

**Grande Prairie Regional College**  
**Administrative Technology Department**  
**Course Outline**  
**OA 2090 A2/B2/M3**  
**Internet Technologies (3) (0-0-5)**

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<b>Instructor:</b>	Diane Kinderwater, A313A, phone 539-2783 (office) E-mail: <a href="mailto:kinderwater@gprc.ab.ca">kinderwater@gprc.ab.ca</a>
<b>Session Details</b>	A SECTION M/W/F 8:30 - 9:50 B SECTION T/W/TH 10:00 – 11:20 M SECTION M/W 8:30-9:50 & M: 10 – 11:20
<b>Delivery Mode</b>	Lecture/Lab - Internet
<b>Text:</b>	<u>The Internet</u> , Third Edition, Perry & Schneider Course Technology, Thomson Learning <u>Web Pak Module</u> (Kinderwater)
<b>Prerequisite:</b>	OA 2610, OA 1140, OA1150, their equivalents or consent of instructor
<b>Course Description:</b>	This course is designed to give students exposure to and a working knowledge of the Internet and its powerful research and interactive capabilities. web browsers, search engines, web page design (using basic HTML code and Netscape's Composer and/or Microsoft FrontPage 2002), electronic mail using Pegasus, Internet resources and Multimedia are included. Additional topics are: viruses, spyware, adware, software piracy, ethics, FTP file transfers, Internet access and connectivity. If time permits, IRC and newsgroups are included. Students will have an opportunity to design, construct and upload a web page to a server for a local business as a hands-on project.
<b>Course Objectives:</b>	The student will: <ul style="list-style-type: none"><li>• Be able to configure a hard drive system for the Internet (high speed and dial-up access)</li><li>• Access Internet resources efficiently</li><li>• Employ search engines effectively</li><li>• Use electronic mail</li><li>• Be familiar with the Canada Copyright Act and its relevancy for software and the Internet</li><li>• Be able to recognize computer virus invasions, eliminate them and prevent further occurrences</li></ul>

- Be cognizant of spyware and adware, it's purpose and how to eradicate it from computer systems
- Use webpage design principles and theories to effectively design and create a web pages
- Access, download and install data and programs from FTP sites
- Access clipart, create digital files from photographs, and manipulate the attributes of these files in order to make them web-ready.
- Publish, promote and maintain a website on the Internet

**Grading Criteria:**

It will be necessary to complete some assignments out of class time.

Assignments	20%
Web Page Design	40%
Internet Projects	20%
Exams	20%

Due to the vastness and complexities of the Internet, students must be prepared to spend time exploring websites and search engines on their own. Students will not develop an acceptable comfort level with the Internet by attending scheduled classes only. Please make use of the after-hours labs.

Although it would be a benefit for students to have an Internet connection on their home computer, it is not a necessity.

**SUPPLIES:** Two standard size file folders, clearly marked with your name and class ID, three HD computer disks, 2 duo-tangs or small binders for research projects, notebook for class notes, small address book or notepad for Internet address database. As the final project consists of designing and building a full web site, and files necessary for this project can be quite large, it is advisable to have a recordable CD to burn your project. This CD, as well as all projects, will be returned to you after grading.

Your marks/assignment sheet will be stapled inside one of your file folders as an on-going record of your achievement. It is your responsibility to safeguard this document, as it must be handed in to your instructor at the end of the semester for credit.

Notes:

**Course  
Policy**

1. Attendance is required and will be taken at each class. If you are ill, please call you instructor. More that 3 missed classes may result in a recommendation of “Debarred from Exam.” (See College calendar,p.36)
2. In-class tests, mid-terms, and final exams must be completed at the scheduled times. Alternate or individualized examination times will not be considered. Failure to complete examinations at the scheduled times will result in a grade of “F” for that exam.
3. If you miss a class, have a classmate call you with your assignments. Borrow notes from another classmate, as instruction will not be repeated. You are responsible for any work missed.
4. Assignments are due on the dates set by the instructor.
5. If you miss an in-class or homework assignment, you receive a zero (0) for that assignment. Some of these in-class assignments are unannounced.
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6. Plagiarism or cheating will not be tolerated and will result in a grade of “F”, and could result in forced withdrawal from College (see page 41 of your college calendar).
7. All major assignments must be completed in order to complete a course.
8. Keep your work up-to-date. Get to know a fellow student, then If you are absent, phone your study partner to find out what work you missed.
  - a. Study Partner’s Name \_\_\_\_\_
  - b. Study Partner’s Phone # \_\_\_\_\_

**Read your Rights & Responsibilities on page 39-43 of the College Calendar.**