It is recommended that you bring your student ID for access to these facilities. Lab hours: [http://www.csn.edu/pages/444.asp](http://www.csn.edu/pages/444.asp)

In order to use the lab computers students will need a CSN student network account and CSN e-mail address. You may begin validating your account **2 weeks** prior to the start of the semester you are enrolled in. Additionally, once this period has started you may validate your account 24 hours after you register for classes. Please note that after validating, it may take up to 15 minutes before your account will be ready for use. [https://csnstudent.csn.edu/stuverify/](https://csnstudent.csn.edu/stuverify/)

**Backing Up:**
Jump/Flash drives are required for storing your class work. However, remember to always keep a backup of your material on a separate medium such as your home computer or a external hard drive and / or CD/DVD.

You are expected to *(always)* back up everything you do in this course. Remember that data can become corrupt, erased or destroyed. You will be required to turn in all assignment material again at the end of the semester for your final project. Thus, you will want to make it a habit of making back up files throughout the duration of the semester. I will not keep copies of your assignments so it will be your responsibility to keep copies of all your assignments and projects.

**Examinations:**
Throughout the semester we **may** have quizzes meant to review the concepts and coursework we are learning. Quizzes will count towards your participation grade. There is no midterm or final examination.

**Quizzes/Exams:**
There are no make-ups given for quizzes.
Course Policies:
If you are absent, you are still responsible for completing all of the material covered in class. It is your responsibility to find out what was covered by contacting a fellow classmate or meeting with the instructor during office hours.

Assignments:
All bookwork, assignments and projects will be due on the assigned date and time given. Late work will receive a lower grade. The Final Assignment/Project must be submitted at the required date and time, there will be no exceptions! The Final Assignment/Project is a requirement for this class, it must be submitted in order to receive a passing grade.

Grading Policy:
All aspects of the course contribute to your final grade. This includes assignments/projects, quizzes, online attendance/participation, and the final project. Students will be expected to demonstrate the concepts and principles taught throughout the course. The final project is a required project that must be submitted in order to pass the course.

Attendance Policy:
Attendance and participation to this class is done online. A portion of a student’s final grade is based on their online participation in the online discussions.

Responsibility Statement:
Students are responsible for their own learning. In the event the student doesn’t understand the material or assignment, they should take the initiative to get the help they need. The instructor is available during lab periods, office hours and by appointment.

Reference to students’ rights and responsibilities pertaining to CSN policies and services are found in the College Catalog and on the CSN website http://www.csn.edu/pages/660.asp

Academic Dishonesty:
Plagiarism, cheating and forgery are serious offenses and may be punished by receiving a failure on a project; failure in the course; and or expulsion from the college. For more information, refer to the “Academic Dishonesty” policy in the CSN Catalog.

CSN Academic Integrity Policy http://www.csn.edu/academicintegrity/

Lab Policies:
Absolutely no food or drink in the classrooms or labs.

Safety Procedures:
The safety procedures for the college are posted in the classroom. The procedures will be discussed during the first class meeting. Any injury or accident should be reported to the instructor immediately.
STUDENT REFUND POLICY - Effective Fall 2013, CSN’s student refund policy is as follows:

• 100% if withdrawal is initiated prior to the end of the first week of instruction; and
• 50% if initiated prior to the end of the second week of instruction;
• No refund shall be given after the start of the third week of instruction; and
• No refund shall be given for the application or admission fee.

More information is available at https://www.csn.edu/policies-procedures, including information about short-term class refunds.

LATE REGISTRATION - Effective Spring 2016, CSN students will be able to register for 16 week classes during the first week of the semester. This will allow students the flexibility to drop, add, or change courses during the first week. Students are responsible for all missed coursework. There is no late registration for short term classes as well as summer classes.

NEW COURSE WITHDRAWAL POLICY - EFFECTIVE Spring 2014, per the President, Instructors are no longer permitted to assign a “W” as a grade. Students must officially withdraw from the class at Admissions and Records to receive a “W”. The last day to Officially Drop without a status of “W” is (see official csn website). The last day to officially drop with a status of “W” is (see official csn website). Students not officially withdrawn through Admissions & Records will receive the grade that they earned.

STUDENT ACADEMIC WARNING/PROBATION/SUSPENSION POLICY - Effective Fall 2013, if students’ cumulative GPA falls to 2.0 or lower after attempting at least 12 credits, they will receive an academic warning, so that they have time to seek help. Continued performance at 2.0 or lower in future semester course work can lead to academic probation or academic suspension. Students on academic suspension will not be able to enroll in classes for a semester. More information is available at https://www.csn.edu/policies-procedures

CSN POLICIES AND SERVICES - Students’ Rights and Responsibilities pertaining to CSN policies and services are found at https://www.csn.edu/policies-procedures

DISRUPTIVE AND ABUSIVE BEHAVIOR - Students are expected to conduct themselves in a professional manner in the classroom, on campus and through electronic media at all times. Disruptive and abusive conduct will not be tolerated. Students who fail to adhere to behavioral standards may be subject to discipline per CSN’s Disruptive and Abusive Student policy. A copy of the complete Student Conduct Code and Disruptive and Abusive Student Policy is available for review on the CSN web page.

USE OF CELL PHONES AND TEXT MESSAGING - All Cell Phones and Text Messaging shall be restricted to before and after class. All phones should be set on silent/vibrate. The Professor reserves the right to restrict all use of cell phones. Students will be required to leave class should this become a problem. Cell phone use and texting during class are prohibited.

EXITING THE CLASSROOM – REVOLVING DOOR - The classroom is not a revolving door. Continuous exiting and re-entering the classroom is not tolerated. Students who exit and re-enter the classroom excessively will be asked to leave class and schedule a conference with this professor.
MINOR CHILDREN POLICY - The primary mission of CSN is to educate students. To that end, CSN has the responsibility to provide a place of instruction that is free from distractions and conducive to learning. The presence of minor children is often a disruptive factor, not just because a child can be noisy or active, but because even inadvertently, attention is centered on the child rather than on the teaching and learning process. The presence of minor children on campus and in its facilities also raises safety and liability issues. Therefore, appropriate restrictions must be placed on bringing minor children to CSN’s campus, sites, and facilities.
A. First and foremost, CSN and its facilities (classrooms, offices, public areas, common areas and grounds) cannot be viewed at any time as a substitute for child care arrangements. Second, at no time may minor children be unattended or unsupervised on campus for even a short period of time. Third, only currently enrolled students should be present in classrooms or lab facilities. Fourth, minor children should not be brought into work locations during an employee’s work time.
B. Children under the age of eighteen, unless otherwise exempt as listed below, are not allowed in classrooms, labs, college grounds, or other college facilities except for visits while supervised by an adult. Employees and students must not allow minor children to be left unattended on campus. Minor children may not be left unattended in public areas such as the library or be left to wait or play outside a classroom or in the cafeteria while the adult is in class. Minor children may not attend class or class activities such as field trips, along with enrolled students except on very rare occasions at the discretion of instructors. Minor children may not be present at the employee’s work site during the employee’s assigned work hours.
C. This Policy does not preclude short visits when the minor child is accompanied by another responsible adult.
D. Individuals under the age of 18 who enroll in classes at CSN are exempt from this policy.

DISABILITY RESOURCE CENTER - The College of Southern Nevada, in compliance with Section 504 of the Rehabilitation Act of 1973, requests that all students with documented disabilities voluntarily contact the Disability Resource Center so that the college can provide necessary accommodations. *If you have a documented disability that may require assistance, you will need to contact the Disability Resource Center located in the Student Service Center on each campus. Cheyenne phone number is 702-651-4045, Henderson, 702-651-3795 and West Charleston is 702-651-5644. More information is available at https://www.csn.edu/drc.

TUTORIAL SERVICES/LEARNING CENTERS - The Tutorial Services’ mission is to foster a positive and caring learning atmosphere that supports classroom instruction and overall student success. One-on-one tutoring is available – visit https://www.csn.edu/centers-academic-success for more information. Tutors are available in most subjects to provide learning support and help you improve your academic motivation and performance, enhance your self-esteem and confidence as an independent learner, and achieve your educational, professional and personal goals. Register for FREE one-on-one tutoring and schedule appointments at https://csnts.mywconline.com/ or contact one of our offices at: Charleston Campus - Rm D-203 - 702-651-5732; Cheyenne Campus - Rm S-247 - 702-651-4232; Henderson Campus - Rm B-201 - 702-651-3125.
**ADVISING AND COACHING SERVICES** - Help students learn academic success strategies, explore careers, declare a major, develop a personalized success plan, learn to navigate the educational system, benefit from campus and community resources, and connect to campus life. Advisors/Success Coaches also help new to college students with course planning. Locations: CHARLESTON Bldg. D – Lobby, 702-651-7367; CHEYENNE 1100 Student Services Area, 702-651-2626; and HENDERSON Bldg. B –Student Services Area, 702-651-3103

**Centers for Academic Success (CAS)** - Free one-on-one and drop-in tutoring is available in the Communication Centers, Math Resource Centers, Science Resource Centers, Tutorial Learning Centers (one-on-one tutoring), and Writing Centers. Tutors are available in most subjects to provide learning support and help students improve academic motivation and performance, enhance self-esteem and confidence as an independent learner, and achieve educational goals. Visit [http://www.csn.edu/tutoring/](http://www.csn.edu/tutoring/) for detailed information about all CAS programs and centers including locations, hours and more.

**DEPARTMENTAL/SCHOOL COUNSELORS** - Faculty counselors help returning, continuing, and transfer students select courses, obtain degree audits, and develop educational and vocational plans according to selected majors.

- **If you are a new student or have no declared major**, you will meet with a CSN success coach for all your advising needs, including course planning and career exploration services. To schedule an appointment, please go to [csnacs.mywconline.com/](http://csnacs.mywconline.com/).

- **If you are a student who has declared a major within Media Technologies**, CSN has assigned you a counselor who is an expert on your declared major and can help you effectively navigate your program. The Media Technology Counselors are:

  Mark Haag  
  Office: CY A 2748  
  Phone: 702.651.2668  
  Email: mark.haag@csn.edu

  Emily Rafael  
  Office: CY A 2748  
  Phone: 702.651.4937  
  Email: emily.rafael@csn.edu

  Rosemary Hall  
  Office: WC C 151-C  
  Phone: 702-651-7375  
  Email: rosemary.hall@csn.edu

**FACULTY E-ALERT SYSTEM** - Faculty members may refer struggling students to Advising and Coaching Services via MyCSN in order that they receive timely assistance in passing their class. If contacted by Advising and Coaching Services’ E-Alert office, be sure to respond quickly and utilize interventions to help you successfully complete this class.
CSN WEBSITE AND COLLEGE CATALOG - These sources contain essential information about attendance, unregistered students in class, religious holidays, safety/security issues, emergency notification, testing, adding and dropping classes, course repeat, auditing, credit hour load, incomplete grade, grade appeals, auxiliary services, Counseling and Psychological Services (CAPS), tutorial, retention/E-alert, student code of conduct, student rights and responsibilities disruptive and abusive students, participation in extracurricular activities, and accepted email use.

COLLEGE LIBRARY SERVICES - CSN College Library Services offers ongoing research workshops throughout the semester. Bring your topic or assignment to one of the workshops on the basics of locating and citing quality information and receive in-depth assistance with a librarian. Check out the schedule at http://sites.csn.edu/library/libraryworkshops.html or call 651-5729 for more information.

Library: CSN Library Services offers extensive in-person and online resources to help you complete assignments, including research and citation workshops, online articles and books, and drop-in research assistance at the Reference Desk inside each campus library and online at www.csn.edu/library

CSN COMPUTER LABS - Most of you will probably do your assignments at home or at work. If you are having problems with your computers or do not have the required software, feel free to use any of the on campus Computer Labs. Having computer problems at home or office is NOT a valid excuse for missing due dates.

Charleston Interactive Learning Center - 702-651-5731
Cheyenne Interactive Learning Center - 702-651-4592
Henderson Interactive Learning Center - 702-651-3002
Summerlin High-Tech Center - 702-651-4900
Western High-Tech Center - 702-651-4898
Green Valley High-Tech Center - 702-651-2650

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• Once logged in, you will see the standard list of all of the courses in which you are enrolled.
• Please go to www.csn.edu/success for more information on Canvas, including training guides and login info.

All information contained in this syllabus may be subject to change with advance and ample notice to students as deemed appropriate by the instructor
Grade scale:

93-100       A
90-92        A-
87-89        B+
84-86        B
80-83        B-
77-79        C+
74-76        C
70-73        C-
67-69        D+
60-66        D
< 60         F

Grading components and values:

Assignments........................................90%
Participation......................................10%
TOTAL..............................................100%

*Important note: The Instructor reserves the right to make changes during the semester!!
Since all course work is to be done using **Adobe CC (Creative Cloud)**, each student WILL need access to software.

As a registered student, you have access to the college's lab computers. The following campuses maintain Mac labs: Cheyenne, Summerlin and West Charleston. They have the most recent versions of software used in this course. It is recommended that you bring your student ID for access to these facilities. Lab hours:

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A 30-day trial version of the Adobe CC Creative Cloud is available,


Currently Adobe is selling access to the software through the CC or Creative Cloud, which is a monthly subscription service, students pay $19.99 a month for access to all the Adobe software.

[http://www.adobe.com/products/creativecloud/students.edu.html?sdid=JTZDP&skwcid=AL!3085!3!25009235782!e!!g!!adobe cc students&ef_id=UFqfFwAACUcAJPgD:20130602220456:s](http://www.adobe.com/products/creativecloud/students.edu.html?sdid=JTZDP&skwcid=AL!3085!3!25009235782!e!!g!!adobe cc students&ef_id=UFqfFwAACUcAJPgD:20130602220456:s)