

**Web Page Development – 20328– CIS 131 – 8C1**

**CIS 131 8C1– Fall 2020**

**September 8, 2020 thru December 14, 2020**

**ONLINE ~ 14 week course**

<b>Course Prefix</b>	<b>Course Number</b>	<b>Credit</b>	<b>Lecture</b>	<b>Lab Time</b>
<b>CIS</b>	<b>131</b>	<b>4</b>	<b>online</b>	<b>online</b>

Instructor: Pam Kouris

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**WEB PAGE – <http://www.oakton.edu/user/1/pkouris/>**

Textbook:

HTML5 and CSS

**Author:** Patrick Carey

**ISBN:** 978-0-357-10714-0

**Copyright Year:** 2021, 2017

**Publisher:** Cengage

**LEARNING**

(It is expected you will read and follow the syllabus. Changes to the syllabus may be made if necessary due to time constraints or the ability of the class. Any changes to this syllabus will be announced in class.)

**PREREQUISITE:**

CIS111 or concurrent enrollment in CIS111 and ability to manage files and folders using Windows OR consent of instructor or Program Coordinator.

**COURSE CATALOG DESCRIPTION**

Course introduces theoretical and hands-on instruction on the processes needed to create customized and interactive Web pages using HTML and Cascading Style Sheets (CSS). Content includes commands (tags) to create, format, and link documents; tables, graphics, styles, forms, multimedia (audio, video), navigation bar, introduction to scripting, and other features of a Web page and guidelines for designing effective Web pages and Web sites.

**OBJECTIVES**

Upon successful completion of this course, the student should be able to:

- Create web documents for Internet/intranet/extranet publication, incorporating text, organizational formatting, and design and including hypertext links, tables, graphics, styles, forms, multimedia and other webpage features
- Use Cascading Style Sheets (CSS) commands and techniques to layout and display web pages
- Demonstrate the use of a document tree and semantic markup
- Demonstrate the use of CSS selectors
- Demonstrate the use of cascade, specificity, and inheritance
- Demonstrate the use of color, numbers, percentages, units of length, URLs and keywords for CSS properties
- Create, modify, and display a Web page using various text editors
- Analyze web page layouts, design, and navigation
- Explain the relationship between the server operating system and web pages
- Publish a Web page on the Internet/intranet

- Develop Web site specifications, content, and prototype of a Web page for a client
- Customize, execute, and use a JavaScript
- Demonstrate the use of internal documentation in the HTML coding
- Explain copyright guidelines with reference to Web pages
- Explain new trends in webpage development
- Construct a customized website as a final project using the concepts learned in this class

## **ACADEMIC INTEGRITY**

Students and employees at Oakton Community College are required to demonstrate academic integrity and follow Oakton's Code of Academic Conduct. This code prohibits:

- cheating,
- plagiarism (turning in work not written by you, or lacking proper citation),
- falsification and fabrication (lying or distorting the truth),
- helping others to cheat,
- unauthorized changes on official documents,
- pretending to be someone else or having someone else pretend to be you,
- making or accepting bribes, special favors, or threats, and
- any other behavior that violates academic integrity

There are serious consequences to violations of the academic integrity policy. Oakton's policies and procedures provide students a fair hearing if a complaint is made against you. If you are found to have violated the policy, the minimum penalty is failure on the assignment and, a disciplinary record will be established and kept on file in the office of the Vice President for Student Affairs for a period of 3 years.

Please review the Code of Academic Conduct and the Code of Student Conduct, both located online at [www.oakton.edu/studentlife/student](http://www.oakton.edu/studentlife/student)

## **Sequence of Topics**

- A. World Wide Web Overview
  1. How the Web works
    - a. HTTP Server
    - b. Browser software
  2. Internet/intranet/extranet relationship
- B. Publishing on the Web
  1. Elements of a Web page
    - a. Text
    - b. Links
    - c. Images and multimedia
  2. Markup language - HTML
    - a. Structure vs. layout
    - b. Tags
  3. Types of HTML editors and converters
  4. Copyright issues
  5. History of HTML and its offshoots
- C. What Makes a Good Webpage Good

- D. Developing a Web presentation
  - 1. Defining Specifications
    - a. Objectives
    - b. Audience
    - c. Content
  - 2. Organization of content
  - 3. Web site mapping
- E. Web page design
  - 1. Style Guides
    - a. Text
    - b. (Optimizing) Graphics
    - c. Navigation
- F. Accessibility Standards for the web
- G. Creating web pages
  - 1. Overview of tools and techniques
    - a. Authoring software
    - b. Text editors
    - c. View source code
  - 2. Basics of HTML and document markup
    - a. Document Structure
    - b. Text Markup
    - c. Inserting images
    - d. Creating Links
  - 3. HTML 5.0 Tools and Concepts
    - a. Heading levels
    - b. Lists
    - c. Text styling
    - d. Special characters
    - e. Inline graphics and thumbnails
    - f. Links
    - g. Fonts
    - h. Web Table Layout
      - i. Image Maps
    - j. Deprecated Frame site structure conversion
    - k. <div> and <span> tags and create styles
    - l. Web Forms
    - m. Multimedia (audio and video)
    - n. Metatags
  - 4. Cascading Style Sheets
    - a. Applying a style sheet (Inline, Embedded, External)
    - b. Precedence, Specificity and Inheritance
    - c. Defining Color
    - d. Text Properties
    - e. Holder/Container tags
    - f. Selector Patterns
    - g. Backgrounds
    - h. Absolute vs. Relative Positioning
    - i. Drop shadows
    - j. Rotating an Object
    - k. Properties
  - 5. Graphics and their use
    - a. Graphic formats for the web
    - b. Finding and using existing graphics
- H. Publishing a Web page

1. Testing the Web page
  2. P: drive as the Web Server at Oakton
  3. Transferring files
    - a. FTP
    - b. Oakton Fileway
  4. Changing permissions
  5. Web hosting
  6. Promoting a Web site
    - a. Search Engine placement
    - b. Other options
  7. Absolute vs. Relative Paths
- I. XHTML
- J. Java Applets
- K. Introduction to JavaScript
1. Server-Side vs. Client-Side
  2. Programming logic
  3. Syntax
  4. Variables
  5. Script element
  6. Functions
- L. Trends and new topics
1. Web pages for mobile devices
  2. Interactivity & personalization
  3. Database connectivity
  4. Integrating social media tools effects
  5. Blogging on a web site presence
  6. MS tags or QR tags used to attract web visitors Paths

## OUTLINE OF TOPICS:

Class Session Weekly Start Date	Topic	Class Lab Work Will be viewed by Instructor at the end of each week. (All items must be completed in week 1 for week 1 or you will be dropped from this class!)
Sept 8 – Sept 14 <b>Week 1</b> starts Sept 8, Tuesday	<ul style="list-style-type: none"> <li>• Introduction</li> <li>• Course Overview and Requirements</li> <li>• Syllabi review</li> </ul> <p>The first week will be used to get the student acclimated to the all of the tools we will be using for this course. Student should have an understanding with using the following:</p>	<p>~Getting to know D2L (submit in Assignments in D2L)</p> <p>~ Getting to know Oakton Labs –(submit Assignments in D2L)</p> <ul style="list-style-type: none"> <li>• Fileway tips (Please read)</li> <li>• P: Drive Setup Assignment (submit in Assignments in D2L)</li> <li>• Download Notepad++ to your PC or text editor of your choice to your MAC.</li> <li>• <b>Practice Quiz</b> - (worth 10 points in D2L)</li> </ul> <p>~ <b>Post Discussion Question #1</b> Introduce yourself to the class. Here are some questions you can answer: Is this the first time you taken an online class? Have you taken other courses at Oakton? Why are you taking this class?</p>

	<ul style="list-style-type: none"> <li>-Oakton's drives specifically the P: drive</li> <li>-Fileway</li> <li>-D2L</li> </ul>	<p><b>~ Post Discussion Question #2</b>  Every student in this class will be building their own Web Site. Have you given any thought as to what you would like to have your Web Site/Final Project to be about?  This first week will be used to learn and understand all of the additional tools that will be used in this class.</p> <ul style="list-style-type: none"> <li>• D2L</li> <li>• Oakton's P: drive</li> <li>• Text editor – Notepad++ or Mac choice</li> <li>• Fileway - (The easiest way would be to open a new tab and then type: myfiles.oakton.edu)</li> </ul> <p>General DQ (no points for this one)</p>
Sept 15 – Sept 21 <b>Week2</b> starts Sept 15 Tuesday	<ul style="list-style-type: none"> <li>• History of web</li> <li>• Structure of html document</li> <li>• Define page title</li> <li>• Metadata</li> <li>• Organizing page content</li> <li>• Inline images</li> <li>• Symbols</li> <li>• Lists</li> <li>• Navigation lists</li> <li>• Links</li> <li>• Email link</li> </ul>	<p><b>~ Tutorial 1</b> – <i>Creating a Website for a Food Vendor</i> - pages 1-70</p> <p>Tutorial 1 that is all the finished files should be uploaded to your P: drive by the end of this week.</p> <p><b>~ Post Discussion Question #3</b>  What do you believe will be the most challenging part of this course? Can you recommend any strategies that will help other students?</p>
Sept 22 – Sept 28 <b>Week3</b> starts Jun 22 Tuesday	<ul style="list-style-type: none"> <li>• Getting started with CSS</li> <li>• History of CSS</li> <li>• Precedence</li> <li>• Inheritance</li> <li>• Apply colors</li> <li>• Selectors</li> <li>• Text styles</li> <li>• Font styles</li> <li>• Web font</li> <li>• List styles</li> <li>• Margins padding</li> </ul>	<p><b>Tutorial 2</b> – <i>pages 85-161</i>  <i>Designing a Website for a Fitness Club</i></p> <p><b>~ Post Discussion Question #4</b>  Do you think it is important to add comment coding to your html and CSS documents?</p> <p><b>~Planning your Web Site Project Assignment</b> (Submit in Assignments in D2L) (Covers requirement #1 on your final website project)</p> <p><b>EXTRA CREDIT opportunity-</b>  Computer Science Match (5 points)  Extra credit DQ (5 points for response)</p>
Sept 29 – Oct 05 <b>Week4</b> starts Sept 29 Tuesday	<ul style="list-style-type: none"> <li>• Style sheets</li> </ul>	<p><b>Tutorial 2</b> – <i>pages 85-161</i>  <i>Designing a Website for a Fitness Club</i></p> <p>Tutorial 2 that is all the finished files should be uploaded to your P: drive by the end of this week.</p> <p><b>~Post Discussion Question #5</b>  What is Meta data and why is it important?</p> <p><b>~Meta Data Assignment</b> Submit in Assignments in D2L) (Covers requirement #10 on your final website project)</p>

<p>Oct 6- Oct 12 <b>Week 5</b> <i>Starts Oct 6 Tuesday</i></p>	<ul style="list-style-type: none"> <li>• Designing Page Layout</li> <li>• Reset Style Sheet</li> <li>• Centering Block element</li> <li>• Floating</li> </ul>	<p><b>Tutorial 3-- pages 175- 261</b> <i>Creating a Web Site for a Chocolatier</i></p> <p>~ <b>Post Discussion Question #6</b> Using color properly on a web site sometimes can be a struggle for new web developers. Do you have any tips/resources to help those that struggle? Or are you having difficulty and are looking for help?</p> <p>~ <b>Style Sheet Assignment (Submit in Assignments in D2L)</b> <i>(Cover requirement #5, #6, #7 on your final website project)</i></p>
<p>Oct 13- Oct 19 <b>Week 6</b> <i>Starts Oct 13 Tuesday</i></p>	<ul style="list-style-type: none"> <li>• Grids</li> <li>• Positioning objects</li> <li>• Absolute &amp; relative pos.</li> </ul>	<p><b>Tutorial 3-- pages 175- 261</b> <i>Creating a Web Site for a Chocolatier</i></p> <p>Tutorial 3 that is all the finished files should be uploaded to your P: drive by the end of this week.</p> <p>~<b>Post Discussion Question #7</b> Have you ever used QRs? Do you like them or find little value in them?</p> <p><b>Quick Response/QR video</b></p>
<p>Oct 20 – Oct 26 <b>Week 7</b> <i>Starts Oct 20 Tuesday</i></p>	<ul style="list-style-type: none"> <li>• Figure box</li> <li>• Background image</li> <li>• borders</li> <li>• Text shadow</li> <li>• Gradients</li> <li>• opacity</li> <li>•</li> </ul>	<p><b>(Quiz #1 – Tutorials 1,2,3 Quiz should be taken by end of this week)</b></p> <p><b>Tutorial 4 – pages 273-347</b> <i>Creating a Graphic Design for a Genealogy Website</i></p> <p>~<b>Post Discussion Question #8</b> What is responsive web design? What things do you need to consider?</p>
<p>Oct 27 – Nov 2 <b>Week 8</b> <i>Starts Oct 27 Tuesday</i></p>	<ul style="list-style-type: none"> <li>• 2D and 3D transformations</li> <li>• Image maps</li> </ul>	<p><b>Tutorial 4 – pages 273-347</b> <i>Creating a Graphic Design for a Genealogy Website</i></p> <p>~ <b>Post Discussion Question #9</b> When do you think a copyright is worth it?</p> <p>~<b>Image Map Assignment (Submit in Assignments in D2L)</b></p>
<p>Nov 3 – Nov 9 <b>Week 9</b> <i>Starts Nov 3 Tuesday</i></p>	<ul style="list-style-type: none"> <li>• Media query</li> <li>• Browser viewport</li> <li>• Print style</li> <li>• Page sizes</li> <li>• Page breaks</li> </ul>	<p><b>Tutorial 5- pages 361-437</b> <i>Creating a Mobile Website for a Daycare Center</i></p> <p>~ <b>Post Discussion Question #10</b> Have you thought about a background image for your final web project? Do you think that by adding a background image it will help or hinder your own website design?</p> <p><b>Section 508 Assignment (Submit in Assignments in D2L)</b></p>
<p>Nov 10 – Nov 16 <b>Week 10</b> <i>Starts Nov 10 Tuesday</i></p>	<ul style="list-style-type: none"> <li>• Structure of web table</li> <li>• Table formatting</li> </ul>	<p><b>Tutorial 6 – pages 451-505</b> <i>Creating a Program Schedule for a Radio Station</i></p> <p>~ <b>Post Discussion Question #11</b> Did you learn anything new from the Section 508 assignment? Read Home Page Information</p> <p>~<b>Post Discussion Question #12</b> Some strongly discourage the use of tables for page layout. Do you disagree or agree with using tables for page layout?</p>

Nov 17 – Nov 23 <b>Week 11</b> <i>Starts Nov 17 Tuesday</i>	<ul style="list-style-type: none"> <li>Designing a Web Form</li> </ul>	<b>Tutorial 7- pages 517 - 586</b> <i>Creating a Survey Form</i> <b>(Quiz #2 – Tutorials 4,5,6- Quiz should be taken by the end of this week)</b> <b>~Post Discussion Question #13</b> Do you think providing the print style holds any value? How will you be using this on your Final Web Project?
Nov 24 – Nov 30 <b>Week 12</b> <i>Starts Nov 24 Tuesday</i>	<ul style="list-style-type: none"> <li>Introducing Multi-Media</li> <li>Audio</li> <li>Video</li> <li>Transitions</li> </ul>	<b>Tutorial 8 ~ 601-667</b> <i>Working with Sound, Video, and Animation</i> <b>~Post Discussion Question #14</b> What are the three audio formats supported by current browsers that support html5? Does using audio on a web site have any value? Will you be using any multimedia on your own Web Project?
Dec 1 – Dec 7 <b>Week 13</b> <i>Starts Dec 1 Tuesday</i>	<ul style="list-style-type: none"> <li>Introducing Javascript</li> </ul>	<b>Tutorial 9 – 681-739</b> <i>Getting Started with JavaScript – Creating a Countdown Clock</i> Can be uploaded to P: drive <b>for extra credit 15 points</b> <b>~ Post Discussion Question #15</b> What are your future plans in the area of Web Development?
Dec 8-Dec 14 <b>Week 14</b> <i>Starts Dec 8 Tuesday</i> <b>SHORT WEEK!</b>  <b>FINAL WEEK</b>	<ul style="list-style-type: none"> <li>All files that pertain to your Final Project should be uploaded into the appropriate folder on your P: drive</li> </ul>	<b>FINAL PROJECT NEEDS TO BE UPLOADED TO P: DRIVE By Saturday December 12- 8:00pm</b>  <b>~ Post Discussion Question #16</b> Please provide positive feedback on two of your classmates' web projects.  <b>~What trending in Web design? (Submit in Assignments in D2L)</b>

### **METHODS OF INSTRUCTION:**

- Weekly Tutorial Work posted to the P: drive (Tutorials 1-8)
- Additional Assignments (beg. labs, image map assignment, planning of your Web Site assignment, P: Drive, Style Sheets, Section 508 Assignment)
- Quizzes (1 practice quiz and 2 additional quizzes)
- Final Project your web site on the P: drive.
- Reading assigned material and working through tutorials.
- Posting to Discussion Questions (posting to original posting and then also to two of your classmates)

You are expected to complete all Tutorials each week they are assigned; this includes reading the assigned chapters, or any additional homework assigned.

### **GRADED ACTIVITIES:**

**Fall 2020 (14 weeks)**

#### **How grade is determined:**

16 discussion questions (4points each) total of .....	64 points
2 Beginning Labs. Getting to know D2L and Getting to know Oakton Labs.....	10 points
1 Get to know quiz.....	10 points
2 quizzes (25 points each) .....	50 points
1 Planning out your Website.....	10 points
1 Style Sheets Assignment.....	5 points

1 Image Map Assignment)	5 points
P: Drive Assignment	15points
Section 508 Assignment.....	25 points
Meta Data Assignment.....	5 points
Trending Assignment.....	6 points
Chapter/Tutorials Work placed in your P: drive.....	120 points
1 Web Site Project	70 points
1 Web Site Criteria for Final Project (Assignments).....	5 points
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GRAND TOTAL	400 points

### **How your grade is determined:**

90% – 100% = A  
80% – 89% = B  
70% – 79% = C  
60% – 69% = D  
Below 60% = F

Need minimum 360 points for an A  
320 points for a B  
280 points for a C  
240 points for a D  
Below 240 points = failure

### **COURSE PRACTICES REQUIRED**

In order to earn a passing grade (A, B, or C), you must (minimally) complete the two (2) quizzes, 8 Tutorial assignments, and six (6) additional assignments (Style Sheets, The P: Drive, Image Map and Web Site Planning, Trending assignment and Section 508 Assignment). Your final project you will be creating a Web Site, which will be saved on your P: drive. Your final grade will be based on your total (actual) points earned.

### **NOTE: Please Read!**

Each week you will be given a lab assignment, reading assignment and possibly an additional homework assignment. Assignments must be put in the appropriate folder in the Assignments to earn full credit. Completing the assigned Tutorials and saving them to your P: drive gives the student hands-on experience. To receive full credit, Tutorials must be completed and must be saved into your P: drive by the end of the week that the lab was assigned. Instructor will view Tutorial completion before the new week starts. You can still receive partial credit if labs are posted late but how late and circumstances along with Instructor discretion will determine the number of points that will be deducted.

### **OTHER COURSE INFORMATION:**

Quizzes have a specified date as noted on the syllabi. Missing a quiz date and doing take on another date, means that you have discussed with the instructor the reason for the missed quiz. Quizzes will be taken in D2L.

**Tutorials are due each week.** Late work needs to be discussed with instructor. Final Web Project cannot be LATE.

Final Web Project is a continual project in this class, students must also present their project for full credit on specified date. Labs will be put into the drop box in D2L when completed.

### **Instructional Materials:**

**E-Textbook.** On the first day of the course you will have direct access to the e-Textbook (i.e., the full electronic textbook) via our course web site. You are charged a DDA (Direct Digital Access) fee upon registration that includes access to the e-Textbook. Because you've already paid for it via your tuition/fees bill, you should NOT



purchase the textbook via other means. If you want to "opt-out" of the DDA program, or if you need more information, please contact [ddaoptout@oakton.edu](mailto:ddaoptout@oakton.edu).

Print version of the textbook. You also have the option of purchasing a low-cost loose-leaf print version of the text that would accompany your DDA electronic textbook access. *You must be in the DDA program to get this printed material*, should you want it. In other words, if you want this optional printed version don't "opt-out." The cost is roughly \$30. You can secure this printed version via the Oakton bookstore.

Text:

[HTML5 and CSS3 \(8th Edition\)](#)

**Author:** Patrick Carey

**ISBN:** 978-0-357-10714-0

**Copyright Year:** 2021, 2017

**Publisher:** Cengage

*Additional Software: Notepad++ (Free Download), use of Oakton P drive, Microsoft Word, D2L of TextWrangler for the Mac*

### **College Policy on the Observance of Religious Holidays**

Oakton Community College recognizes the broad diversity of religious beliefs of its student body.

To resolve conflicts that could arise from various observances, it is the College's practice that, when possible, examinations and major assignments should not be scheduled for these times. If exams or assignments must occur on a major religious holiday, students who inform instructors ahead of time of their intended absence will not be penalized. It is the responsibility of the student to inform his or her instructor(s) well in advance of intended absence.

### **College Policy on Disabilities**

If you have a documented learning, psychological, or physical disability you may be entitled to reasonable academic accommodations or services. To request accommodations or services, contact the Access and Disability Resource Center at the Des Plaines or Skokie campus. All students are expected to fulfill essential course requirements. The College will not waive any essential skill or requirement of a course or degree program.

## **TITLE IX STATEMENT**

Oakton Community College is committed to maintaining a safe campus environment emphasizing the dignity and worth of all members of the community; and complies with all Title IX requirements by state and federal law. For pregnancy- related accommodations, please see:

[http://www.oakton.edu/about/title\\_ix\\_pregnancy\\_parent/](http://www.oakton.edu/about/title_ix_pregnancy_parent/) For resources and support for victim survivors of sexual misconduct (including sexual harassment, sexual assault/rape, domestic violence, dating/intimate partner violence, and stalking), please see: [http://www.oakton.edu/about/title\\_ix\\_sexual\\_misconduct/](http://www.oakton.edu/about/title_ix_sexual_misconduct/) For resources and support for LGBTQ+ students, please see:

[http://www.oakton.edu/about/officesanddepartments/access\\_equity\\_div/lgbtq/index.php](http://www.oakton.edu/about/officesanddepartments/access_equity_div/lgbtq/index.php) If you have a name that may appear differently on the roster or have a preference for gender pronouns, please see me after class. This allows the instructor to use correct name and address them based on your preferences.

### **COMPUTER ACCESSIBILITY**

To complete your assignments outside of class, you may use any of the computer labs at Oakton at either the Des Plaines campus or Skokie campus or you may use a computer outside of Oakton if you have the appropriate software.

### **SOFTWARE AVAILABILITY**

Oakton Community College has partnered with the MSDNAA (Microsoft Developer Network) Academic Alliance to provide credit and non-credit students who are registered for CTIS (CIS and CAB) courses some of

Microsoft's software through the DreamSpark Premium program. The software may not be reproduced, redistributed, sold, rented, leased, or transferred to any third party including contractors, other students, other department's personnel, other companies, or consultants performing services. Any reproduction or redistribution of the software is prohibited by law, and may result in severe civil and criminal penalties.

Currently this software includes MS Visual Studio.NET 2013, Microsoft Office Access 2013, Windows 7 Professional, Windows 8.1 Professional, Project Professional 2013, and Microsoft Visio Professional 2013. DreamSpark Premium software is only available for Windows; to run Windows software on Mac OS X you will need to dual-boot or virtualize Windows. This service does not provide installation support, nor does Oakton. The software is downloadable and is free; however, if you want a CD, a minimal fee is charged. Other software is not available, but as a student you qualify for academic pricing on many software packages. Check with the Oakton bookstore or search for "academic priced software" on the web.

Please note that other than for Access 2013, Microsoft Office is NOT available through DreamSpark Premium. However, through a separate initiative called "Office in education", all of Microsoft Office (Word, Excel, PowerPoint, OneNote, Outlook, Publisher, and Access) is available to Oakton students for both Windows and Mac OS X. Sign up at <http://products.office.com/en-us/student/office-in-education> **Responsible Use of**

### **Computers and Information Technology**

All users of OCC's computer network are expected to act in a responsible and efficient manner consistent with the instructional, academic, and administrative goals of the college. Check Oakton's website at [http://www.oakton.edu/about/officesanddepartments/info\\_tech/policies/index.php](http://www.oakton.edu/about/officesanddepartments/info_tech/policies/index.php) or in the computer labs for policies and rules for responsible computer use. Lab assistants are available to assist you in the lab regarding general usage of software and hardware.

UNDER NO CIRCUMSTANCES IS ANY OF THE SOFTWARE USED AT OAKTON TO BE COPIED.

OCC has an extensive library of software that you will use for learning purposes. The software you are using in the computer lab is protected under the copyright laws of the United States and is licensed for your use at Oakton Community College. It is both unethical and illegal to make copies of it.

### **Weather-Related Closings**

Class cancellations or campus closings will be posted as noted below by 6 a.m. for morning classes and by 3 p.m. for late afternoon and evening classes.

In addition to the Oakton College Web site, weather-related class cancellations or campus closing updates are available:

- on a pre-recorded message at 847-635-1600 (press 8 when prompted);
- campus announcement on [myOakton](#);
- radio stations WBBM-AM 780 and WGN-AM 720;
- TV stations (CBS) 2, (NBC) 5, (ABC) 7, (WGN) 9, and (FOX) 32;
- [www.emergencyclosings.com](http://www.emergencyclosings.com).

The College will make every effort to resume classes as soon as possible after a major storm; however, safety will always be our first priority.

### **Emergency Situations**

Emergencies can occur at any time, without warning. Careful planning can help the Oakton community handle crises and emergencies with appropriate responses.

The succession of events in an emergency is not always predictable. The College community will receive vital information about actual procedures for any given emergency or disaster.

## **ACADEMIC ADVISING CONTACTS:**

Computer Applications for Business (CAB) Coordinator: Doris Gronseth, 847-376-7055  
or [dgronset@oakton.edu](mailto:dgronset@oakton.edu)

Computer Information Systems (CIS/WWW) Coordinator: John Stryker,  
[jstryker@oakton.edu](mailto:jstryker@oakton.edu)

Computer Networking Systems (CNS) Coordinator: Ed Gallagher: 847-635-1435 or  
[egallagh@oakton.edu](mailto:egallagh@oakton.edu)

Electronics and Computer Technology (ELT) Coordinator: Majid Ghadiri: 847-635-1909 or  
[mghadiri@oakton.edu](mailto:mghadiri@oakton.edu)

## **IMPORTANT DATES**

# Academic Calendar

### **Fall 2020**

#### **FALL REGISTRATION**

May 6 through first class meeting

#### **August 17**

Faculty return for fall 2020 semester.

#### **August 24**

Fall 2020 semester classes begin.

#### **August 31**

Last day to submit proof of residency, business service agreements and chargebacks/joint agreements

#### **September 7**

Labor Day holiday. College closed.

#### **September 21**

Last day to withdraw from 16-week courses and have course dropped from record\* (See [Withdrawal From Classes](#) for more information.)

#### **September 21**

Last day to change to audit for 16-week courses\*

#### **September 25**

Last day for filing Graduation Petitions

#### **September 28**

Incomplete (I) grades from summer 2020 semester for which faculty have not submitted final grades will become an "F" after this date.\*\*

#### **October 26**

Last day to withdraw with a "W" from 16-week courses; *Students will receive a grade in all courses in which they are enrolled after Oct. 26.*

#### **October 29**

College Learning Day (No daytime classes.)

#### **November 3**

Election Day. College closed.

#### **November 11**

Veterans Day holiday. College closed.

#### **November 18**

Registration opens for spring 2021 semester.

#### **November 26, 27**

Thanksgiving Recess. College closed.

#### **November 28, 29**

Thanksgiving Recess. No classes. College open.  
(Most offices closed.)

#### **December 15, 16**

Evaluation Days\*\*\*

#### **December 16**

Last day of student attendance

#### **December 21**

Winterim classes begin

**December 21**

Grading Day

**December 21**

Grades due

**December 24 - January 1**

College closed

*\*Consult the [Enrollment Center](#) for deadlines on classes meeting less than 16 weeks.*

*\*\*Students must make arrangements with individual faculty members regarding deadlines to submit required work for incomplete (I) grades.*

*\*\*\*Two days to be used for instruction, final student evaluations or culminating course activities. Classes not scheduled to meet on these days and classes which do not meet for the duration of a semester will ordinarily use the last class session(s) for instruction, final student evaluations or culminating course activities.*