WAYLAND BAPTIST UNIVERSITY
DIVISION OF EDUCATION
Online Campus, Main WBU Campus

University Mission: Wayland Baptist University exists to educate students in an academically challenging, learning-focused and distinctively Christian environment for professional success and service to God and humankind.

Course Number and Title: EDIT 5345 Web Applications, VC01

Instructor: Dr. Dave Stamper
Phone: 210-916-3745 (during day) after 6:00 PM (210) 210-332-3484 (emergency only)
Email: David.stamper@wayland.edu or david.stamper1954@att.net

Prerequisites: This is a computer software skills course in website creation, web applications, web design and multimedia presentation that incorporates critical thinking and problem solving in the development of the skills.

Class hours: Scheduled via IM or by phone call (see below for more **on assistance**)
Room: Online

Course Description: Skill-building in how to use and teach web applications to instruct, solve problems and communicate based upon ISTE NETS-T standards. This course will have you make web pages with a Web Page editor program (your choice, prefer Dreamweaver. You will do some pre-Web page development activities prior to completing your web page, such as making graphics. Under Google, you will successfully establish a Gmail account, and use additional Apps, again your choice.

Resources: Software:

Google Applications
Microsoft Expression Web 4, or Adobe Dreamweaver for web HTML designing

Required Textbooks:

Google Apps For Dummies [Paperback] Ryan Teeter (Author), Karl Barksdale (Author) I SBN-13: 978-0470189580

Adobe Photoshop Creative Cloud Comprehensive, Joy L. Starks (Author) ISBN 978-1-305-26723-7, Cengage Learning

Competency Outcomes:
TECHNOLOGY APPLICATIONS STANDARDS FOR ALL BEGINNING TEACHERS

Standard I. All teachers use technology-related terms, concepts, data input strategies, and ethical practices to make informed decisions about current technologies and their applications.

Standard II. All teachers identify task requirements, apply search strategies, and use current technology to efficiently acquire, analyze, and evaluate a variety of electronic information.

Standard III. All teachers use task-appropriate tools to synthesize knowledge, create and modify solutions, and evaluate results in a way that supports the work of individuals and groups in problem-solving situations.

Standard IV. All teachers communicate information in different formats and for diverse audiences.

Standard V. All teachers know how to plan, organize, deliver, and evaluate instruction for all students that incorporates the effective use of current technology for teaching and integrating the Technology Applications Texas Essential Knowledge and Skills (TEKS) into the curriculum.

Computation of final grade: Explained in Course Requirements

University Grading System:

A	90-100	**Cr**	For Credit*
B	80-89	**NCR**	No Credit
C	70-79	**I**	Incomplete**
D	60-69	**W**	Withdrawal
F	below 60	**X**	No grade given
		IP	In Progress

* A grade of CR indicates that credit in semester hours was granted but no grade or grade points were recorded.

**A grade of incomplete is changed if the deficiency is made up by the end of the next regular semester; otherwise, it becomes F. This grade is given only if circumstances beyond the student's control prevented completion of work during the semester enrolled and attendance requirements have been met.

Attendance Policy: Students are expected to make class attendance with punctuality a priority. More than 25% of class time missed will result in a grade of F. Students are encouraged to communicate promptly with the professor and/or classmates in case of an unavoidable absence in order to keep pace with the requirements of the course. Absences due to school activities require advance notice from the student and school sponsor. Percentage points will be deducted from the final accumulation of points for each unexplained or inexcusable absence. An example of an unexcused absence is oversleeping. You are training to be a professional. If you wouldn't use the excuse for your boss/principal, don't use it as excuse for your absence from this class. You will never be better as a teacher than you are a student.

Assignments: All assignments are to be completed. I wouldn't assign them if I didn't want you to do them. If corrections are required, I will show you how to make corrections and ask you to make the corrections and submit the assignment again. If you do all the assignments to my expectation, you will receive an A. I will post individual assignments weekly and expect it to be loaded to the digital dropbox within 7 days from the assignment.

Note: Any student who, because of a disabling condition, may require some special arrangement in order to meet course requirements should contact the instructor as soon as possible to make necessary accommodations.

Additional Explanation of Course Parts

As you may be able to discern from the course title, this course will consist of using and manipulation various Internet and web applications; these also include those applications where we work with graphics (the critical element of an effective HTML page.

Besides the online assessment (Midterm/Final), the areas of concentration include 4 distinct, yet interrelated areas:
1) Web and HTML page planning
2) Preparing Web Graphics
3) Making HTML Pages
4) Other Applications

1. **WEB PAGE PLANNING (TOTAL POINT VALUES 175**)
   *Word Products to Support Web Page Planning

Ex #	Description	Points
1	**Needs Assessment for Web and Apps**	**75 pts**
Needs Assessment Worksheet (Word)-Ex-NA1, You will develop a rationale for developing this website and using Apps (see Ex Sheet #1)		
2/3	**PLANNING BOARDS**	**100 pts**
	Total Possible pts	**175 pts**

*These are listed with Exercise grade sheets both in Drop Box and also at end of this syllabus.

You will use MS Word to construct three separate sets of documents:
EX 1:   1a- Needs assessment as to why you are making web pages – 75 points
EX 2:   2a: HTML planning page for 1-page HTML (see template) -20 points
EX 3:   3a-3d HTML planning pages for 4-page 1 worth 20 pts@ for a total of 80 points

2. **PREPARING GRAPHICS OF USE ON THE WEB (TOTAL POINT VALUES 150)**
   GRAPHIC EXERCISES:

Ex #	Description	Points
4	**Graphic (Using Clipart) Development LOGO**	**50 pts**
5	**Graphic (Graphic downloaded from Web & PowerPoint) Development**	**50 pts**
6	**Photo**	**50 pts**
	Total Possible pts	**150 pts**

You will use a graphic editor (Photoshop or your choice) to edit graphics with specific specifications, because graphics are the second component of a web page, and often what separates HTML pages from just text (and of course, the other part of pages, HYPERLINKS). Exercise 4 will be simply taking some clipart and turning into your potential web logo. The next graphic will be to download from Internet and then upload into Power Point. Finally, you will upload a photo.

3. Making Web Pages (300 points)

Using an HTML editor such as Dreamweaver or Web Expression, you will first make a 1 pager, then later, expand this to a small 4 page web.

Web Page Development Exercises Point System:

Ex #	Description	Points
7	One Page HTML	100 pts
8	Four page HTML	200 pts
	Total Possible pts	300 pts

4. Other Application (150 points)

Web APPs*

Ex #	Description	Points
9	Using Gmail	100 pts
10	Using Other Google Apps (50points@)	50 pts
	Total Possible pts	150 pts

- Establish a Gmail account
- Requires additional app, describe how you plan to use plus a screen shot of the App.

This course has other application than just making HTML pages. You used other applications to make graphics such as Photoshop. So, other than setting up a GMAIL account, you will select one additional web-Internet application (could be under Google Apps).

5. Online Assessment (Midterm/Final for 200 points)
Online Assessment/WBU Blackboard
Please note: tests come from Power Points in class and textbook. We will review prior to each exam, week 4 and week 11.

Test 1 (Midterm)	PPTs & Book Chapters 1-9 Dummies	100 pts
Test 2 (Final)	PPTs & Book: 10, 13, 14, 15, 17, 18 19 Dummies	100 pts

6. Discussion Board (25 points)

You will go online using Blackboard Discussion Board (25 points)

COURSE EVALUATION SUMMARY:

Category	Point Value	Percentage
Planning for Website (NA +HTML Planning Sheets)	175	17.5
Graphics for Web	150	15
HTML 1-page + 4 Page Web	300	30
Using Web Aps (Gmail + 1)	150	15
Discussion Board	25	2.5
Tests (1 & 2@ 100 pts each) Online Assessment	200	20
	1,000	100%

*Participation will include 5 class meeting + one online post!

#Note: all web products must be in HTML. You can use whatever editor you would like(preferably Expression Web, available in classroom; however, the web pages must be in HTML, and cannot accept a .PDF format (Microsoft Publisher makes web pages but they save in .PDF) because .PDF do not allow interactivity!

EDIT 5345 WEB APPS FLOW CHART

1. PLAN FOR APP	2. GRAPHICS DESIGN	3. HTML PAGES
4. OTHER APPS	5. EXAMS	

Plagiarism

"Plagiarism — The attempt to represent the work of another, as it may relate to written or oral works, computer-based work, mode of creative expression (i.e. music, media or the visual arts), as the product of one's own thought, whether the other's work is published or unpublished, or simply the work of a fellow student.

When a student submits oral or written work for credit that includes the words, ideas, or data of others, *the source of that information must be acknowledged through complete, accurate, and specific references*, and, if verbatim statements are included, through use of quotation marks as well. By placing one's name on work submitted for credit, the student certifies the originality of all work not otherwise identified by appropriate acknowledgements. *A student will avoid being charged with plagiarism if there is an acknowledgement of indebtedness.* Examples include:

1. Quoting another person's actual words.
2. Using another person's idea, opinion, or theory, even if it is completely paraphrased in one's own words.
3. Drawing upon facts, statistics, or other illustrative materials — unless the information is common knowledge.
4. Submitting a paper purchased from a term paper service as one's own work.
5. Failing to accurately document information or wording obtained on the World Wide Web.
6. Submitting anyone else's paper as one's own work.
7. Violating federal copyright laws, including unauthorized duplication and/or distribution of copyrighted material.
8. Offering, giving, receiving or soliciting of any materials, items or services of value to gain academic advantages for yourself or another."

Source: http://www.wbu.edu/academics/academic_resources/writing_center/resources/plagiaraism.html

Additional help/assistance:

You can call me at work from 7:00 AM to 4:00 PM, Monday - Friday at (210)-**916-3745 (BAMC**) or after 9:00 PM and on weekends at **210**-**332-3484**

E-mail: DAVID.STAMPER @WAYLAND.WBU.EDU;**david.stamper1954@att.net**
Work: david.h.stamper2.civ@mail**.mil** **(Emergency only)**

TEXTBOOK: Reading Order (BEST ORDER FOR COGNITIVE AWARENESS)

	Test 1		Test 2
#	**CHAPTER DESCRIPTION**	**#**	**CHAPTER DESCRIPTION**
1	**Photoshop Editing Photo**	**11**	**Photoshop Enhancing Photos**
2	**Intro to Google Apps**	**12**	**Way Around Google Docs Home**
3	**Signing up for Google Apps**	**13**	**Google Presentations**
4	**Start Page**	**14**	**Dashboard**
5	**Connecting to Gmail**	**15**	**Start Page Configuration**
6	**Tools**	**17**	**Tweaking Your Apps**
7	**Contact Lists**	**18**	**Ten Solutions**
8	**Chatting**	**19**	**Ten More Apps**
9	**Filling Your Calendar**		
10	**Sharing Calendar**		

EXERCISES (DUE MONDays PRIOR TO MIDNIGHT)
All assignments are due at the beginning of class or sent via email prior to class

Week 2	**Exercise #1 Turn-In**
Week 3	**Exercise #4 GRAPHIC 1**
Week 3	**Exercise #5/6 GRAPHIC 2 and 3 Turn IN**
Week 4	**Exercise #9 Setup Gmail account, sent email to instructor**
Week 5	**Exercise #2, PLANNING BOARD for HTML 1 PAGER**
Week 6	**Exercise 7, 1-page html**
Week 7	**Turn in #3 Planning boards for 4 page web**
Week 8	**Exercise 8, 4-pager**
Week 9	**Exercise 10 Turn in description of App + Screen shot**

Tests (Take in Lieu of Class)
All assignments are due at the beginning of class or sent via email prior to class

Week 5	**Go Online and Take Midterm**
Week 9	**Go online and Take Final**

WEEK #	Tasks and Homework

WEEK #	**Tasks and Homework**
1-	**Discuss Course Overview**
	Weekly Activities
2-	**Exercise #1 Needs Assessment (WORD doc)/** **Turn-In (Due Beginning of class,** or email prior, **HOMEWORK: READING: DUMMIES**Chapters 1-3 **PHOTOSHOP:** PS1-PS72
	Weekly Activities: Lessons
3	**Exercise #4 Exercise #5 & 6 Turn In prior to class** or email **HOMEWORK: READING: DUMMIES** Chapters 4-5 **PHOTOSHOP:** PS269-PS319
	Weekly Activities: Review for Midterm
4	**Exercise #9 Establish a Gmail account, sent an email to instructor.** **HOMEWORK: READING: DUMMIES**Chapters 6-9 **PHOTOSHOP:** PS539-PS553
	Weekly Activities: Review for Midterm
5	**Exercise #2 HTML Planning Templates, 1 Turn-In** *Review for Test 1*
6 NO CLASS 30 Jun 16	**MIDTERM availability: Available during this class timeframe** **MIDTERM (Expression: C1+ Lesson Notes) Note: All tests are online.** **They are multiple choice format. 20 Questions, you will have 60 minutes (average 3 minutes per question). Recommend you complete the test review prior to attempting the test. Once you submit the answer, you cannot go back.**
	Weekly Activities: 12
7	**Ex#7: One-pager HTML** **HOMEWORK: READING:** Chapters 10,13, **Turn-in 4a 4 pages of Planning Template**
	Weekly Activities: 12
8	**#3 4 pager HTML HOMEWORK: READING**: **Chapters 14-15, 17**
	Weekly Activities:
9	**HOMEWORK: READING**: **Chapters 18-19**
	#10 Turn in App description and screen shot;
	Weekly Activities**: FINAL REVIEW
10 Test	**FINAL availability: (Book + Lesson Notes Blackboard) Note: All tests are online. They are multiple choice format. 20 Questions, you will have 60minutes (average 3 minutes per question). Recommend you complete the test review prior to attempting the test. Once you submit the answer, you cannot go back.**

**Lessons Notes consist primarily of Power Points (online on WBU's Blackboard) which explain Apps and Web Pages

10 Computer Exercises

EDIT 5345 Exercise #1 Needs Assessment
(Needs/Data Analysis)

Name:		Date:

Pts Possible:	**75**	Pts Attained	

Situation: Your company (or school) has a problem with sales (or requests for services). As the company's director of sales/marketing/or recruiting, you have to come up with a way to increase sales or request for services. The CEO has heard a lot of about using the Internet. He plans to send you to take a course in designing web pages. This course will use the Web Expression 2. But before you get started, you will perform a needs assessment.

1. **Description of your organization (30 PTS)**

2. **Information for your Text** ((using Word documents, where do you plan to import text from? **(15 PTS):**

3. **Pre-Planning Analysis (30 PTS)**

   A. Web design goal: Given your organization described above, why web?(15)

   B. Plan of attack: building web site(15)

In web page development, once you have completed your design which would include a needs assessment to determine the type of web page desired.

Once the actual determination for the learning objectives is complete, it is now time to determine how you would like to display your web learning materials. Used for years in movies, video, cartoons, etc., a good way to complete this "layout" is through using a storyboard (above is a template, I have developed which has served me well). In theory, you will have a single storyboard for every web page. In reality, web developers may begin with storyboard, but due to experience, they may use shortcuts. Shortcuts are not avisable for web educational designers, since you can review them for accuracy and are they meeting you lesson goals.

(100 points) HTML Planning Boards for Web (1 pager + 4 pager)

EX 2: 1 Pager Board (20 Points):
☐ Yes (20) ☐ No (0) ☐ ☐ ☐

EX 3a Page 1 of 4 Boards (20 Points):
☐ Yes (20) ☐ No (0) ☐ ☐ ☐

EX 3b Page 2 of 4 Boards (20 Points):
☐ Yes (20) ☐ No (0) ☐ ☐ ☐

Ex 3c Page 3 of 4 Boards (20 Points):
☐ Yes (20) ☐ No (0) ☐ ☐ ☐

EX 3d Page of 4 Boards (20 Points):
☐ Yes (12.5) ☐ No (0) ☐ ☐ ☐

Exercise #2 (One Page for each HTML)
Storyboard Template Form 1.
**See second page for explanation
20 Points Total

Name:	
Date:	
Pts Possible:	**20 each HTML PAGE**	**Pts Attained**	

Note: Xerox: One template for each page (can use for 1 and 4 pages

minimum to include menu page!)

Lesson title [_____] **Sequence number** [_____]

Visual: (Describes how you would display graphic; its location, special background etc)

Graphic Description

Text Description: (Style, size, color, etc)

Branching:

Previous		Next		Variable	

Files required: graphic_____ page _____

Exercise #3a (One Page for each HTML)
Storyboard Template Form 1.
**See second page for explanation
80 Points Total/20 points each page

Name:	
Date:	
Pts Possible:	**20 each HTML PAGE**	Pts Attained	

Note: Xerox: One template for each page (can use for 1 and 4 pages

minimum to include menu page!)

Lesson title [   ]   **Sequence number** [   ]

Visual: (Describes how you would display graphic; its location, special background etc)

_____

_____

_____

_____

_____

_____

Graphic Description

_____

_____

Text Description: (Style, size, color, etc)

_____

_____

_____

Branching:

Previous		Next		Variable	

Files required: graphic_____   page _____

Exercise #3b (One Page for each HTML)
Storyboard Template Form 1.
**See second page for explanation
80 Points Total

Name:		
Date:		
Pts Possible:	**20 each HTML PAGE**	**Pts Attained**	

Note: Xerox: One template for each page (can use for 1 and 4 pages

minimum to include menu page!)

Lesson title [   ] **Sequence number** [   ]

Visual: (Describes how you would display graphic; its location, special background etc)

_____

_____

_____

_____

_____

_____

Graphic Description

_____

_____

Text Description: (Style, size, color, etc)

_____

_____

_____

Branching:

Previous		Next		Variable	

Files required: graphic_____ page _____

Exercise #3c (One Page for each HTML)
Storyboard Template Form 1.
**See second page for explanation
80 Points Total

Name:			
Date:			
Pts Possible:	**20 each HTML PAGE**	**Pts Attained**	

Note: Xerox: One template for each page (can use for 1 and 4 pages

minimum to include menu page!)

Lesson title [   ] **Sequence number** [   ]

Visual: (Describes how you would display graphic; its location, special background etc)

_____

_____

_____

_____

_____

_____

Graphic Description

_____

_____

_____

Text Description: (Style, size, color, etc)

_____

_____

_____

Branching:

Previous		Next		Variable	

Files required: graphic_____   page _____

Exercise #3d (One Page for each HTML)
Storyboard Template Form 1.
**See second page for explanation
8 Points Total

Name:	
Date:	
Pts Possible:	**20 each HTML PAGE**	**Pts Attained**	

Note: Xerox: One template for each page (can use for 1 and 4 pages

minimum to include menu page!)

Lesson title | | **Sequence number** | |

Visual: (Describes how you would display graphic; its location, special background etc)

_____

_____

_____

_____

_____

_____

Graphic Description

_____

_____

Text Description: (Style, size, color, etc)

_____

_____

_____

Branching:

Previous		Next		Variable	

Files required: graphic_____ page _____

Part I: Using PowerPoint & Clipart, make a graphic. When you select the CLIPART, try to keep in mind you may want something that reflects the type of organization you are developing the web pages for, a logo of sorts!
Part II: Save the graphic as a JPG
Part III: Import the graphic into a graphic editor program. Make it 5 inch wide by 3 tall

DETAILED DIRECTIONS:

Take this Exercise step-by-step
Part I: PowerPoint

    A.   **Select a background depending on theme, this will be used in your Home Page (somewhere), so if earth theme, brown or something along those lines.**
    B.   **Next, put a box with colors of your background**
    C.   **Add a thick line**
    D.   **Insert clipart (Clipart or Organization Logo to be used Later)**
    E.   **Use WordArt to label this, such as "Name of Your Organization"**
    F.   **Save this as a PowerPoint, keep to email with graphic**

    Part II. **Save as a JPG graphic (all web pages need either JPG or GIF format) do not use CLIPART**

    G.   **Go to File/Save as**
    H.   **Save as JPG**
    I.   **Select current slide (otherwise will save all to a folder)**
    J.   **Give a name (something you'll remember)**

Part III: **Editing the graphic: Your choice of graphics' editor is unimportant, Photoshop is a good editor, but if you do not have this, you can use "Paint" an accessory that comes with all Windows software, The steps below, go with Paint.**

    K.   **Open up your graphics program (Paint), then select Open**
    L.   **Browse until you find the JPG (graphic) you have saved.**
    M.   **Select the "Cutting Icon" looks like box with "Dancing Ants" line around it**
    N.   **Now, position the lines around only the part of the graphic you made, try to eliminate all "white space" when you initially imported into PowerPoint**
    O.   **Click Cut and what is left is a cut out white space, and do not save this, instead, click "new"**
    P.   **Now, simply paste**
    Q.   **Make sure this graphic has the dimensions 5" (wide) X 3" tall**
    R.   **Save with new name, attach this to email**

COMPLETION DATE: put in drop box

I. **Making PowerPoint JPG** **20 Points: _____**

A. Background with box & thick line (5 Points):
☐ Yes (5) ☐ No (0) ☐ ☐ ☐

B. Inserted organizational clipart within box (5 Points):
☐ Yes (5) ☐ No (0) ☐ ☐ ☐

C. Used WordArt for text (5 Points):
☐ Yes (5) ☐ No (0) ☐ ☐ ☐

D. Save as PowerPoint & emailed (5 Points):
☐ Yes (5) ☐ No (0) ☐ ☐ ☐

II. **JPG saved** **5 Points: _____**

E. Editted in Photoshop/graphics program, attach & sent in email without whitespace (5 Points):
☐ Yes (5) ☐ No (0) ☐ ☐ ☐

III. **JPG Editted/Saved with Dimensions** **25 Points: _____**

F. Graphic edited/cut & sized to dimensions (5" X 3") (25 Points):
☐ Yes (25) ☐ No (0) ☐ ☐ ☐

Comments:

Name	
Points	

Part I: Import Graphic from WWW (either cartoon or photo) OR COULD BE YOUR OWN PHOTO
Part II: Save the graphic as a JPG
Part III: Import the graphic into PowerPoint, save
Part IV: Use graphic editor, then make dimension same as previous (5" X 5")

DIRECTIONS:

Again,take this step-by-step, using the EW Pages as a guide**.**

Part I: Importing Web Graphic; need a location to import the graphic, so Open Power Point, and select the design in PPT with no text.

- A. Go to a website on WWW. Find a site with an appropriate graphic and or photo (On sample PDF, used WBU school of education), please put URL (where you got graphic) OR UPLOAD YOUR OWN!
- B. To import, put your cursor/mouse pointer on the graphic and/or photo.
- C. Right click the mouse, Select copy
- D. Go back to PowerPoint, when inside the page you want, click "Paste"
- E. Okay, the last part of this exercise is save it to JPG
  - 1. Go to File/Save as
  - 2. Save as JPG
  - 3. Select Current slide
  - 4. Give it a name
  - 5. Attach to email, later send to me

Part II: Editing the graphic: Your choice of graphics' editor is unimportant, Photoshop is a good editor, but if you do not have this, you can use "Paint" an accessory that comes with all Windows software, The steps below, go with Paint.

- K. Open up your graphics program (Paint), then select Open
- L. Browse until you find the JPG (graphic) you have saved.
- M. Select the "Cutting Icon" looks like box with "Dancing Ants" line around it
- N. Now, position the lines around only the part of the graphic you made, try to eliminate all "white space" when you initially imported into PowerPoint
- O. Click Cut and what is left is a cut out white space, and do not save this, instead, click "new"
- P. Now, simply paste
- Q. Save with new name, attach this to email

You're now done, so email both parts to me or bring it to class

COMPLETION DATE: Class 3

EDIT 5345 ASSIGNMENT /Ex 5
Importing a Graphic
Email: DAVID.STAMPER1954@ATT.NET
Grade sheet
50

    I.   **SAVING Graphic**   **25 Points:** _____

A. Saved/graphic, (Include URL) save in PowerPoint & attached to email (25 Points):

☐ Yes (20)   ☐ No (0)   ☐   ☐   ☐

    II.   **Editing graphic**   **25 Points:** _____

B. Editted in graphics program, attach & sent in email without whitespace (20 Points):

☐ Yes (20)   ☐ No (0)   ☐   ☐   ☐

C. Dimension 5" X 5" OR AS CLOSE AS POSSIBLE (5 Points):

☐ Yes (5)   ☐ No (0)   ☐   ☐   ☐

Comments:

Name	
Points	

EDIT 5345 ASSIGNMENT /Ex 6
Importing a Graphic
Email: DAVID.STAMPER1954@ATT.NET
Grade sheet
50

III.   **SAVING Photo**   **25 Points:**

D. **Saved/graphic, save in PowerPoint & attached to email (25 Points):**

☐ Yes (20)   ☐ No (0)   ☐   ☐   ☐

IV.   **Editing graphic**   **25 Points:**

E. **Editted in graphics program, attach & sent in email without whitespace (20 Points):**

☐ Yes (20)   ☐ No (0)   ☐   ☐   ☐

F.**Dimension 5" X 5" OR AS CLOSE AS POSSIBLE (5 Points):**

☐ Yes (5)   ☐ No (0)   ☐   ☐   ☐

Comments:

Name	
Points	

Exercise #7
Final Scoresheet 1-page Web

OVERALL SCORE (100 PTS)

Name:

I. **Project Planning:** _____**(50 pts subtotal)**

1 DESCRIPTION OF YOUR INDEX. HTML WEB PAGES (50 **pts)** Text and Graphics

A. Explains who you are: company description, reason for website (30 **pts**)

Excellent (30)	Good (15)			Satisfactory (10)	No (0)

B.. Web page overall objective **(20 pts)**

Specific (20)		No (0)

2. **Lesson: Web Presentation** **(50 pts)** _____

C. WEB COLOR SCHEME APPROPRIATE (10 pts)

YES (10)	No (0)

D. GRAPHICS INSERTED THROUGH HTML PAGE?

YES(25)	No (0)

E. USED GRAPHIC WITH LOGO AT TOP OF HTML PAGE?

YES (15)	No (0)

GRAMMAR/SPELLING DEDUCTIONS (5 PTS EACH MISTAKE) Total Errors		**X5**	TOTAL PTS DEDUCTED	

Exercise #8
Final Scoresheet 4-page Web

OVERALL SCORE (200 PTS)	

Name: _____

DI.   Project Planning: _____**(115 pts subtotal)**

1a/1b DESCRIPTION OF YOUR WEB PAGES (**55 pts**) Narrative

1a Total (40)	No (0)

A. Explains who you are: company description, reason for website (20 **pts**)

Excellent (20)	Good (15)	Satisfactory (10)	No (0)

B. Types of individuals/clients expected to view website (**10 pts**)

Specific (10)	Too General (5)	Satisfactory (3)	No (0)

C. Web page overall objective **(10 pts)**

Specific (10)	No (0)

1b. **DESCRIPTION OF SUBJECT MATTER** (15 pts) Narrative flows

Detailed/Logical (15)	No (0)

2 Topic Objectives 3 Objectives (60 pts)	

2a Topic Objectives (Objective 1 (15 pts)

Subtotal (15 pts)	No (0)

2a-1. **Clear Explanation** (5 pts)

Specific (5)	No (0)

2a-2. Appropriate Graphic (5 pts)

Specific (5)	No (0)

2a-3. **Linked** (5 pts)

Specific (5)	No (0)

2a-4.**Motivation** (5 pts)

Specific (5)	No (0)

2b Topic Objectives (Objective 1 (20 pts)

Subtotal (15 pts)	No (0)

2b-1. **Clear Explanation** (5 pts)

Specific (5)	No (0)

2b-2. Appropriate Graphic (5 pts)

Specific (5)	No (0)

2b-3. **Linked** (5 pts)

Specific (5)	No (0)

2b4.**Motivation** (5 pts)

Specific (5)	No (0)

2c Topic Objectives (Objective 1 (20 pts)

Subtotal (15 pts)	No (0)

2c-1. **Clear Explanation** (5 pts)

Specific (5)	No (0)

2c-2. Appropriate Graphic (5 pts)

Specific (5)	No (0)

2c-3. **Linked** (5 pts)

Specific (5)	No (0)

2c-4.**Motivation** (5 pts)

Specific (5)	No (0)

4.   Lesson: Web Presentation   (85 pts) _____

4A. TOPIC SEQUENCING IS APPROPRIATE (10 pts)

YES (10)	No (0)

4B. LINKS APPROPRIATE THROUGHOUT LESSON (10 pts) reads easily

Specific (10)	No (0)

4C. PAGES FLOW   (10 pts)

YES (10)	No (0)

4D. MOTIVATION/FEEDBACK INCLUDED THROUGHOUT THE LESSON (15 pts)

YES (15)	No (0)

4E. SUMMARY OF EACH TOPIC INCLUDED (10 pts)

YES (10)	No (0)

4F. CLOSURE FOR EACH TOPIC (EFFECTIVE CLOSURE PROVIDED FOR EACH TOPIC) (10 pts)

YES (10)	No (0)

4G. PROMPT FOR OTHER TOPICS (10 pts)

YES (10)	No (0)

4H. SUGGESTED LINKS THAT MAY EXPAND ON YOUR TOPICS (10 pts)

YES (10)	No (0)

GRAMMAR/SPELLING DEDUCTIONS (5 PTS EACH MISTAKE) Total Errors		**X5**	TOTAL PTS DEDUCTED	

TURNED IN DREAMWEAVER PAGES 5 PTS EACH (20 pts)

YES (20)	No (0)

Use the book as a guide and also Chapters 4-6
Gmail account established and sent email by Week 4

Using Gmail"

(100 Points)

   A. Set Up Gmail, sent a screen shot
☐   Yes (50)   ☐   No (0)   ☐   ☐   ☐

   B. Successfully sent an email to instructor (50 Points):
☐   Yes (50)   ☐   No (0)   ☐   ☐   ☐

Use the book as a guide and also Chapters 10-19.

You can select one of the many Google Apps or choose another type of Internet application.

DON'T USE MICROSOFT OFFICE APPLICATIONS TO INCLUDE OUTLOOK!

Using a Web App

(50 Points)

A. Describe the Apps Function, sent a screen shot

☐ Yes (40)   ☐ No (0)

B. Send a Screen Shot of the App (10 Points):

☐ Yes (10)   ☐ No (0)