# Domination Guide – Universal Edition Version: 1.5 Last Updated: 2025-08-12

A focused, strategic plan to not just pass CMPA 3301, but to excel in every graded element and build a portfolio-worthy final project.

## Core Strategy

* Treat every week as a mini project — plan, execute, review.
* Post early in discussions to lead the conversation and maximize engagement points.
* Complete exercises as soon as they drop to stay ahead of schedule.
* Integrate course readings into all assignments to hit rubric reference criteria automatically.

## Grading Breakdown Mastery

### Discussions (20%)

* Post initial answers by Monday or Tuesday — lead the narrative.
* Use at least two direct references to readings or lectures in every post.
* Challenge classmates respectfully to drive engagement and earn maximum rubric scores.

### Exercises (10%)

* Submit on release day — ensures you can troubleshoot any tech issues early.
* Aim for 100% completion, even if extra effort is required.

### Assignments (20%)

* Start within 48 hours of release to allow for iteration.
* Cross-check instructions with rubric before submission.

### Project 01 (10%)

* Treat like a professional deliverable — semantic HTML, clean design, and well-documented project scope.

### Project 02 (15%)

* Build a flawless GitHub repo with README, project board, and live demo URL.
* Document commit history to show version control mastery.

### Project 03 (25%)

* Overdeliver — include polished proposal, functioning prototype, and extra features.
* Conduct self-review against PMI-aligned project management principles.

## Weekly Execution Schedule

1. Monday: Review all new content, plan DB initial post, outline weekly tasks.
2. Tuesday: Draft and post DB initial answer; start exercises.
3. Wednesday: Review peer DB posts; refine assignments/projects.
4. Thursday: Execute on assignments or project tasks.
5. Friday: Finalize any due work; quality check against rubrics.
6. Saturday: Engage deeply in DB replies, add thoughtful comments.
7. Sunday: Submit all remaining work; prep for next week.

## Pro Moves for Domination

* Maintain a personal master doc linking all course rubrics, due dates, and Canvas pages.
* Use version control principles for all major projects, even if not required.
* Network with peers early to form informal accountability groups.
* Document lessons learned from each project to apply to the final capstone.
* Treat all work as portfolio material — design for public presentation.

## Weekly Checklist – Monday

* Review new Canvas content: Check Modules and Announcements for this week’s readings, exercises, and assignments. Skim due dates in the schedule.
* Plan your DB (Discussion Board) initial post: Read the discussion prompt carefully, pull 2+ references from the book or lectures, and jot an outline for Tuesday’s draft.
* Outline the week: Identify any Exercises due — mark their release day; list Assignments/Projects due this week; confirm deadlines for Wednesday (DB initial post) and Sunday (DB replies, other submissions).
* Prep for technical tasks: If a project or assignment involves HTML/CSS or GitHub, ensure your environment is ready and review next build steps.
* Early engagement: Check peer DB posts from last week (if open) to wrap up conversations and maintain engagement.

## Weekly Checklist – Tuesday

* Draft and post DB initial answer (use 2+ course references).
* Begin exercises due this week; complete at least 50% today.
* Review Project/Assignment tasks and set mini-deadlines.
* Check for peer responses to Monday’s posts.

## Weekly Checklist – Wednesday

* Review and respond to any peer DB posts already up.
* Refine assignments/projects in progress.
* Validate DB initial post against rubric; correct if needed.
* Update project documentation (GitHub or local).

## Weekly Checklist – Thursday

* Focus on assignments/project build work.
* Test technical elements (HTML, CSS, GitHub repos).
* Reach out to peers or instructor with any blockers.

## Weekly Checklist – Friday

* Finalize all work due this week.
* Run quality checks against rubric for each deliverable.
* Make any last GitHub commits, update README.

## Weekly Checklist – Saturday

* Engage deeply in DB replies — thoughtful, rubric-worthy responses.
* Ensure at least two substantive replies are complete.
* Review upcoming week’s content for a head start.

## Weekly Checklist – Sunday

* Submit all remaining assignments, projects, and DB replies before midnight CT.
* Archive and organize this week’s files.
* Prepare Monday plan for the new week.

# Pre-Game Checklist – Before Starting Any Class

* Prep Your Workspace: Log into Canvas (or class platform) without delays, bookmark Modules, Assignments, and Grades pages. Set up a cloud folder for class materials.
* Have Your Tools Ready: Text/code editor for HTML/CSS (e.g., VS Code), GitHub account logged in, word processor ready, browser bookmarks saved.
* Preload Your References: PMI-aligned \*Unofficial Project Manager\* cliff notes, latest Domination Guide, syllabus or course overview.
* Pre-plan Day 1: Identify first discussion prompt, check for exercises/assignments, block time for completion.
* Lock the Habit Loop: Same time daily — check the Domination Guide before starting any work. End each day prepping for tomorrow.
* Remove Bottlenecks Now: Test GitHub workflow, confirm dev tools/extensions are working, verify internet connection and backup plan.

# Day 0 – First Day of Class Admin Plan

* Log into Canvas (or course platform) and confirm full access to course content.
* Bookmark critical pages: Modules, Assignments, Grades, Announcements.
* Download or bookmark the syllabus and store it in your class folder.
* Set up your class folder in OneDrive/Google Drive (sync to local if possible).
* Test access to required tools: VS Code or preferred code editor, GitHub, Word processor.
* Verify internet stability and backup access plan (hotspot, alternate location).
* Preload reference documents: PMI-aligned cliff notes, latest Domination Guide, course syllabus.
* Identify the first discussion board prompt; note the due dates for initial post and replies.
* Check for any open exercises or assignments and add them to your calendar.
* Create a personal calendar for deadlines and reminders (sync with phone).
* Send yourself a copy of the Day 0 plan to use in future classes.

# Universal Academic Success Principles (from syllabus analysis)

* Always read the syllabus in full during Day 0 — note grading breakdown, major due dates, and late work policy.
* Identify all recurring deadlines (e.g., weekly discussion posts, replies, assignments) and set them in a calendar.
* Understand the participation and engagement requirements — know how your presence is evaluated.
* Follow all academic integrity and AI-use policies — when in doubt, cite and disclose.
* Start assignments early to allow for revisions and unforeseen issues.
* Submit work in the required format and through the official submission system (e.g., LMS) before the deadline.
* Check the grading rubric before submission to ensure all criteria are met.
* Backup all work in at least two locations (e.g., cloud and local storage).
* Communicate proactively with instructors about any anticipated delays or conflicts.
* Engage respectfully and constructively in all class communications.
* Document your learning process and outcomes for future reference or portfolio use.