

SAULT COLLEGE OF APPLIED ARTS AND TECHNOLOGY

SAULT STE. MARIE, ONTARIO



COURSE OUTLINE

COURSE TITLE: **Multimedia and Design**

CODE NO. : **CSD312** SEMESTER: **5**

PROGRAM: **Computer Programming**

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DATE: **07/07/14** PREVIOUS OUTLINE DATED: **07/07/13**

APPROVED: **Colin Kirkwood** Sept. 15/14

Dean DATE

TOTAL CREDITS: **Four**

PREREQUISITE(S): None

HOURS/WEEK: **Three**

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I. COURSE DESCRIPTION:

Drupal is a web-publishing software package. The course will focus on what Drupal specializes in called A Content Management System (CMS) to help people to publish content online with news, blogs, photos, products, documents, events, plus 1001 other things. At the end of the course students will be able to build uniform and professional web sites. The course will be project based with students working in small teams to design, develop and maintain a real-life corporate web site.

The course focuses on hands-on, so there will be plenty of do-it-yourself features throughout the course.

II. LEARNING OUTCOMES AND ELEMENTS OF THE PERFORMANCE:

Upon successful completion of this course, the student will demonstrate the ability to:

1. Drupal Planning Explained**Potential Elements of the Performance:**

- Understand what is involved in a website plan
- Understand what is involved in a project management plan
- Understand what is involved in a development plan
- Understand what is involved in a maintenance plan
- Brainstorm the project website, project management, development and maintenance plans for the class project.

2. Drupal Installations Explained**Potential Elements of the Performance:**

- Choose the best place to host Drupal
- Choose the best way to install Drupal
- Install Drupal automatically
- Install Drupal manually

3. Drupal Administration Explained**Potential Elements of the Performance:**

- Understand the difference between the administrator and visitor areas of your Drupal site.
- Understand the visitor area of your Drupal site.
- Understand the administrator area of your Drupal site
- Make the first Drupal site changes.

4. Drupal Content Explained

Potential Elements of the Performance:

- Add content
- Find content
- Create an Article
- Create a Basic page
- Enable more content types
- Create more content types
- Edit content types
- Describe the purpose of a content type

5. Drupal Fields Explained

Potential Elements of the Performance:

- Add different types of fields to a content type
- Share a field across multiple content types
- Manage the display of fields in the full content view and teaser
- Understand Taxonomy and how Drupal categorizes content.
- Download and install modules from Drupal.org

6. Drupal Modules Explained

Potential Elements of the Performance:

- Add features that such as links that enable visitors to share your content on social sites
- Links that enable visitors to print content or email it to friends
- Links that enable visitors to bookmark content
- Ratings so that visitors can vote on content
- More flexible URL patterns
- Forms so that visitors can contact you
- Add a text editor so that you can format your content

7. Drupal Menus Explained

Potential Elements of the Performance:

- Understand the purpose of the four Drupal menus
- Add new menu links
- Reorganize menu links

8. Drupal Themes Explained

Potential Elements of the Performance:

- Distinguish between the administrative theme and the site theme.
- Install a theme from Drupal.org
- Turn on and set up a theme
- Configure a theme that utilizes modules to provide features

9. Drupal Blocks Explained

Potential Elements of the Performance:

- Understand that different Drupal themes have different block regions
- Place blocks in regions
- Change the order of the blocks displayed
- Control the pages that blocks appear on
- Edit the settings of blocks
- Add a block manually

10. Drupal Views Explained

Potential Elements of the Performance:

- Create blocks and pages using Views
- Create calendars and slideshows with Views
- Learn to create views by thinking of the Display, Format, Fields, Filter, and Sort features that were just mentioned
- Use modules to help you expand the features of Views

11. Drupal Layout Modules Explained

Potential Elements of the Performance:

- Use Display Suite to control the layout of existing content
- Use Panels to create new pages
- Understand how the Drupal Workflow takes you logically step-by-step from Drupal Content Explained Section to the end of this section

12. Drupal Users Explained

Potential Elements of the Performance:

- Create roles
- Assign permission to roles
- Create new users
- Test user accounts

- Expand user profiles
- Modify the registration form

13. Drupal Site Management Explained

Potential Elements of the Performance:

- Update your site
- Update your modules and themes
- Disable or uninstall modules and themes
- Use additional measures to protect your site
- Back up your site

III. TOPICS:

1. Drupal Planning Explained
2. Drupal Installations Explained
3. Drupal Administration Explained
4. Drupal Content Explained
5. Drupal Fields Explained
6. Drupal Modules Explained
7. Drupal Menus Explained
8. Drupal Themes Explained
9. Drupal Blocks Explained
10. Drupal Views Explained
11. Drupal Layout Modules Explained
12. Drupal Users Explained
13. Drupal Site Management Explained

IV. REQUIRED RESOURCES/TEXTS/MATERIALS:**DRUPAL 7 Explained**

Your Step-by-Step Guide

Stephen Burge

ISBN: 978-0-13-312423-1

V. EVALUATION PROCESS/GRADING SYSTEM:

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

Project	1 @ 50%
Test	1 @ 30%
Drupalville web site	1 @ 10%
Participation	<u>10%</u>
	100%

The following semester grades will be assigned to students:

Grade	<u>Definition</u>	<i>Grade Point Equivalent</i>
A+	90 – 100%	
A	80 – 89%	4.00
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.	

The professor reserves the right to adjust the final mark based on attendance, participation, leadership, creativity and whether there is an improving trend.

A minimum of **80% attendance** required in the labs and lectures.

- Students must complete and pass both the test and assignment portion of the course in order to pass the entire course.
- All Assignments must be completed satisfactorily to complete the course.
- Late hand in penalties will be a zero grade unless prior permission from the instructor.
- Makeup Tests are at the discretion of the instructor and will be assigned a maximum grade of 50%.
- The professor reserves the right to adjust the number of tests, practical tests and quizzes based on unforeseen circumstances. The students will be given sufficient notice to any changes and the reasons thereof.
- A student who is absent for 3 or more times without any valid reason or effort to resolve the problem will result in action taken.

NOTE: If action is to be taken, it will range from marks being deducted to a maximum of removal from the course.

Eligibility for X Grades/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 a student meets all of the following criteria: The student's attendance has been satisfactory. An overall average of at least 50% has been achieved. The student has not had a failing grade in all of the theory tests taken. The student has made reasonable efforts to participate in class and complete assignments.

Note: The opportunity for an X grade is usually reserved for those with extenuating circumstances. The nature of the upgrading requirements will be determined by the instructor and may involve one or more of the following: completion of existing labs and assignments, completion of additional assignments, re-testing on individual parts of the course or a comprehensive test on the entire course.

Labs:

Lab activities represent a very important component of this course in which practical 'hands-on' skills will be developed. Because of this, attendance is mandatory and the satisfactory completion of all lab activities is required. Evaluation of lab work in-class will be done. It is the student's responsibility to discuss absences from regularly scheduled labs with the instructor so that alternate arrangements (where possible) can be made to complete the lab requirements.

VI. SPECIAL NOTES:

Attendance:

Absenteeism will affect a student's ability to succeed in this course. Absences due to medical or other unavoidable circumstances should be discussed with the professor. Students are required to be in class on time and attendance will be taken within the first five minutes of class. A missed class will result in a penalty in your marks unless you have discussed your absence with the professor as described above. Unauthorized absences could result in a zero grade being assigned. The penalty depends on course hours and will be applied as follows:

Course Hours	Deduction
5 hrs/week (75 hrs)	1% / hr
4 hrs/week (60 hrs)	1.5% /hr
3 hrs/week (45 hrs)	2% /hr
2 hrs/week (30 hrs)	3%/hr

Absentee reports will be discussed with each student during regular meetings with Faculty Mentors. Final penalties will be reviewed by the professor and will be at the discretion of the professor.

VII. COURSE OUTLINE ADDENDUM:**1. 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.

2. 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.

3. 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. Please refer to the Student Academic Calendar of Events for the deadline date by which application must be made for advance standing.

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

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

4. Accessibility 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 Accessibility Services office. Visit Room E1101 or call Extension 2703 so that support services can be arranged for you.

5. Communication:

The College considers ***Desire2Learn (D2L)*** 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 this Learning Management System (LMS) communication tool.

6. Academic Dishonesty:

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.

7. Tuition Default:

Students who have defaulted on the payment of tuition (tuition has not been paid in full, payments were not deferred or payment plan not honoured) as of the first week of November (fall semester courses), first week of March (winter semester courses) or first week of June (summer semester courses) will be removed from placement and clinical activities due to liability issues. This may result in loss of mandatory hours or incomplete course work. Sault College will not be responsible for incomplete hours or outcomes that are not achieved or any other academic requirement not met as of the result of tuition default. Students are encouraged to communicate with Financial Services with regard to the status of their tuition prior to this deadline to ensure that their financial status does not interfere with academic progress.

8. Student Portal:

The Sault College portal allows you to view all your student information in one place. **mysaultcollege** gives you personalized access to online resources seven days a week from your home or school computer. Single log-in access allows you to see your personal and financial information, timetable, grades, records of achievement, unofficial transcript, and outstanding obligations, in addition to announcements, news, academic calendar of events, class cancellations, your learning management system (LMS), and much more. Go to <https://my.saultcollege.ca>.

9. Recording Devices in the Classroom:

Students who wish to use electronic devices in the classroom will seek permission of the faculty member before proceeding to record instruction. With the exception of issues related to accommodations of disability, the decision to approve or refuse the request is the responsibility of the faculty member. Recorded classroom instruction will be used only for personal use and will not be used for any other purpose. Recorded classroom instruction will be destroyed at the end of the course. To ensure this, the student is required to return all copies of recorded material to the faculty member by the last day of class in the semester. Where the use of an electronic device has been approved, the student agrees that materials recorded are for his/her use only, are not for distribution, and are the sole property of the College.