



THE UNIVERSITY OF WINNIPEG

ACS-1809-051
Winter 2020
Website Design and
Development

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THE UNIVERSITY OF WINNIPEG

ACS-1809-051

Winter 2020

Website Design and Development

Class Meeting Time: Wed: 18:00 – 21:00

Room No: 3D01

Instructor: Philemon Pak

Office: 3C07

Office Hours: Mon: 16:30 - 17:30

E-mail: p.pak@uwinnipeg.ca

Course Website: <http://courses.acs.uwinnipeg.ca/1809-051/>

ACS-1809-051 – Agenda

- **Introduction**
- **Course Outline**
 - Course Objectives
 - Special and Important Dates
 - Prerequisite & Restriction
 - Course Materials and Textbook
 - Evaluation Criteria for ACS-1809-051
 - Test/Exam Requirements
 - Misc., Information
- **Course Website**
- **ACS-1809-051 Project Requirement**

Philemon Pak B.A., CISA, CISM, CRISC

- Graduated in 86 at the University of Winnipeg
- Major in Business Computing (Currently Applied Computer Science)
- Work in the IT industries for over 30 years and counting
- Worked in both private and public sectors
- Work experience from application programmer to IS auditor, and anything in-between
- Currently an independent IT consultant specialize in IS audit, security, risk and governance
- Hold certification in IS audit, Security, Risk Management and CSX Cybersecurity Fundamental
- ISACA Winnipeg Chapter certified CSX Cybersecurity Fundamental trainer
- Member of the Information Systems Audit and Control Association (ISACA)
- Director of Academic, Director of Designations and Cybersecurity Nexus (CSX) Liaison for the Winnipeg ISACA Chapter

ACS-1809-051 – Course Objectives



This course introduces students with the concepts and tools related to website design and development. The topics include: website layouts, creating tables, frames, and forms, presenting multimedia on web pages, and hosting websites on Internet. Students will gain hand-on experience of design and developing websites.

The course focus is in HTML and CSS, therefore please refrain from including any scripting language e.g. JavaScript, in the assignments and project. No extra marks will be given and script maybe subject to removal.

ACS-1809-051 – Important Dates



First Class:	Jan 8 th , 2020
Reading Week (No class):	Feb 16 th – Feb 22 nd , 2020
Midterm Exam:	Feb 12 th , 2020 (First Half of Class – Close Book)
Final Withdrawal Date w/o Academic Penalty:	Mar 13 th , 2020
(A minimum of 20% of the work on which the final grade is based will be evaluated and available to the student before the voluntary withdrawal date)	
Last Class:	Apr 1 st , 2020
Final Exam:	Apr 8 th , 2020

- **Prerequisites:** None (This information can be found in the UW General calendar)

None.

*Make sure that you have the necessary prerequisites to take this course. If you have not successfully completed the above listed course(s), it is in your interest to go to student registration office and officially drop the course.

ACS-1809-051 – Course Outline (Tentative)



1. Introduction
2. Basic page structures
3. Color, text, links, images
4. Lists, forms, and tables
5. Cascading Style Sheets
6. Advanced Page Structures
7. Multimedia (as time permits)

Note: All topics listed may not be covered and may be offered in a slightly different time order.

Required Text Book(s)/Reading List

HTML. A beginners guide

Wendy Willard

5th Edition, 2013

McGraw-Hill Osborne Media

ISBN: 9780071809276

And any additional reading materials that will be provided in class.

Class notes and notices will be posted on the course website. Students are responsible for material covered in class and announcements made in class.

ACS-1809-051 – Evaluation Criteria

Assignments: 9%

- There will be 3 assignments worth 3% each.
- Due at 11:59:59 pm on due date.
- No late or handwritten assignment will be accepted, and only under special circumstances e.g. medical, death in a family, and etc. Circumstances are subject to approval before late assignment will be accepted and with a 20% penalty off for each late day.
- Assignments are to be submitting by email. Written assignments should be in PDF (Portable Document Format) only and for web assignment that has HTML, CSS and any supporting files, they are to be Zip.
- All assignments are to be sent to a designated course email account. The email account will be given once it is determine and setup.

ACS-1809-051 – Evaluation Criteria

Assignments: 9% (cont.)

- When sending the assignment files, please name the file with **your name, student ID and the assignment number**, e.g. ***John Doe – 12345 – Assignment 1***. Same for both PDF and Zip file. And the subject line should have the **course number, section number and assignment no**, i.e. ***ACS-1809-051 Assignment 1***.
- Assignments that do not meet all the requirements, including those for the submissions, may not be accepted or a portion of the marks will be deducted. Marks will be deducted for not following the file submission format, file naming format and instruction in the assignment.
- Problem solving and programming assignments could be very time consuming. So please start early. Students are responsible for maintaining backups of their work. Students are responsible to review their assignments before submission to make sure the correct files are submitted. All assignments are to be completed individually.
- Multiple submissions are not permitted. Students may submit a partially completed assignment, and will receive credit for those attempted problems.

ACS-1809-051 – Evaluation Criteria (cont.)



Project: 21%

- Details of project will be announced on first day of class.

Midterm Exam: 25%

- Closed-book in-class midterm exam.

Final Exam: 45%

- Closed-book final exam.
- The final exam covers all material discussed in the course.

Note: The course focus is in HTML and CSS, therefore please refrain from including any scripting language e.g. JavaScript, in the assignments and project. No extra marks will be given and script maybe subject to removal.

Final Letter Grade Assignment

Historically, numerical percentages have been converted to letter grades using the following scale. However, instructors can deviate from these values based on pedagogical nuances of a particular class, and final grades are subject to approval by the Department Review Committee.

A+	90+ - 100%	B	70 - 74%	F	below 50%
A	85 - 90%	C+	65 - 69%		
A-	80 - 84%	C	60 - 64%		
B+	75 - 79%	D	50 - 59%		

ACS-1809-051 – Test/Exam Requirements



- Photo ID at exam is required.
- You are expected to write the test/exam on its given day.
- No electronic devices (e.g. cell/smart phone, laptop, scientific calculators, translators, etc.) are permitted.
- Midterm and final exams are closed-book.
- Simple calculators can be used though. Simple calculators are subjected to test and can be denied use at mid-term test and final examination times.
- Unless a medical certificate is provided, no accommodation is made for missed exams.

ACS-1809-051 – Services to Students



Students with documented disabilities, temporary or chronic medical conditions, requiring academic accommodations for tests/exams (e.g., private space) or during lectures/laboratories (e.g., note-takers) are encouraged to contact Accessibility Services (AS) at 204-786-9771 or accessibilityservices@uwinnipeg.ca to discuss appropriate options. All information about a student's disability or medical condition remains confidential. <https://www.uwinnipeg.ca/accessibility-services>.

Students may choose not to attend classes or write examinations on holy days of their religion, but they must notify their instructors at least two weeks in advance. Instructors will then provide opportunity for students to make up work examinations without penalty. A list of religious holidays can be found in the 2019-20 Undergraduate Academic Calendar online at <http://uwinnipeg.ca/academics/calendar/docs/important-notes.pdf>

All students, faculty and staff have the right to participate, learn, and work in an environment that is free of harassment and discrimination. The UW Respectful Working and Learning Environment Policy may be found online at <https://www.uwinnipeg.ca/respect>.

Email Communication Requirements

- Emails from accounts at uwinnipeg.ca are usually not filtered by the UofW email filter. Thereby it is recommended electronic communication used for the course utilize a UofW email account to minimize the risk of filtering.
- The email sent to the instructor must include your **full name, your student #, and the COURSE # WITH YOUR COURSE SECTION #** (like *ACS-1809-051*) in the subject line of your email. If your email address already includes your name (like in UW's webmail) then you can skip typing your name there. A respectful manner is also expected in the email communications.

Misuse of Computer Facilities, Plagiarism, and Cheating

Academic dishonesty is a very serious offense and will be dealt in accordance with the University's policies.

Avoiding Academic Misconduct and Non-academic Misconduct. Students are encouraged to familiarize themselves with the Academic Regulations and Policies found in the University Academic Calendar at:

<https://uwinnipeg.ca/academics/calendar/docs/regulationsandpolicies.pdf>

Particular attention should be given to subsections 8 (Student Discipline), 9 (Senate Appeals) and 10 (Grade Appeals). Please note, in particular, the subsection of Student Discipline pertaining to plagiarism and other forms of cheating.

Misuse of Computer Facilities, Plagiarism, and Cheating (cont.)

Detailed information can be found at the following:

- Academic Misconduct Policy and Procedures:
<https://www.uwinnipeg.ca/institutional-analysis/docs/policies/academic-misconduct-policy.pdf> and <https://www.uwinnipeg.ca/institutional-analysis/docs/policies/academic-misconduct-procedures.pdf>
- Non-Academic Misconduct Policy and Procedures:
<https://www.uwinnipeg.ca/institutional-analysis/docs/student-non-academic-misconduct-policy.pdf> and <https://www.uwinnipeg.ca/institutional-analysis/docs/student-non-academic-misconduct-procedures.pdf>

Misuse of Filesharing Sites. Uploading essays and other assignments to essay vendor or trader sites (filesharing sites that are known providers of essays for use by others who submit them to instructors as their own work) involves “aiding and abetting” plagiarism. Students who do this can be charged with Academic Misconduct.

Misuse of Computer Facilities, Plagiarism, and Cheating (cont.)

Avoiding Copyright Violation. Course materials are owned by the instructor who developed them. Examples of such materials are course outlines, assignment descriptions, lecture notes, test questions, and presentation slides. Students who upload these materials to filesharing sites, or in any other way share these materials with others outside the class without prior permission of the instructor/presenter, are in violation of copyright law and University policy. Students must also seek prior permission of the instructor /presenter before photographing or recording slides, presentations, lectures, and notes on the board.

ACS-1809-051 – Additional Information



- When it is necessary to cancel a class due to exceptional circumstances, instructors will make every effort to inform students via uwinnipeg email (and/or using the preferred form of communication, as designated in this outline), as well as the Departmental Assistant and Chair/Dean so that class cancellation forms can be posted outside classrooms
- Students are reminded that they have a responsibility to regularly check their uwinnipeg e-mail addresses (and/or using the preferred form of communication, as designated in this outline) to ensure timely receipt of correspondence from the university and/or their course instructors
- Please let course instructor know if you plan on withdrawing from the course. Note that withdrawing before the VW date does not necessarily result in a fee refund.
- Please note that withdrawing before the VW date does not necessarily result in a fee refund
 - Mar 13, 2020 is final VW date for classes that begin in January and ends April 1st

ACS-1809-051 – Additional Information (cont.)



- Make-up classes scheduled:
 - None
- No classes:
 - February 16 – February 22 - Reading Week – No Classes

Project Requirements

- In this project you will use everything you have learned in this course to create a web site.
- The project should be finished by a team of 3 to 4 students.
- I will provide several business write-up/stories to choose from as the bases for this project
- I will post them on the course website and one(1) would be chosen by your group as the course project
- The group leader will notify me which business write-up/store the group has chosen for the course project
- The evaluation of the project will concentrate on how much you use the course materials that is covered in this course. The marking will be based on the following factors:
 1. Knowledge and skills from this course used in your project (HTML, CSS, planning process, readability considerations, navigation design, proper indentations, comments, etc.).

Project Requirements (cont.)

3. The website should have at least minimum of 5 web pages but no more than 10 web pages.
 4. The quality of content presented on the website.
 5. Other bonus part(s) but no scripting.
- To summarize, the mark of your project is mainly a reflection of your efforts put into developing this project in relation to the course materials.
 - After finishing the website, you will need to prepare a written report about the project and all the steps that the team have gone through to complete the project (see ***Project Report Guideline*** section).
 - The deadline for submitting your project is the last class on Dec 2, 2019. You will need to submit every file used to build the project as well as the report.
 - All of these files must be packed into a zip file, and should be named as **Group #.zip**, where *Group #* is the project group that you belong to. So the name of the zip file for *Group 1* would be *Group01.zip*. The **home or starting page** of your website must be named as **index.html**.

Project Requirements (cont.)

- Each group only need to email one set of files to me.
- Email your project zip file to p.pak@uwinnipeg.ca by 11:59pm Dec 2, 2019. The subject line of the email must be like this: <Group #> Project Submission.
- The mark for your project will be distributed as following:
 - Project Report (25%)
 - Web site (75%)
- If the submitted project doesn't fully meet the requirements defined, part of the marks will be deducted accordingly.
- In addition to the overall project evaluation, a peer evaluation process will be in place to evaluate the performance of each member in the project team (see ***Peer Evaluation Process*** section).
- You are to email the peer evaluation score to the INSTRUCTOR (p.pak@uwinnipeg.ca) by Dec 2, 2019. This peer evaluation is strictly confidential, and no one will have access to this information except the instructor.

Project Report Guideline

- The report should have the following section:
 - Introduction (reasons/ motivations of creating a website for such organization)
 - Planning your website, with the 5-step method discussed on the textbook
 - Identify the target audience
 - Which groups of people you want to target
 - Set goals
 - Create the web site's structure
 - Tree diagrams, flowcharts, or simple outlines.
 - Organize web site's content
 - Show the arrangement of folders/directories/files for the website
 - Develop the web site's navigation
 - A project log – a simple timeline of your progress
 - Problem encountered and solutions
 - The highlights of your website – what feature(s) you consider quite stand out or should have some comments on.

Project Report Guideline

- The report should have the following section (cont.):
 - Conclusions and comments
 - References (Papers, articles, and links)
- You are to use the *project template file* provided to format your report, and your report should not be less than 6 pages or more than 12 pages long, not counting the title page.
- You also need to have a cover page with the Group #, student name and student ID of each member of the team. The report should be converted to a PDF format and put inside the zip file with all the files of the project when submitting.

Peer Evaluation Process

- A peer review process will be used to determine the final grade for each member in the group based on their participation and contribution to the project.
- Each member of the group will provide an evaluation of your group member individually to me.
- The evaluation is to be sent to me via the university email, and will be kept in strict confidentiality.
- The evaluation will use a score from 0 to 10 - 10 being 100% participation and contribution, and 0 being no participation and contribution.
- When evaluating your peer, the items to consider will include the amount of work contributed, quality of completed work, attendance at team meetings, quality of individual participation at meetings, and an individual's overall contribution.
- In a group that has more than 2 members, each individual evaluation score will be averaged in order to determine the final peer evaluation score.

Peer Evaluation Process (cont.)

- The peer evaluation score will be applied to the project score to determine the individual grade of the project.
- For example, if the project mark is 20, and your peer evaluation score is a 10, your final mark for the project will be 20. And if your peer evaluation score is 5, then your project mark will be 10.

Project Group

- The project will be done in a group of 3 to 4 members
- You can form your own group but I may assign additional member(s) to your group as I see fit
- Once your group are formed, a group leader need to be selected
- The group leader will be the primary member to communicate between myself and the group.
- Other members may communicate with me on specific issue of a group that cannot be brought to the group leader attention
- The group leader will email me the group membership which include all student name, student ID in the group. The group leader will also make his/her name in bold so that I can identify who is the primary contact for the group
- Once I received the membership list via email I will assign a group number to your group and post it on the Course Website
- Deadline for forming your own group and submitting the group membership is this Friday Sep 13, 2019.

Project Group

- After that date, I will assign students that are not in a group, and form the remaining project group
- Please note that once you are assigned into a group, you are not allow to change group.



QUESTIONS

now