

**SAULT COLLEGE OF APPLIED ARTS AND TECHNOLOGY  
SAULT STE. MARIE, ONTARIO**



Sault College

**COURSE OUTLINE**

**COURSE TITLE:** Intro to Computers & Multimedia Concepts

**CODE NO. :** ADV120 **SEMESTER:** 2

**PROGRAM:** Graphic Design

**AUTHOR:** M. VanLandeghem

**DATE:** January 2009 **PREVIOUS OUTLINE DATED:** Sept 2007

**APPROVED:**

	_____	_____
	CHAIR	DATE
<b>TOTAL CREDITS:</b>	3	
<b>PREREQUISITE(S):</b>	ADV120	
<b>HOURS/WEEK</b>	3	

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**Course Name:**  
**Intro To Computers & Multi Media Concepts**

**Course No.:**  
**ADV120**

## **I. COURSE DESCRIPTION:**

This course is designed to provide the student with a sound working knowledge of and a high degree of skill in the use of multimedia presentation software for the purpose of developing techniques related to the creation of effective Internet Web pages and Multimedia Presentations.

Microsoft Power Point will be used to create advanced multi media presentations that will also be published as Internet Web pages. Students will learn to create and incorporate various file types in their presentations and web pages.

Students will learn basic HTML coding techniques to create Internet Web Pages incorporating multimedia files, forms, frames and tables in addition to image mapping techniques.

Students will also be exposed to an application product, which will allow them to organize and create Internet Web Pages incorporating the various multi media file formats.

Modern computer applications now include audio, images, graphics and video as well as text based information. Students will therefore be expected to use the different multimedia file types within the above software applications to create and deliver an effective multi-media presentation that demonstrates their skill and interpersonal skills to potential employers.

## **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 student will demonstrate the ability to:

1. Identify and explain the function of the various components that make up a multimedia computer system.

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Potential Elements of the Performance:

- Define the role and function of the Operating System.
  - Identify and describe the various components relating to multimedia hardware and software.
  - Analyze the use of 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.
  - Understand the client/server relationship and apply that understanding to the creation and publishing of web pages.
  - 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.

4. Develop and Test Web Pages

Potential Elements of the Performance:

- Define and differentiate 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 from a client system.
- Publish web pages to a server using ftp tools.

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**III. TOPICS:**

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

**IV. Required Student Resources**

On Line Help and Student Resource Files  
Internet Research  
Lecture Notes and Printed Handouts from Instructor  
Links to Course Material – Instructor Web Site

**V. EVALUATION PROCESS/GRADING SYSTEM:**

The mark for this course will be arrived at as follows:

Written Tests and Quiz	30%
Lab Assignments	50%
Final Projects (1) @ 20	20%
Total	100%

At least 80% attendance required in the labs and lectures.

- Students must complete and pass both the test, assignment and project portion of the course in order to pass the entire course.
- All Assignments must be completed satisfactorily to complete the course.
- Late assignments will not be accepted.
- Makeup Tests are at the discretion of the instructor and will be assigned a maximum grade of 60%.

The following semester grades will be assigned to students:

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

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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.

**UPGRADING OF INCOMPLETES:**

When a student's course work is incomplete or final grade is below 50% There is the possibility of upgrading to a pass when the student meets all of the following criteria:

- 1 The student 's attendance has been satisfactory.
- 2 An overall average of at least 40% has been achieved by semester's end on tests and practical assignments.
- 3 The student has maid reasonable efforts to participate in class and maintain the recommended schedule for assigned activities.

The nature of the upgrading requirements will be determined by the instructor And may involve re-testing and/or additional lab assignments.

**ATTENDANCE:**

Absenteeism will affect the student's ability to succeed in the course. Absences due to medical or other unavoidable circumstances should be discussed with the instructor. The instructor reserves the right to deduct 1% of the final mark for each class missed up to a maximum of 10%. Poor attendance will also affect the upgrading process if a student receives a mark below 50%.

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**VI. SPECIAL NOTES:**

Disability Services:

If you are a student with a disability (e.g. physical limitations, visual impairments, hearing impairments, or learning disabilities), you are encouraged to discuss required accommodations with your professor and/or the Disability Services office. Visit Room E1101 or call Extension 2703 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.

Communication:

The College considers **WebCT/LMS** as the primary channel of communication for each course. Regularly checking this software platform is critical as it will keep you directly connected with faculty and current course information. Success in this course may be directly related to your willingness to take advantage of the **Learning Management System** communication tool.

The professor reserves the right to use other tools and / or techniques that may be more applicable. These other tools and / or techniques for effective communication will be discussed, identified and presented throughout the delivery of the course content

Plagiarism:

Students should refer to the definition of “academic dishonesty” in *Student Code of Conduct*. 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.

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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.

**Special Notes:**

- In order to pass this course the student must obtain an overall **test/quiz** average of 50% or better.

Assignments must be submitted by the due date according to the specifications of the instructor. Late assignments will normally be given a mark of zero. Late assignments will only be marked at the discretion of the instructor in cases where there were extenuating circumstances. Ask for permission from your instructor to hand assignments in late **before** the due date

**VII. PRIOR LEARNING ASSESSMENT:**

Students who wish to apply for advance credit transfer (advanced standing) should obtain an Application for Advance Credit from the program coordinator (or the course coordinator regarding a general education transfer request) or academic assistant. Students will be required to provide an unofficial transcript and course outline related to the course in question.

Credit for prior learning will also be given upon successful completion of a challenge exam or portfolio.