# CIS 111 Course Syllabus

## Web Development 1

## Section 1: Course Overview

### Course Information
CIS 111, Web Development 1
6-9pm Thursday: 9/9, 9/23, 10/7, 10/21, 11/4, 12/2, 12/16
Room 143 in Borra Learning Center
175 minutes, 18:00-21:00

### Course Overview
Introduces the concept and provides hands-on experience with web development. Students will learn how to set up, administer, tune, troubleshoot, and secure a robust database system. In addition, this course also introduces fundamental database concepts and simple Structured Query Language (SQL) and exposes the students to database backup and recovery.

### Course Objectives
[] Understand HTML5
[] Understand CSS3
[] Understand SCSS
[] Understand CSS Frameworks (Foundation 6)
[] Revision control systems (Git/GitHub)
[] Understand web typography
[] Understand responsive web pages
[] Understand web site optimization & search engine optimization (SEO)
[] Understand Markdown

### Course Prerequisites
CIS 100, Introduction to Computers

# Section 2: Course Requirements

## Course Textbook and Materials
**Required:**

- [HTML and CSS QuickStart Guide (2021), David DuRocher](#)
- [Git for Windows](#) && [GitHub Desktop](#)
- [IntelliJ IDEa Ultimate](#)

## Basic Course Requirements

### Internet
This is a partially online (hybrid) course, which means we will be meeting in a traditional classroom but content consumption takes place outside of the classroom. All interactions and activities in this course will utilize internet technologies. *You are responsible for having a reliable computer and internet connection throughout the course.*

### Learning Management System (Brightspace)
This course uses Brightspace as its learning management system. In this course, you must be able to use Brightspace to download and view documents, review and submit assignments, post to discussion boards, interact with others in the class, and view posted grades. For tutorials on how to use Brightspace, please click the Help link on the course menu.

### Email
**You must check your North Central student email account daily AND set Brightspace up to push notifications to you.** Any course correspondence outside of Brightspace will be sent to your North Central student email account. If you would like assistance accessing your student email account on your personal computer, smartphone, or other device, you may contact the IT Help Desk (contact information is provided in Section 6).

### Computer Requirements
This course requires that you have reliable access to the internet and computer/laptop with updated software. You need to have access to, and be able to use:

- High-speed Internet access (i.e., cable modem, DSL)
- Web browser (Free) – the latest version of Firefox, Chrome, or Safari is recommended
- Microsoft Office (Free to North Central students as part of your tuition. Register for and download Microsoft Office365 using your North Central email address at [https://products.office.com/en-us/student](https://products.office.com/en-us/student) Adobe Acrobat reader (Free)

# Section 3: Instructor Contact & Communication

## Instructor Contact Information
**Howard Bates** (Please call me Howard)
Email: hbates@ncmich.edu
Phone: (231) 881-7862

**Office Hours & Location**
By appointment, NCMC Room 230

**Class Location**
NCMC Tech Building Room 230.

## Instructor Communication
My preferred communication method is text.

**Instructor Response Expectations**
I do my best to respond to General Questions posts within 24-48 hours, but typically much sooner. If you have issues or questions of a personal nature, such as notifying me of a personal emergency or have questions regarding your grades, you are welcome to email me. Please allow 24-48 hours for a response.

# Section 4: Course Policies

## Attendance/Participation
It is your responsibility to attend all class sessions. If you can't make it, you need to notify me via email. I do not need a reason, just notification. If you fail to notify me more than once, I will lower your grade 20%. If you fail to notify me after that, I will ask you to drop the class for no credit.

## Student Code of Conduct / Netiquette
Students are responsible for obeying municipal, state, and federal laws, as well as North Central policies. The complete Student Code of Conduct, including the guidelines for netiquette in electronic communication, can be found in the North Central Student Handbook (available online here).

## Late Work Policy
All assignments must be turned in on the due date. If you can't accomplish this, I must be notified by email. I will then decide if I will accept the late assignment for full credit. The late penalty is as follows: First assignment one week late = 25% markdown. Any more than this will not be accepted for credit.

## * Ignored Work

Ignored work is any work unaccounted for in the semester, which means I have no record of you doing it or turning it in. If you believe you have submitted an assignment, but have not received a grade for the assignment after a week or so, please contact me so that we can investigate the issue. Even if you are a week late, it's better to turn work in as a missed assignment rather than ignoring it. At the end of the semester, grades for all ignored work will be converted to a 0.

## Academic Integrity

North Central holds its students to high standards of academic integrity in all areas of college life, including the distance education environment. Any form of academic dishonesty will not be tolerated and can have serious consequences, including automatic failure in the course and/or dismissal from the college. By taking any form of course assessment, you agree that:

- You are the person registered in this course who has participated in and will receive academic credit for this class, and will not receive unauthorized assistance from any other person or source during this assessment.
- Acknowledge that unauthorized sharing of information about an assessment with others is strictly prohibited and could result in serious consequences.

**By accessing assessments in this course**, you are acknowledging your compliance with North Central's standards of academic integrity and that any violation will be dealt according to the [Academic Dishonesty Process outlined in the North Central Student handbook](#).

## Accessibility Statement

In compliance with the Rehabilitation Act of 1973's Section 504 and 508, and the Americans with Disabilities Act of 1990, North Central's department of Learning Support Services (LSS) provides students with documented disabilities access to professional disability specialists, support staff, and specialized services. For more information about services provided or to request an accommodation for a disability, please [visit LSS on the web](#), on campus in Room 533 of the SCRC, or call 231-348-6682 from 8:30 am to 5 pm Monday –Friday.

## Copyright

All materials and content in this course were created by the instructor, unless otherwise specified.

## Student Appeals

North Central's student complaint and appeals processes begin with a student's direct communication with the faculty/staff member in an attempt to work together to resolve the matter. For complete information on North Central's student policies and processes regarding appeals & complaints, please see the [North Central Student Handbook](#).

## Subject to Change

All materials, assignments, and deadlines are subject to change. It is your responsibility to read course announcements and communications.

# Section 5: Grading

## Grades and Grading Scale

Grades in this course are based on the number of points earned.

| Category | Points Per Item | # of Items | Total for Category |
|---|---|---|---|
| Coding Assignments/Book Work | 10 (20 for final) | 9 | 100 |
| | | TOTAL: | 100 |

## North Central Letter Grades

The North Central letter grades corresponding to percentages achieved are:

| Letter | Points | Letter | Points |
|---|---|---|---|
| A | 1000-950 | C | 769-740 |
| A- | 949-900 | C- | 739-700 |
| B+ | 899-870 | D+ | 699-670 |
| B | 869-840 | D | 669-640 |
| B- | 839-800 | D- | 639-600 |
| C+ | 799-770 | E | 599 pts & fewer |

## Return of Graded Work

Grades will typically be posted within 1 week after the assignment's due date. Please allow additional time for return of essay grades – providing you with detailed and meaningful feedback is important to me. ***You will have one (1) week to make corrections to receive up to full credit.***

# Section 6: Student Resources/Support

## Brightspace Support Portal

If you are experiencing technical issues inside Brightspace or would like help in learning how to use Brightspace, please visit the Brightspace Help Portal by going to the Brightspace home page (where your courses are listed) and click "Find Answers Here" under *Got Brightspace Questions?*

**The Brightspace Support Portal offers 24/7/365 access to:**

- Live chat
- Phone support (1-877-325-7778)
- Email ticketing system
- Searchable database of solutions to common issues

*Note: The Brightspace Support Portal and the IT Help Desk cannot grant you access to course materials or assist you with accessing/retaking quizzes or viewing grades without my authorization.* If you have trouble accessing materials or experience an issue with tests in the course, please post to the General Questions discussion board first.

For other technical issues or questions, contact the IT Help Desk using the contact information listed below.

## IT Help Desk
Submit an IT Help Desk ticket through the "My Help Desk" button in your [student portal.](#) ADCL 63 231-348-6617 [helpdesk@ncmich.edu](#)

**Hours**
Monday – Thursday 8:30 am – 7 pm EST
Friday – 8:30 am to 5 pm EST
*Hours may vary – check the [North Central website](#) for up-to-date information.*

## Library
North Central's library staff can assist with learning how to use online databases, finding primary resources, using citations, navigating peer-reviewed sources, and more.

231-439-6345
Visit the [North Central Library](#) online [library@ncmich.edu](#)

**Hours**
Monday – Thursday 8:15 am – 9 pm EST
Friday – 8:15 am to 5 pm EST
Saturday – Noon to 4 pm EST
*Hours may vary – check the [North Central website](#) for up-to-date information.*

## Writing Center
The [North Central Writing Center](#) offers FREE writing help for all students. Services include developing writing ideas, guiding research, assistance with organization, coaching in grammar and punctuation, learning APA and MLA formatting, and more.

231-439-6345 ADCL
125 [writingcenter@ncmich.edu](#)

**Hours**
*Hours vary – visit the [Writing Center website](#) to make an appointment online.*

## Online and On-Campus Tutoring

Student Services offers online and on-campus tutoring in many subjects. For detailed tutoring information, visit the [tutoring area of the North Central website](#) or the Online Tutoring link on the left-hand menu of your course.

231-348-6693
Located in the SCRC

### Hours
Monday – Friday,  8:30 am – 5 pm EST
*Hours may change – check the [North Central website](#) for up-to-date information.*

## Advising & Financial Aid

To schedule an appointment with an advisor or to get assistance with financial aid, please contact Student Services at 231-348-6605.

### Hours
*Hours may change – check the [North Central website](#) for up-to-date information.*

## Complete Listing of Resources & Support

For a complete listing of student resources & support, please visit the [Student Services area of the North Central website](#), call 231-348-6605, or visit the Student & Community Resource Building on campus. The Student Services office is open Monday through Friday from 8:30 am to 5 pm EST.

**STUDENT SAFETY STATEMENT  - 8/17/2021**

**VACCINATION**

North Central Michigan College strongly encourages all students to become vaccinated against Covid 19, as the most effective known measure to mitigate serious illness.  Contact your local health department for vaccination clinics in your geographic location or your primary care physician for vaccination options.

**MASKING**

Those not fully vaccinated, are instructed to wear a mask over their nose and mouth while on the North Central Michigan Campus at all times.  Please know that for those fully vaccinated, there may be periods of time where you will be asked to wear a face mask for the safety of the campus community. *Currently, NCMC requires all students, regardless of vaccination status, to wear facemasks indoors until at least October 1, 2021.  This requirement may be extended at the discretion of the College.*

**OTHER BEST PRACTICES**

Practicing good hygiene, such as proper hand washing or hand sanitizing, socially distancing (at least 3 feet), staying home when ill and completing Covid 19 testing when you have symptoms (fever or chills, cough, shortness of breath or difficulty breathing, fatigue, muscle or body aches, headache, new loss of taste or smell, sore throat, congestion or runny nose, nausea or vomiting, diarrhea) or exposure to Covid 19, are shown to be effective methods to mitigate spread of the Covid 19 virus.

**COMPLIANCE**

If a high case load of Covid 19 occurs during any semester, North Central Michigan College will institute additional safety measures for the campus community. If such measures are instituted, you as a student must comply.

**SYMPTOMS and ILLNESS REPORTING**

Finally, you are instructed to stay home if you are sick or had close contact with a person with COVID 19 (within 6 feet for over 15 minutes). You are to contact your instructor to report that you are ill and will be absent. Your instructor will contact the North Central Michigan College's Chief Health Office. You will be directed on what measures to take (e.g. testing, isolation, working with the Northwest Michigan health department or quantitative) and be told when it is safe for you to return to campus by North Central Michigan College's Chief Health Office. In the meantime, work with your instructor to plan for missed assignments.

**PLEDGE**

Please review the Together as North Central Pledge on the North Central Michigan College Website: https://www.ncmich.edu/safety/together-as-north-central-pledge.html

We thank you in advance for taking all the steps listed above to keep yourself and those around you safe, as we work together to foster a healthy learning environment.

## Section 7: Course Schedule

| Week | Graded Activities | Due |
|---|---|---|
| **Week 1 thru Week 16** | Projects 0 - 8 | See assignment details |