SAULT COLLEGE OF APPLIED ARTS AND TECHNOLOGY

SAULT STE. MARIE, ONTARIO

Sault College

CICE COURSE OUTLINE

COURSE TITLE: Intro to Computers and Multimedia Concepts

CODE NO. : ADV120   **SEMESTER:** Fall
MODIFIED CODE: ADV0120

PROGRAM: Advertising Arts Program

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DATE: Sep 2005   **PREVIOUS OUTLINE DATED:** Sep 2004

APPROVED:

_____ _____
                      DEAN   **DATE**

TOTAL CREDITS: 3

PREREQUISITE(S): NONE

HOURS/WEEK: 3

I. COURSE DESCRIPTION:

This course begins with the introduction of various computer concepts including Operating System fundamentals such as file systems and networking as well as the hardware components, which make up a typical multimedia computer system.

The course continues with an introduction to HTML and the World Wide Web where the student will create and publish web pages in a client/server environment. Various HTML technologies will be covered including HTML, XHTML, Cascading Style Sheets, forms and scripting.

II. LEARNING OUTCOMES AND ELEMENTS OF THE PERFORMANCE:

Upon successful completion of this course, the CICE student, with the assistance of an Educational Assistant, will demonstrate a basic ability to:

1. Begin to recognize the function of the various components that make up a multimedia computer system.
    Potential Elements of the Performance:
    - Understand the role and function of the Operating System.
    - Identify the various components relating to multimedia hardware and software.
    - Use additional auxiliary devices such as scanners, zip drives, cameras, digital capture cards etc…
    - Identify and use various multimedia applications.
2. Use the operating system in a networked environment.
    Potential Elements of the Performance:
    - Use ftp tools to upload and download files.
    - Begin to understand the client/server relationship and apply that understanding to the creation and publishing of web pages.
    - Begin to understand the World Wide Web and identify the role of the HTML and the HTTP protocol.
    - Use various web clients.
3. Apply an understanding of the file system to create, modify and delete files as well as navigate that file system in a standalone, networked or web-based environment.
    Potential Elements of the Performance:
    - Begin to understand the role of the file system.
    - Create, modify and delete files in a GUI and command line environment using various applications.
    - Begin to understand the various file types including but not limited to binary and text files and use various applications and techniques for creating those files.
4. Develop and publish web pages.

    Potential Elements of the Performance:
    - Use various technologies such as HTML, XHTML and cascading

style sheets.
- Develop web pages at the tag level using an html editor.
- Understand the structure of a minimal web page.
- Identify and locate the various standards and resources that apply to web page technologies.
- Create web pages that include:
  - basic formatting such as bold, underline, etc…
  - images
  - links
  - styles
  - css layouts
  - tables
  - frames
  - lists
  - forms
  - client side scripts (javascript)
- Test web pages using various clients
- Publish web pages to a server using ftp and other tools.

III. TOPICS:

1. The multimedia computer
2. Operating Systems and Networks
3. File Systems
4. Write and Publish Web Pages

IV. REQUIRED RESOURCES/TEXTS/MATERIALS:
HTML for the World Wide Web 5th Edition
Elizabeth Castro
Peachpit Press
ISBN: 0-321-15068-6

Instructor supplied notes and resources

V. EVALUATION PROCESS/GRADING SYSTEM:
Test 1 – Outcomes 1,2   30%
Test 2 – Outcomes 3,4   30%
Assignments -   40%
                         100%
The following semester grades will be assigned to students:

Grade	Definition	Grade Point Equivalent
A+	90 – 100%	4.00
A	80 – 89%	
B	70 - 79%	3.00
C	60 - 69%	2.00
D	50 – 59%	1.00
F (Fail)	49% and below	0.00

CR (Credit)	Credit for diploma requirements has been awarded.
S	Satisfactory achievement in field /clinical placement or non-graded subject area.
U	Unsatisfactory achievement in field/clinical placement or non-graded subject area.
X	A temporary grade limited to situations with extenuating circumstances giving a student additional time to complete the requirements for a course.
NR	Grade not reported to Registrar's office.
W	Student has withdrawn from the course without academic penalty.

VI.   SPECIAL NOTES:

Special Needs:
If you are a student with special needs (e.g. physical limitations, visual impairments, hearing impairments, or learning disabilities), you are encouraged to discuss required accommodations with your professor and/or the Special Needs office. Visit Room E1101 or call Extension 703 so that support services can be arranged for you.

Retention of Course Outlines:
It is the responsibility of the student to retain all course outlines for possible future use in acquiring advanced standing at other postsecondary institutions.

Plagiarism:
Students should refer to the definition of "academic dishonesty" in *Student Rights and Responsibilities*. Students who engage in "academic dishonesty" will receive an automatic failure for that submission and/or such other penalty, up to and including expulsion from the course/program, as may be decided by the professor/dean. In order to protect students from inadvertent plagiarism, to protect the copyright of the material referenced, and to credit the author of the material, it is the policy of the department to employ a documentation format for referencing source material.

Course Outline Amendments:
The professor reserves the right to change the information contained in this course outline depending on the needs of the learner and the availability of resources.

Substitute course information is available in the Registrar's office.

A student must pass both the lab and theory portions of the course in order to achieve a passing grade.

VII. PRIOR LEARNING ASSESSMENT:

Students who wish to apply for advanced credit in the course should consult the professor. Credit for prior learning will be given upon successful completion of a challenge exam or portfolio.

VIII. DIRECT CREDIT TRANSFERS:

Students who wish to apply for direct credit transfer (advanced standing) should obtain a direct credit transfer form from the Dean's secretary. Students will be required to provide a transcript and course outline related to the course in question.

CICE Modifications:

Preparation and Participation

1. An Integrative Educational Assistant will attend class with the student(s) to assist with inclusion in the class and to take notes.
2. Students will receive support in and outside of the classroom (i.e. tutoring, assistance with homework and assignments, preparation for exams, tests and quizzes.)
3. Study notes will be geared to test content and style which will match with modified learning outcomes.
4. Although the Integrative Educational Assistant may not attend all classes with the student(s), support will always be available. When the Integrative Educational Assistant does attend classes he/she will remain as inconspicuous as possible.

A. Tests may be modified in the following ways:

1. Tests, which require essay answers, may be modified to short answers.
2. Short answer questions may be changed to multiple choice or the question may be simplified so the answer will reflect a basic understanding.
3. Tests, which use fill in the blank format, may be modified to include a few choices for each question, or a list of choices for all questions. This will allow the student to match or use visual clues.
4. Tests in the T/F or multiple choice format may be modified by rewording or clarifying statements into layman's or simplified terms. Multiple choice questions may have a reduced number of choices.

B. Tests will be written in CICE office with assistance from an Integrative Educational Assistant.

The Integrative Educational Assistant may:

1. Read the test question to the student.
2. Paraphrase the test question without revealing any key words or definitions.
3. Transcribe the student's verbal answer.
4. Test length may be reduced and time allowed to complete test may be increased.

C. Assignments may be modified in the following ways:

1. Assignments may be modified by reducing the amount of information required while maintaining general concepts.
2. Some assignments may be eliminated depending on the number of assignments required in the particular course.

The Integrative Educational Assistant may:

1. Use a question/answer format instead of essay/research format
2. Propose a reduction in the number of references required for an assignment
3. Assist with groups to ensure that student comprehends his/her role within the group
4. Require an extension on due dates due to the fact that some students may require additional time to process information
5. Formally summarize articles and assigned readings to isolate main points for the student
6. Use questioning techniques and paraphrasing to assist in student comprehension of an assignment

D. Evaluation:

Is reflective of modified learning outcomes.