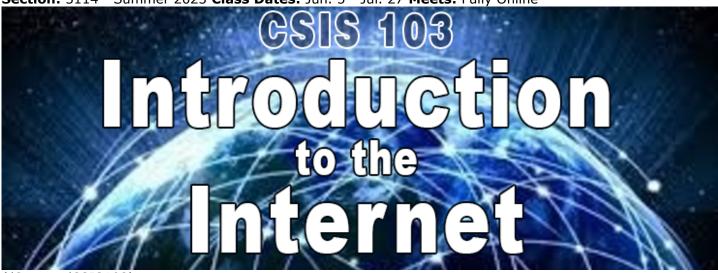**Section:** 3114 - Summer 2023 **Class Dates:** Jun. 5 - Jul. 27 **Meets:** Fully Online

(/Courses/CSIS103)

Syllabus

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✔ Please Check In!!!

Go to the **Student Check-In** discussion forum and "Officially" check yourself in to class.
You must check-in by the end of the second day (@ 11:59 P.M.) of this class or you will be dropped by the instructor and replaced by a student on the wait list.

✐ Course Description

This course provides an overview of the computing and networking technologies that support the Internet and the World Wide Web. Students will learn and use various web services and have the opportunity to create a simple web page.

☰ Course Objectives

- Explain and describe the organization of the internet and the services available.

- Evaluate, use, and assess online information resources.
- Evaluate, use, and assess web-based services for communication and collaboration.
- Evaluate, use, and assess social networking services.
- Assess internet and web security threats and use or implement appropriate countermeasures.
- Consider and assess e-commerce capabilities vis-à-vis the markets they support.
- Design and create web pages.
- Demonstrate working effectively as a member of a team to accomplish common goals.
- Analyze technical information, as well as listen effectively to, communicate orally with, and prepare memos, reports and documentation for a wide range of audiences.
- Investigate and assess new sources of information and learning opportunities to stay abreast of emerging information and computing technologies.
- Prepare a list of career paths related to the program of study, as well as any qualifications and/or professional certifications that may be associated with those careers.

📖 Course Learning Outcomes

- Construct an effective search string for an online information resource to find relevant information (as it pertains to a problem/case scenario)
- Evaluate and assess online information resources (as they pertain to a problem/case scenario) for accuracy.
- Evaluate and assess online information resources (as they pertain to a problem/case scenario) for authority.
- Use and administer anti-virus software to refresh and update security definitions.
- Create a web page that includes a graphic element.
- Create a web page that includes a web page title.
- Create a web page that includes a narrative text.
- Create a web page that includes working hyperlinks.

👤 Instructor Info

👤 **Professor:** Bill Bennett

🎓 **Education:** B.S. CTE, CSUSB (http://cis.msjc.edu/evoc); M.S. CTE, CSUSB (http://cis.msjc.edu/evoc); M.S. IDT, CSUF (http://MSIDT.COM)

🏵 **Certifications:** MCP, MCSE, MCT, CCNA, CIW

✉ **Email:** bbennett@msjc.edu (mailto:bbennett@msjc.edu?subject=MSJC)

🏛 **Office:** 962 (MVC Bus. & Technology Bldg.)

🕐 Office Hours (/Faculty/officeHours.aspx?instructor=bennettb)

🖥 **Web Site:** /Faculty/Bill_Bennett (/Faculty/Bill_Bennett)

I enjoy teaching and talking to students like you. If you would like to discuss the course material or have questions regarding the body of knowledge you are learning, the easiest way to communicate with me is through the Canvas messaging system or via my MSJC email, BBennett@msjc.edu (mailto:BBennett@msjc.edu). Please be sure to list your course number and section number when emailing me. (see CIS Email Policy (/Support/EmailPolicy))

📖 Textbook Information

Title: *New Perspectives on the Internet* - 10th Edition, Comprehensive **(Must Be 10th Edition Comprehensive)**
Author: Jessica Evans
Loose Leaf ISBN#: 9781337283908 © 2018
Paperback ISBN#: 9780357107928 © 2018
**Cengage Link
(https://www.cengage.com/c/new-perspectives-on-the-internet-comprehensive-loose-leaf-version-10e-evans/9781337283908/?searchIsbn=9781337283908) | Amazon Link
(https://www.amazon.com/New-Perspectives-Internet-Comprehensive-Loose-leaf/dp/1337283908/ref=tmm_other_meta_binding_swatch_0?
_encoding=UTF8&qid=1622839095&sr=8-1)
Buy Cengage Unlimted (https://www.cengage.com/unlimited/)** to access in Canvas.

(/csis103/images/BookCoverEd9.png)

📅 Weekly Assignment Schedule

The **Reading** and **Assignments** columns list the week's assigned Reading, Quizes, Assignmens and/or Exams which need to be completed by the due date in the **Due Dates** column.

Learning Unit	Week	Class Meetings 8:00 - 10:50 AM	Reading Read this Module in your textbook *The Internet 10th Ed.*	Online Quiz Complete in *Assignments*	Due Date Each assignment, quiz, or exam *MUST* be submitted by 11:59 P.M. on the date listed in this column
Learning Unit 1: *Internet Basics*	1	Jun 5	**Module 1:** *Browser Basics*	**Module 1 Quiz**	**Jun 11**
			Module 2: *Basic Communication on the Internet: Email*	**Module 2 Quiz**	**Jun 11**
	2	Jun 12	**Module 3:** *Searching the Web*	**Module 3 Quiz**	**Jun 18**
			Learning Unit 1 Exam (LU1) & Assignment 1 *covers Modules 1, 2, & 3*		**Jun 18**
Learning Unit 2: *Working the Web*	3	Jun 19	**Module 4:** *Information Resources on the Web*	**Module 4 Quiz**	**Jun 25**
			Module 5: *User Generated Content on the Internet*	**Module 5 Quiz**	**Jun 25**
	4	Jun 26	**Appendix A:** *The Internet and the World Wide Web*	**Internetworking Quiz**	**Jul 2**
			Learning Unit 2 Exam (LU2) & Assignment 2 *covers Modules 4, 5, & Appendix A*		**Jul 2**
Learning Unit 3: *Increasing*	5	Jul 3	**Module 6:** *Internet Security*	**Module 6 Quiz**	**Jul 9**
			Module 7: *Wireless Networking*	**Module 7 Quiz**	**Jul 9**
			Module 8:		

3: Increasing Your Reach	6	Jul 10	Module 8: Creating Effective Web Pages	Module 8 Quiz	Jul 16
			Learning Unit 3 Exam (LU3) & Assignment 3 covers Modules 6, 7 & 8		Jul 16
Learning Unit 4: Technologies of the Internet	7	Jul 17	Module 9: Electronic Commerce	Module 9 Quiz	Jul 23
			Module 10: Introduction to Data on the Internet	Module 10 Quiz	Jul 23
	8	Jul 24	Learning Unit 4 Exam (LU4) & Assignment 4 covers Modules 9 & 10		Jul 27

Under normal circumstances, scores for assignments submitted on-time, will be posted within one week after the due date & time.

📈 Course Grading

10 Quizzes = 1,000 total possible points: Except for the Pop Quiz, quizzes will be in the multiple choice format. You will access the quizzes online through the Canvas system at http://msjc.instructure.com (http://msjc.instructure.com) by clicking on the Assignments or Quizzes link in the Canvas Course menu or through the appropriate Module folder.

4 Assignments X 100 points = 400 total possible points: as a companion to the quizzes you will complete with each module you read, you will also have a written assignment you will need to complete at the conclusion of each of the 4 Learning Units and each assignment is worth up to 100 points (see the scoring rubric for each assignment for more details).

4 Learning Unit Exams = 1,100 total possible points: The Learning Unit exams will also be in the multiple choice question format. You will access them online through the Canvas system at http://msjc.instructure.com (http://msjc.instructure.com) by clicking on the Assignments or Quizzes link in the Canvas Course menu. There are 10 questions for each chapter being covered. In other words the exams LU1, LU2, and LU 3 have 30 questions, are worth a total of 300 points each, and LU4 covers only two modules, so it has only 20 questions worth a total of 200 points.

Grading Scale: A > 89%, **B** > 79%, **C** > 69%, **D** > 59%, **F** < 60%.

Total possible points for this course = 2,500.

🖋 **Extra Credit Points**
   100 Possible Points

- Up to **80 possible points** for the **Who Are You** discussion forum post.
   As part of the **Prep Unit** you will be asked to create a document telling us a little bit about yourself.
- Up to **20 possible points** for the **Pop Quiz**.
   In the **Prep Unit** folder you will find a short quiz covering details of this course which can be found in the following documents: *Keys to Successful Learning (http://cis.msjc.edu/Support/KeysToSuccess), the CIS Department Email Policy (http://cis.msjc.edu/Support/EmailPolicy), and information about MSJC's Internet Authoring (http://cis.msjc.edu/Pathways/InternetAuthoring) program*.

💬 Instructor's Notes to Students:

Except for the **Pop Quiz**, all of the **Quizzes** can be repeated as many times as you'd like. The system will record your highest score, so feel free to repeat each **Quiz** as many times as you need in order to see the entire pool of questions. **Quizzes** are organized into the **Learning Units** (**Modules**) but you can also access them by clicking on the **Assignments** link. The **Learning Unit Exams** can be found using the

access them by clicking on the **Assignments** link. The **Learning Unit Exams** can be found using the **Assignments** link as well. All assessments: **Quizzes**, **Learning Unit Assignments** and **Exams**, **MUST be completed by 11:59 P.M. on the due date assigned** to that item in the **Due Dates** column of the **Weekly Assignment Schedule** section of the Syllabus.

Feel free to contact me using Canvas messaging or by email with any questions you have. My email address is BBennett@msjc.edu (mailto:BBennett@msjc.edu?subject=csis 103). Please help me to assist you as efficiently as possible by including the following in the email's **Subject** field: **CSIS 103 + Section#**.

✒ Assignment Revisions

Sometimes it takes some practice to nail down the skills we are learning. That's okay! I'm more concerned with you leaving the course with the skills than how many times it takes us to get there. Any of the assignments in this class (excluding deductions for missed peer reviews, lateness, plagiarism, or a failure to meet the minimum qualifications of the assignment, including but not limited to length and source requirements) may be resubmitted for a revised grade. To resubmit an assignment, read the comments I posted in the scoring rubric for your assignment on what needs to be fixed. Resubmissions are due one week after your assignment score is posted. Resubmit the assignment using the same link you used in Canvas for the initial assignment post.

🚫 Late Assignments

All assignments must be completed by **11:59 P.M.** on the due date listed for the assignment under the **Due Date** column in the **Course Schedule** section of the Syllabus. **NO LATE ASSIGNMENTS WILL BE ACCEPTED** without extenuating circumstances. "I had to work," "I was sick," or "I didn't understand the instructions" are **NOT** extenuating circumstances. Hospitalization or death of an immediate family member are, but will require supporting evidence. This does not exempt you from completing any assignment which MUST be submitted by the last day of the class.

With that said, I do understand that life can throw roadblocks at you. If you encounter health issues, family concerns, or other challenging situations while completing this class, please contact me if you would like an extension on an assignment or exam; please do not give up. There are opportunities to still turn in your work, but please reach out to me to let me know how you are doing and how I can support you. Although I will not be able to relieve you of the responsibilities of course assignments, I can suggest strategies to help you prioritize the work you have remaining. Please also do your best not to fall too far behind in this class as it may impact your ability to receive timely feedback.

Note: Due Dates for all **Assignments**, **Exams** and/or **Quizzes** are listed in the Syllabus for this class.

☠ Student Drop Policy

Any student who fails to complete three or more assignments, exams or quizzes may be dropped from the course by the instructor. If you enrollment status in this class warrants it, you will be notified via a Canvas message sent to your Inbox or an email sent to your MSJC email address with a drop warning and given one week to contact me and demonstrate your desire to stay in the class. At that time I will work with you to help you get back on track.

Should you decide that you want to drop or withdraw from the class, you should consult with a counselor first to learn how this action could impact your scholarship at the college.

💬 Instructor's Regular Effective Contact Policy

For quickest response to questions or problems regarding this course, students should always **send me an email using the format specified in the *CIS EMAIL POLICY (http://cis.msjc.edu/generalInformation/emailPolicy)** to the email address listed in the instructor box at the top of the Syllabus.

When emailing me during my stated online office hours, which can be found by clicking on the **"Hours"** link within the Instructor's box of this course, I will usually respond within the same day - depending on my student case load for that particular day. Students are always responded to on a first come first served basis.

first served basis.

When emailing me outside of my posted office hours, when posting to a discussion thread, or when submitting an assignment, students can expect that they will receive an appropriate response, when required, within 48 hours of the post or submission (Monday thru Thursday at 5:00 P.M.). Emails received after Thursday at 5:00 P.M. will be responded to on the following Monday.

To schedule a face-to-face meeting during the posted face-to-face office hours or to request synchronous contact via: virtual office, by telephone, or IM (Instant Messaging); please email your request so that we can schedule a mutually convenient meeting time.

From time to time, as it is deemed necessary, contact will be initiated with you, individually or jointly, via: email, Canvas Announcements, or Discussion Board posts to help keep you informed and up-to-date regarding your progress or status in this course. Be sure that you read all Announcements I post on Canvas and **check your MSJC email on a daily basis.** Please **click "Reply" when responding** to an email I send you so that my email message is included in your email response. That way I can easily keep track of what our discussion thread pertains to.

👎 Plagiarism, Cheating, and Stealing Policies (Academic Integrity)

- Any student who plagiarizes the work of any other person will be given a zero on any and all assignments where plagiarism has been utilized.
- Any student caught cheating on a quiz or final exam will receive a zero for quiz or final exam.
- Any student caught removing items from the classroom including but not limited to: lab materials and tools, without authorization, will be dropped from the course and given an automatic "F".

For more details on plagiarism and cheating, please review the MSJC Student Conduct Web Resources (https://msjc.edu/studentconduct/web-resources.html) page.

🏠 Learning Environment

All students are entitled to an environment that encourages learning. If a student behaves in a manner that negatively affects other class members, he or she is guilty of disruptive behavior. Such behavior will be addressed in a manner consistent with school policy.

In a face-to-face class students should turn off cell phones and refrain from speaking when others are already talking.

In an online class students should follow the rules of netiquette (http://cis.msjc.edu/Info/Netiquette/) when posting to discussion forums or communicating via Canvas Messaging.

🤝 Need Tutoring?

Tutoring for some Business & CIS classes including Internet Authoring, Programming, Networking and Microsoft Office applications is available online.

1. Lab/tutor schedules and access can be found by clicking on the **Help** button "**?**" in Canvas.
2. Under the **Other Resources** heading click on the **Get Tutor Help** link.
3. On the screen that appears click the link in the **Pisces (MSJC Peer Tutoring)** box. It reads: "*There is # groups with faculty or staff available.*"
4. On the next screen, click on the link for **MSJC LRC Online Tutor**.
5. Read the instructions on the Welcome to MSJC's LRC Online Tutoring! screen.

For help getting tutoring, contact the MSJC Learning Resource Center (https://msjc.edu/learningresourcecenter/).

🧭 MSJC Learning Resource Centers

Check out the MSJC Learning Resource Centers! Academic Support is available for all students through the services provided in the Learning Resource Centers (https://msjc.edu/learningresourcecenter/) on each campus. Inquire at each center regarding hours of operations and specific subjects for which tutors are available. In addition, some subject area specialist tutors are available for courses through specific departments. Ask your instructor if specialized tutors are available for your individual course.

🌐 Diversity, Equity, and Inclusiveness

Mt. San Jacinto College is committed to supporting the diversity of its students and communities and as such, this virtual classroom will be a space committed to anti-racism, anti-sexism, and anti-homophobia. I believe it is important that our class is a space where we can work to understand ourselves and others better. To do this, we must have respect for each other and treat each other with dignity, which requires that we value and affirm each other's experiences. We, the Mt. San Jacinto College Faculty, Classified Professionals, and Administrators, acknowledge there are systemic barriers that have historically excluded and prevented equal outcomes for students on the basis of:

- Race/ethnicity
- Gender Identity and Expression
- Sexuality
- National Origin
- Socioeconomic status
- (Dis)Ability
- Language
- Religion
- Age
- Physical Appearance
- Intersections of these identities

Therefore, we define equity as an investment and commitment to achieving parity in academic outcomes by removing institutional barriers and creating an inclusive and culturally affirming learning environment. As such, we are dedicated to challenging our perceptions, biases, and blind spots through self-reflection and constant inquiry to identify and eliminate equity gaps and reinvest in our communities. Our purpose is to celebrate diversity, instill hope, and empower our students to transform their lives and those around them.

🎧 Student Support Hub

For more information about MSJC's dedication to student success see the Student Support Hub (https://msjc.edu/hub/).

♿ Disability Statement

Mt. San Jacinto College abides by the American with Disabilities Act and Section 504 of the Rehabilitation Act of 1973 that prohibits federal and state agencies or programs from discriminating against qualified individuals with disabilities. Students in this course who have a documented disability, that limits a major life activity which may have some impact on your work in this class and for which you may require accommodations should meet with a Accommodation Service Center (https://msjc.edu/asc/) facilitator as soon as possible.