The University of Texas at Arlington
Department of Communication
CTEC 2350-001: Introduction to Communication Technology
SYLLABUS

Instructor:	Chunke Su, Ph.D.
Class location:	FA 412
Time:	Tuesday/Thursday 12:30-1:50pm
E-mail:	chunkesu@uta.edu
Office Location:	FA 413B
Office Hours:	Tuesday/Thursday 2:00-3:00PM or by appointment
Office Phone:	817-272-7037
Course Website:	**http://webct.uta.edu**

This is a tentative syllabus. There may be changes to this syllabus if necessary. Changes will be announced in class or via email.

Course information:

This course introduces students to a basic understanding of the development of the Internet and Web-based technologies. Students will investigate the design, implementation, and use of communication technologies, and explore relevant sociological and economical issues. This course will also provide an introduction to essential elements of Web design, including using (X)HTML and CSS, developing site structure, and assessing Web usability.

Course modules:
Module 01- History of the Internet
Module 02- Internet and Web technologies
Module 03- Web search & Internet security and privacy
Module 04- Skills: (X)HTML and CSS
Module 05- Skills: XML and RSS
Module 06- Skills: Workflow of Web design
Module 07- Group-led discussion: Web navigation and architecture
Module 08- Group-led discussion: Web writing
Module 09- Group-led discussion: Product information on the Web
Module 10- Group-led discussion: Technology use on the Web

Course readings:

Required textbook:
Prioritizing Web Usability, by Nielsen & Loranger, © 2006, New Riders.

Additional readings:
Additional readings will be available on the course web site.

Student Learning Outcomes:

The goal of this course is to help students:
- Grasp a basic understanding of the Internet and Web-based technologies and their relations to social practices;
- Acquire hands-on experiences in Web design by using XHTML and CSS;
- Learn to evaluate and critique the usability of the Web;
- Work as an "aware" team member.

Course Evaluations:

4 Technology assignments	350 pts (50, 100, 100, 100 pts)
4 Quizzes	200 pts (50 pts each)
Mid-term exam	200 pts

Group-led discussions	50	pts*
Web design project	200 pts	
Total	1000 pts	

Graded based on group performance and individual contributions. After completion of the group assignments, group members will evaluate each other's contribution to the group project. If two or more members in your group report that your effort is below 100%, and you do not have proof of a valid medical excuse or extenuating reason, your grade will be reduced accordingly.

Detailed information and guidelines for technology assignments, mid-term exam, group-led discussions and web design project will be given in class and posted on the course website. Students will be provided with a study guide and in-class review session before the exam.

Grading
The grades will be determined according to the following scale:

Points	Grade
900 - 1000	A
800 - 899	B
700 - 799	C
600 - 699	D
Below 600	F

Course Schedule:

	Tuesday	Thursday
Week 1		August 26 Introduction, syllabus, class overview and course web site
Week 2	August 31 Module 1: History of the Internet	September 2 Module 2: Internet and Web technologies
Week 3	September 7 **Quiz 1** Module 3: Web search and Internet security and privacy	September 9 Module 4: X(HTML) and CSS - Introduction Tech Assignment 1
Week 4	September 14 Module 4: X(HTML) and CSS - Introduction	September 16 **Quiz 2** Module 4: X(HTML) and CSS - Typography
Week 5	September 21 **Tech Assignment 1 due by 2pm** Module 4: X(HTML) and CSS - Navigation and Information Architecture	September 23 Module 4: X(HTML) and CSS - Navigation and Information Architecture
Week 6	September 28 Tech Assignment 2	September 30 Module 4: X(HTML) and CSS - Page layout
Week 7	October 5 Module 4: X(HTML) and CSS - Page layout	October 7 **Quiz 3** Module 4: X(HTML) and CSS - Forms Mid-term review
Week 8	October 12 **Mid-term Exam** **Tech Assignment 2 due by 2pm**	October 14 Tech Assignment 3

Week 9	October 19 Instructions for group-led discussion and web design project Tech Assignment 3	October 21 Module 5: XML & RSS
Week 10	October 26 **Tech Assignment 3 due by 2pm** Module 5: XML & RSS Tech Assignment 4	October 28 **Departmental activity:** **Communication Day**
Week 11	November 2 **Quiz 4** Group work day	November 4 **Tech Assignment 4 due by 2pm** Module 6: Workflow of web design
Week 12	November 9 Module 6: Workflow of web design	November 11 Module 6: Workflow of web design
Week 13	November 16 Group-led discussion: Module 7: Web Navigation and Architecture	November 18 Group-led discussion: Module 8: Web Writing
Week 14	November 23 Group-led discussion: Module 9: Product Information on the Web	November 25 **Thanksgiving break**
Week 15	November 30 Group-led discussion: Module 10: Technology use on the Web	December 2 Web design work day
Week 16	December 7 **Web design presentations**	December 9 **Web design presentations** **Peer evaluation**
Final Exam Week	December 14, 11AM **Web design project due**	

Course Communication:

All course-related information will be posted on the course website. Students may contact the instructor via email, office phone or in-person. Please begin your email subject heading with "CTEC 2350" to ensure instructor's prompt attention.

Important course-related information such as announcements and reminders will be primarily communicated to students via email on UTA domains. Students are required to check their UTA email at least twice a week. Students are responsible for seeking help from the OIT help desk if they have problems accessing their UTA email accounts.

Course Policies:
Make-Up Policy:

Quizzes and the mid-term exam must be taken during the scheduled exam time. A make-up quiz or exam can only be taken if the student presents proof of a valid medical excuse or extenuating circumstance. Medical excuses and extenuating circumstances will be verified and judged as warranting a special case by the instructor. If you have to miss an exam, you have to inform the instructor before the exam time to be considered to take a make-up exam. There is NO extra credit assignment or test for this course.

No make-up will be granted for student-led discussions and group presentations. All make-up exams will be scheduled in the final exam week.

Attendance Policy:
You are expected to be present for all classes. Your attendance may be recorded. However, your grade will not be adjusted for your attendance record.

Drop Policy:
It is the responsibility of the student to initiate the drop process. Please see the University academic calendar for the last day to drop classes.

Americans with Disabilities Act:
The University of Texas at Arlington is on record as being committed to both the spirit and letter of federal equal opportunity legislation; reference Public Law 92-112 - The Rehabilitation Act of 1973 as amended. With the passage of federal legislation entitled *Americans with Disabilities Act (ADA)*, pursuant to section 504 of the Rehabilitation Act, there is renewed focus on providing this population with the same opportunities enjoyed by all citizens.

As a faculty member, I am required by law to provide "reasonable accommodations" to students with disabilities, so as not to discriminate on the basis of that disability. Student responsibility primarily rests with informing faculty of their need for accommodation and in providing authorized documentation through designated administrative channels. Information regarding specific diagnostic criteria and policies for obtaining academic accommodations can be found at www.uta.edu/disability. Also, you may visit the Office for Students with Disabilities in room 102 of University Hall or call them at (817) 272-3364.

Academic Integrity:
It is the philosophy of The University of Texas at Arlington that academic dishonesty is a completely unacceptable mode of conduct and will not be tolerated in any form. All persons involved in academic dishonesty will be disciplined in accordance with University regulations and procedures. Discipline may include suspension or expulsion from the University.

"Scholastic dishonesty includes but is not limited to cheating, plagiarism, collusion, the submission for credit of any work or materials that are attributable in whole or in part to another person, taking an examination for another person, any act designed to give unfair advantage to a student or the attempt to commit such acts." (Regents' Rules and Regulations, Series 50101, Section 2.2)

Student Support Services Available:
The University of Texas at Arlington provides a variety of resources and programs designed to help students develop academic skills, deal with personal situations, and better understand concepts and information related to their courses. These resources include tutoring, major-based learning centers, developmental education, advising and mentoring, personal counseling, and federally funded programs. For individualized referrals to resources for any reason, students may contact the Maverick Resource Hotline at 817-272-6107 or visit www.uta.edu/resources for more information.

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