

# GRC 175



## WEB DESIGN AND PUBLISHING I

Section 2001 TTH 6:00 p.m. – 8:00 p.m. Sierra 217

Spring 2017 01/24/17 - 05/11/17

**Instructor:** Michael Ganschow-Green

**Phone#:** 673-8200 ext. 5-2173

**Email:** mganschow@tmcc.edu

### Course Description

*3 Credits. Prerequisites: GRC 119 or approval of instructor.*

Introduction to authoring for the world wide web using industry standard software applications. Topics covered include planning, designing and building a web site, aesthetics, navigation and interactivity, creating and optimizing computer graphics for web, information architecture, web publishing, web hosting and site management.

### Educational Objectives

Upon Successful course completion students will:

- Have a basic understanding of how the internet works.
- Understand computer directory structures, computer file naming conventions and computer graphics file formats specific to the world wide web.
- Understand target audience and end-user considerations such as browser differences, user playback technology, bandwidth limitations and file size considerations.
- Apply learned concepts in Dreamweaver, Photoshop and other web authoring software applications by creating a web site.

### Learning Outcomes:

- Students will learn web design by creating three class project web sites.
- Students will gain a working knowledge of how the internet works.
- Students will gain an understanding of computer directory structures, file formats and file naming conventions.

### Textbooks

**Required:** The Principles of Beautiful Web Design 2nd Edition, Jason Beard, Site Point, 2010.

**Recommended:** Don't Make Me Think, Revisited: A Common Sense Approach to Web Usability (3rd Edition), Steve Krug, New Riders Press, 2014.

The Web Designer's Idea Book, Patrick McNeil, Longman, 2008.

The Web Designer's Idea Book, Vol. 2, Patrick McNeil, Longman, 2010.

Principles of Web Design, David K. Farkas, Jean Farkas, Sam Dragga, Longman, 2008.

The Smashing Book, Sven Lennartz, Vitaly Friedman, Smashing Media 2009.

The Smashing Book #2, Matt Ward, Alexander Charchar, Francisco Inschauste and Mike Rundle, Smashing Media 2011.

Head First HTML with CSS & XHTML, Elisabeth and Eric Freeman, O'Reilly Media, 2005.

HTML5 for Web Designers, Jeremy Keith, Jeffrey Zeldman, A Book Apart 2010.

CSS 3 for Web Designers, Dan Cederholm, Jeffrey Zeldman, A Book Apart 2011.



## Supplies

- 3 blank recordable CD-Rs
- Portable media for saving your work

## Grading

Three projects will be assigned and all must be turned in to be eligible to pass the course. Project 1 is worth 50 points, Project 2, 100 points, Project 3, 150 points. As this is a project-based course, subsequent projects make use of and build upon the skills from previous projects. The final project shows your mastery of all software and design skills learned throughout the course. **Thus, you must receive a passing grade on Project 3 in order to be eligible to pass the course.** Total points possible for the class is **300**. Final grade totals are:

<b>A = 288-300</b>	<b>B = 252-263</b>	<b>C = 216-227</b>	<b>D = 180-191</b>
<b>A- = 276-287</b>	<b>B- = 240-251</b>	<b>C- = 204-215</b>	<b>D- = 168-179</b>
<b>B+ = 264-275</b>	<b>C+ = 228-239</b>	<b>D+ = 192-203</b>	<b>F = 167 or less</b>

A student may request a W grade at any time by going online to Web-Reg or going in person to Admissions & Records (RDMT 319C). The cut-off date for requesting a W for the spring semester is **Tuesday, April 4, 2017 at 5:00 pm**. After the cut-off date a student may only receive an A-F grade. The instructor cannot give you a W grade.

*Due to the competencies and skill levels required for graphic communications classes, a D+, D, D- or F grade will not be accepted as completion for a prerequisite of a higher level GRC class.*

## Projects

Your project must be uploaded and ready for critique by 5:00pm on the specified due date. A late project will have 10% of its overall points deducted and an additional 5% deduction for each class session after final critique that the project is handed in. *All projects assigned must be completed to receive a passing grade in the class.* All late work must be turned in by **Thursday, May 11, 2017**. Projects will be graded based on the following criteria:

- Preliminary work = **20%**
- Design and creativity = **35%**
- Technical use of software = **30%**
- Presentations and participation = **15%**

## Critiques

In order to maximize instructional contact hours and student learning, project critiquing will take place entirely online in the GRC 175 class forum. Project websites will be posted online by the beginning of class on their due date, both for preliminary and final critiques. Students will have until the Wednesday following the assignment due date to post critiques. Every student is required to post feedback for every other student and must post at least one comment on how another student's project is successful and one comment on how could be improved. All in class critique rules apply. Keep your comments respectful, both in class and online, as your instructor has no patience or desire to police flame wars.

When presenting your work in front of the class or online, introduce yourself, describe what you are presenting and define how it solves the project. Please make sure that your posted work is of high quality, and able to be critiqued. You are required to use a graphics software to create preliminary work. This will give your instructor and your fellow students a greater ability to see your intended color scheme, layout, and typography and allow us to provide proper feedback. Since students have



one full calendar week to leave feedback on their fellow students' projects, there is no excuse for missing critique. If you miss a critique, you will not only miss getting feedback on your work, but you will also deprive your fellow students of your advice and encouragement.

Final critiques will take place on the class discussion forum. Students have one week from the date the project is due to post critiques of their fellow student's work.

## Withdrawals/Incompletes

The last day to request an Audit or receive a full refund is **Sunday, January 29, 2017**. The last day to receive a 50% refund is **Friday, February 10, 2017**. The last day to request a W is **Tuesday, April 4, 2017 at 5:00 pm**, but you must go online to Web-Reg or in-person to Admissions & Records (RDMT 319C) to request a W grade, the instructor cannot give you a W. **It is your responsibility to request a W grade.** And after **Tuesday, April 4** you cannot request a W grade.

If you complete 75% of the class with a C or better, but cannot complete the class, you may request an 'I' grade. With TMCC's liberal withdrawal policy, the GRC department is strongly opposed to giving an 'I' except for a **very compelling reason. A written statement from a professional will be required.**

## Attendance

Attendance is integral to learning, thus roll will be taken at the beginning of each class. Missing more than three classes during the semester is considered excessive and may result in being withdrawn from the class. All students are responsible for projects, discussions and announcements missed due to absence. Please contact the instructor by email or phone prior to any planned absences so information can be discussed and alternate arrangements made.

There may be times when a student is unavoidably late for class and those instances are acceptable within reason. If a student has a conflict between this class and another class or a job, please bring this to the instructor's attention immediately and other arrangements will be made. It is the student's responsibility to make sure the instructor has marked the student present if he or she has arrived late. Constant tardiness is also unacceptable, **students arriving late for class will lose 3 points for every late arrival after the third recorded instance of arriving late. Please make every effort to arrive at least five minutes before the scheduled start time of the class.**

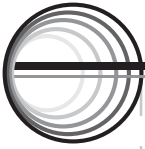
## Computers

All GRC lab computers require the student's TMCC user name and password to access. Please be sure to have this information ready (or updated) by the beginning of the second class of the semester so required work can be completed.

Even with the latest operating systems, cross-platform issues and problems still exist. If you will be using a Windows-based computer make sure that computer has at least Windows 10 and the current Photoshop and Dreamweaver software versions for Windows to help minimize potential conflicts.

If you own an Apple computer, it should be set up similar to the computers in the classroom with Mac OS X (10.11) and the current Photoshop and Dreamweaver software versions for the Mac.

During the Spring 2017 semester we will be using Photoshop CC 2017 and Dreamweaver CC 2017. All of these applications are available at substantial discounts for students via a student Adobe Creative Cloud subscription.



Fonts can create problems when moving files from one computer to another. The GRC computers are loaded with over 500 Adobe OpenType fonts, as well as Mac OS X system fonts. The best way to have your computer fonts match the fonts in the GRC labs is to purchase the 400 font “Adobe Type Classics for Learning” package, or the 500 font “Adobe Font Folio Education Essentials” package available online or at the UNR Bookstore. Students can also use their own fonts, but these must be stored and transported on the student’s drive, there will be a demonstration on how to load and use your fonts on the GRC lab computers.

The GRC program strongly recommends the use of an external hard drive for all computer-based GRC classes. Good 250 GB drives are available for less than \$40. In addition to a portable hard drive or USB flash drive, students can also use cloud based storage such as Dropbox or Google Docs to conveniently move files around.

USB-based Flash drives are great for transporting files only, never work directly off of a flash drive, always copy files from a flash drive to the computer’s hard drive to work on those files. At the end of class or open lab, students need to remember to copy their revised files back on the flash drive so they have the latest updates of their work.

Students must also shut down computers when the class is finished for the day. For the Spring 2017 semester, all computers are equipped with Deep Freeze reboot restoration software. That means that any files saved to your computer and not copied to your portable media drive **will be erased** when your computer is shut down. Please make sure all your files are on your media drive before shutting down the computer.

## Class Website <http://www.grc175.com/>

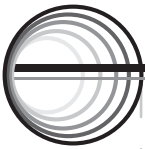
This site makes class materials, along with additional references and resources, available to students at all times. Please use the class web site first if you are missing information.

## Distractions/Disruptions

Turn off and stow away all hand-held devices before class starts. No chatting (electronic or physical), texting, posting to social media, checking of e-mail, web surfing, or working on assignments from other classes. The classroom is a learning environment, thus, you are expected to behave accordingly. The first occurrence will result in a verbal reminder, a second occurrence will result in being dismissed from class for the day and you will be marked absent. Repeated occurrences will result in a referral to the Associate Dean of Students. The only exception is if a situation exists where someone must keep in contact with family, work, or other individuals due to an emergency situation. **Please inform the instructor of any such situations before the start of class.**

## Evaluations

When Instructor Course Evaluations become available, you will receive an invitation in your TMCC email with a link to complete the evaluation. You can also complete the evaluations through your Canvas course. Please be sure you keep your contact information in MyTMCC up to date so that we can contact you. Your response is kept confidential. Your responses are used to improve teaching methods and to improve all TMCC course offerings. Please provide honest, concise, and constructive comments.



## Academic Dishonesty

Academic dishonesty is against the standards set forth by Truckee Meadows Community College and Nevada System of Higher Education. Academic dishonesty is defined as: cheating, plagiarism or otherwise obtaining grades under false pretenses. Plagiarism is defined as submitting the language, ideas, thoughts or work of another as one's own; or assisting in the act of plagiarism by allowing one's work to be used in this fashion. Cheating is defined as (1) obtaining or providing unauthorized information during an examination through verbal, visual or unauthorized use of books, notes, text and other materials; (2) obtaining or providing information concerning all or part of an examination prior to that examination; (3) taking an examination for another student, or arranging for another person to take an exam in one's place; (4) altering or changing test answers after submittal for grading, grades after grades have been awarded, or other academic records once these are official.

Disciplinary procedures for incidents of academic dishonesty may involve both academic action and administrative action for behavior against the campus regulations for student conduct. The procedures involve the determination by the faculty member pursuing concerns over alleged cheating or plagiarism as to whether administrative action is warranted, in addition to making a determination as to any academic consequence. Academic action may include: (1) cancelling the student's enrollment in the class without a grade; (2) filing a final grade of "F"; (3) awarding a failing mark on the test or paper in question; (4) requiring the student to retake the test or resubmit the paper. See Appendix L in the TMCC College Catalog, "Rules and Disciplinary Procedures For Members of the University Community" for further information on disciplinary sanctions.

## ADA Statement

Truckee Meadows Community College is committed to compliance with the Americans with Disabilities Act and Section 504 of the Rehabilitation Act which state: "No otherwise qualified, handicapped individual in the United States shall solely, by reason of his or her handicap, be excluded from the participation in, be denied the benefit of, or be subjected to discrimination under any program or activity receiving federal financial assistance." Students who feel they may need an accommodation based on the impact of a disability are encouraged to meet privately with their instructors to discuss their specific needs and must contact the Disability Resource Center (DRC) to establish documentation of a disability and to coordinate reasonable accommodations. You can contact the Disability Resource Center in three ways; by visiting their offices in RDMT 114, calling them at 775-673-7277, or visiting their website at [www.tmcc.edu/drc/](http://www.tmcc.edu/drc/).

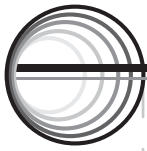
## Academic Assistance

The Graphic Communications department offers open computer labs with instructional aides to assist students. Open computer lab dates and times are posted on the class web site, in the classrooms and their adjoining halls. Dates and times will be posted by the end of the first week of the semester. The department does not offer individual tutoring.

TMCC offers a variety of academic assistance programs. The Tutoring and Learning Center (TLC) is open in the TMCC Library. TLC gives tips on how to write essays, reports and research papers. Call 674-7517 or visit <http://www.tmcc.edu/tutoring> to make an appointment or get a schedule.

There is also a general access computer lab in Sierra 109. Note this lab does not have the required graphics software. The lab does have Microsoft Office business software, Internet access and free student email accounts. General access lab dates and times are posted outside SIERRA 109.





## COURSE CALENDAR SPRING 2017

*If for any unforeseen reason we are unable to meet, course material will be held during the next class.*

Tuesday 01/24	<b>Assign Project 1.</b> Orientation, history of the internet, how a web page works, file organization.
Thursday 01/26	Page layout and how it applies to web design, site architecture, web site planning, web design creative process.
Tuesday 01/31	960 grid system, pixel perfect design, file creation, file formats and file organization, Photoshop web basics.
Thursday 02/02	Typography and how it applies to web design, designing a webpage in Photoshop.
Tuesday 02/07	<b>Project 1 Preliminary Critique Due Online.</b> Color and it's application in web design, designing a webpage in Photoshop.
Thursday 02/09	Finish Photoshop webpage design, integrate layout, typography, and color.
Tuesday 02/14	Introduction to HTML and CSS, introduction to Dreamweaver.
Thursday 02/16	Using HTML and CSS in Dreamweaver for page layout using various layout tags.
Tuesday 02/21	Continue Dreamweaver HTML and CSS page layout.
Thursday 02/23	<b>Open Lab.</b>
Friday 02/24	<b>Project 1 Due Online.</b>
Tuesday 02/28	<b>Project 1 Files Due in Class. Assign Project 2.</b> Using HTML and CSS in Dreamweaver to control type, link and object appearance, inserting images.
Thursday 03/02	Continue Dreamweaver HTML and CSS page layout, typography and object appearance.
Tuesday 03/07	Continue Dreamweaver HTML and CSS page layout, typography and object appearance.
Thursday 03/09	Introduction to forms, styling forms with HTML and CSS in Dreamweaver.
Tuesday 03/14	Continue styling forms with HTML and CSS in Dreamweaver.
Thursday 03/16	<b>Project 2 Preliminary Critique Due Online.</b> Continue Dreamweaver HTML and CSS page layout, typography, object appearance, and forms.
Tuesday 03/21	<i>No Class: Spring Break!</i>
Thursday 03/23	<i>No Class: Spring Break!</i>
Tuesday 03/28	Continue Dreamweaver HTML and CSS page layout, typography, object appearance, and forms.
Thursday 03/30	Continue Dreamweaver HTML and CSS page layout, typography, object appearance, and forms.
Tuesday 04/04	<b>Assign Project 3.</b> Continue Dreamweaver HTML and CSS page layout, typography, object appearance, and forms. Introduction to FTP and putting your files online.
Thursday 04/06	<b>Open Lab.</b>
Friday 04/07	<b>Project 2 Due Online.</b>
Tuesday 04/11	<b>Project 2 Files Due in Class.</b> Continue Dreamweaver HTML and CSS page layout, typography, object appearance, and forms.
Thursday 04/13	Continue Dreamweaver HTML and CSS page layout, typography, object appearance, and forms.
Tuesday 04/18	Continue Dreamweaver HTML and CSS page layout, typography, object appearance, and forms.
Thursday 04/20	<b>Project 3 Preliminary Critique Due Online.</b> Continue Dreamweaver HTML and CSS page layout, typography, object appearance, and forms.
Tuesday 04/25	Continue Dreamweaver HTML and CSS page layout, typography, object appearance, and forms.
Thursday 04/27	Search engine optimization, headline tags, alt tags, meta tags, building a search engine friendly site.
Tuesday 05/02	Hosting and domain names.
Thursday 05/04	Analytics and webmaster tools, installation, data collection, and analysis.
Tuesday 05/09	Wrap up. Where is web design going?
Thursday 05/11	<b>Project 3 Files Due in Class. Pizza and Drinks! Open Lab.</b>
Friday 05/12	<b>Project 3 Due Online.</b>