



# Overview 1

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## Notes for students

Reminder: Did you check your TC WebMail? Did you check the Quarantine folder?

Reminder: Did you read the Orientation section of this book?

*(Yes, there IS something due at the end of the overview, read on for info):*

This document will explain how IMED 1316, Web Page Design I, works.

You should be an independent learner to be successful in this class, or at least have the discipline to take responsibility for getting tasks done on time.

Whether you take this class online or in a traditional setting, both are IDENTICAL, as far as content, expectations, time required, and due dates go.

About the only difference is that on-line students have to read the lecture; however please note that videos of my demos are on the class website so all may 'watch' critical skills, too.

So, to keep both the online and on-campus students completely even on timing and effort, please note the following:

- You are expected to log into D2L on a regular basis.  
You may work ahead, finishing up multiple weeks at a sitting if you like, but at a minimum:  
you must check your email daily  
and log into D2L weekly.
- On-campus students have a sign in sheet; online students prove your attendance by logging in and posting in the D2L Discussions area
- Labs 1-9 are due Friday nights, at 11:59 (midnight) for both on-campus and online students.
- Tests 1-3 are taken in D2L and are timed, for both on-campus and online students.
- IMPORTANT: It would not be fair to give on-line students longer to prepare for a test than their on-campus buddies, so online students have the same deadline as the on-campus students, typically Tuesdays at noon.  
Online have the option of doing the test early, but recall from the syllabus that I don't tolerate missed deadlines.
- The capstone lab, lab 10, is required; you will start in the middle of the semester, and you will have more than two weeks to work on it at the end of the semester...  
but note that the due date is typically in the middle of Week 15.  
Check class web site and D2L for exact due dates.

- The final exam is required. There are three parts to the final exam, one part is similar to Test 1, one part is similar to Test 2, etc. The on-campus students only get two hours to take all three parts of the final, so online students are expected to finish all three parts within two hours of starting the first portion.
- The college sets the schedule for when on-campus students must take the final. You are expected to finish your Final at the same time, though again, you may take the tests early.  
Check class web site and D2L for exact due dates.

These rules are not arbitrary. After many years of teaching traditional and on-line classes, I know the best way to finish a class is not to get behind.

Finally, I have several lab periods on campus where students may drop by for help. You are always welcome to come to the lecture or drop in for lab if you are near campus. If not, please make sure you email me if you encounter any issues!

### **Web Resources**

Collins IMED 1316 Course Web Site

FAQ

Announcements

Sitemap

Free software downloads

<http://www.templejc.edu/dept/cis/CCollins/IMED1x16/index.html>

Temple College Course Management: Desire2Learn (D2L) Sites

Using D2L

<http://www.templejc.edu/elearn/DEtour/d2l.htm>

Temple College Desire2Learn Login

[https:// templejc.desire2learn.com/](https://templejc.desire2learn.com/)

Temple College WebMail Sites

Using WebMail

<http://www.templejc.edu/elearn/DEtour/mail.htm>

Temple College WebMail Login

<http://mail.templejc.edu/>

## Lab Procedures

### General Lab Directions

Note: There is not enough time in lecture to cover all the material; read your book BEFORE you begin the lab

Note: Typically labs will require you to invest some time in the lab, outside of class lecture hours

•Note: Please read any related overview material before continuing with your lab

Check with your Instructor for due date, typically Friday, 11:59PM  
(Check class web site announcements, or D2L)

•**NOTE:** Do NOT use CAPITAL letters OR spaces in file names.

•Most labs have 3 parts:

Part 1 (HTML tag & attribute documentation... how you use HTML),

Part 2 (Web Activity, where you make web pages),

and

Part 3 (Hands On Q&A, about the lab activity)

Typically, the documentation and 'Hands On Q&A' grade is generated by taking a quiz based on questions presented in the lab.

So, to get the best score, fill out the lab documentation and 'Hands On' items first, and complete. **Then** take the lab quiz in Desire2Learn (D2L)

You may, of course, submit electronic copies of all your notes along with your web pages.

**You MAY use any notes you have when taking lab quizzes (but NOT for TESTS)**, and you may take as long as you want on the quiz, just don't **submit** the quiz until you are finished.

(Again, it is different for tests, where there IS a time limit.)

Part One: Documentation, learn what the tags and attributes do (usually 30%)

I suggest you write down your answers, but these aids are for your benefit; while using them may improve your score, you **don't have to** turn them in.

Part Two: Activity, create or modify a web page to practice the new tags and attributes (usually 40%)

When finished, you will zip the folder that holds all files required, and submit in the Desire2Learn (D2L) dropbox.

Instructions on how to zip files are included at the bottom of each lab, the class website version of the lab also include a link to a video on how to zip.



Part Three: 'Hands On' Questions, to evaluate your understanding of the whole lab

(usually 30%)

These questions again help prepare you to take the lab quiz Desire2Learn (D2L).



### Dropbox directions

1. Choose the class for which you want to drop off an assignment.
2. Find the Dropbox tool, click on it.
3. Choose the appropriate Dropbox folder, click on it.
4. Choose [Add a File], then choose [Browse]; you may need to choose (My) Computer first
5. Find the file that you would like to upload and click open, then choose [Upload]
6. Type in a short description or comment about the file, if you like.
7. Select [Add] for any additional files that may be pertinent, and repeat
8. After your files have been selected, click [Submit]. (To upload and submit you will always click at least twice)
9. Some files may take a long time to upload (especially if there are graphics in the file).

Did my file get through?

1. Go to the Dropbox tool
2. Click the number under Submissions
3. All of the assignments that have been submitted will be listed.

See <http://www.templejc.edu/elearn/DEtour/d2l.htm> for additional information on how to use the Quizzes and Dropbox features.

## Overview 1 activities

(If referring to the class web site version of notes and labs, please note that many of those pages are linked to related pages. Some of these links continue the topic, some of the links are for optional, additional information, but some links refer to pages you have already read... those links are there not to force you to re-read a page you have already seen, but simply for easy access to something related, IF you need a reminder, for examples, etc.)

- Read Orientation
- Read Overview 1
- Update your profile in Desire2Learn (D2L)  
See <http://www.templejc.edu/elearn/DEtour/d2l.htm> for help

## What's due at the end of this overview

Submit by 11:59 pm, Friday, of the current week  
(Check class web site announcements, or D2L)

- MUD 1 (My Understanding, Details)  
Respond in the class D2L Discussion forum to the following:  
What topics, if any, during this time frame do you feel very comfortable with?  
Why?  
What topics, if any, during this time frame do you not feel comfortable with?
- Participation Discussion 1  
Respond in the class D2L Discussion forum to the following:  
Please Introduce yourself to the class



See <http://www.templejc.edu/elearn/DEtour/d2l.htm> for help

Start reading Overview 2