



MASSASOIT COMMUNITY COLLEGE
Business Division
Department of Computer Technology and Information Management

Course Syllabus for Fall 2009

Course Title: Introduction to the Internet and the World Wide Web
Course No.: CTIM142-13, CRN 10564
Time: Tuesday, Thursday, 9:30—10:45
Date: September 8—October 6, 2009
Room: B111
Credits: 1
Prerequisites: None
Instructor: Professor Marilyn R. Sherry
Office: B330
Office Hours: Tuesday, Thursday 11—12:30
(Other times by appointment)
Telephone No.: (508) 588-9100, ext. 1678
Email: msherry@massasoit.mass.edu

Course Description: (catalog)

Students will acquire the necessary information and online skills to become internet literate. The basic internet services of email, listserv, newsgroups, chat, blogs, FTP, and the World Wide Web will be explored. Students will learn to use the WWW and its resources for educational, professional, and personal use.

Objectives:

1. The student will be able to use the Internet and World Wide Web for educational, professional, and personal use.
2. The student will know basic Internet and Web terminology.
3. The student will learn how the Internet and Web are used and become familiar with the history of the Internet and Web.
4. The student will be introduced to Web sites, Web pages, Web portals, Web servers, and Web browsers.
5. The student will learn how to use the search process and use various search tools to do basic and advanced Web searches.
6. The student will learn how to send and receive email; how to add attachments; how to set

up an online address book; and how to do group mailings.

7. The student will learn about mailing lists, newsgroups, wikis, weblogs, web-based discussion groups, text and instant messaging, and virtual meetings.
8. The student will learn how to research a specific topic online.

Textbook:

Discovering the Internet, Brief Concepts and Techniques, Third Edition, Shelly, N, Napier, and Rivers, Shelly Cashman Series, Thomson—Course Technology, ISBN-10: 1439079668

Supplies:

Flash drive, notebook, and pen. You must have your textbook, notebook, flash drive, and pen with you in class.

Evaluation:

Tests and projects demonstrating understanding and knowledge of concepts of all units covered.

*Quizzes (class work and home work) (4)	60%
Test(s) and Project	40%

*At the instructor's discretion, certain class work assignments may be used as a quiz or test grade. Assignments (homework and class) may be collected during any class meeting.

No makeup on quizzes, class work, and tests.

Grading Scale:

Assignments and Tests will be graded on the following basis:

100-93 = A	82-80 = B-	69-67 = D+
92-90 = A-	79-77 = C+	66-63 = D
89-87 = B+	76-73 = C	62-60 = D-
86-83 = B	72-70 = C-	59 or less = F

Class and Attendance Policies:

Students are expected to attend all classes. Please read your student manual. It is your responsibility to acquaint yourself with the rules and regulations that govern your class attendance, grading schedules, and college policies. There is no make-up on quizzes, class work, or tests; therefore, it is imperative that you be in class. A student absent for more than two classes will not receive a passing grade for course.

All cell phones and beepers must be turned off. If a student uses a cell phone, beeper, or goes to web sites that are not part of the class assignment, the student's overall grade will be lowered by one full grade.

Food and beverages are not allowed in the computer classroom. If a student has food or an open beverage, the student's overall grade will be lowered by one full grade.

Class Procedures:

At the beginning of class, I will answer any questions based on the homework or material already covered.

In presenting or reviewing material, I will use the board, the computer projection system, a student's computer, handouts, etc. Very frequently, I will complete an entire assignment in class on the computer to demonstrate how to approach it and how to complete it in the simplest, most efficient manner.

Most of the class time is used by me to present new material, to work on material not in the assigned texts, to answer questions, or to quiz students on both material from homework or from class work.

It is necessary to attend all classes and to realize that one must make time to complete the assignments during outside laboratory time. The computer lab located in SC190 has 60 computers for student use. The following are the hours for this semester:

Monday – Thursday:	8 a.m. until 9 p.m.
Friday:	8 a.m. until 4:30 p.m.
Saturday:	8:30 a.m. until 4:30 p.m.

All homework will be due at the beginning of class. I may not always ask for it, but it is your responsibility to put it in my homework envelope or folder. No late work accepted. Homework should be printed before class starts. There will be no printing of homework during class time.

Office Hours:

My office hours are on Tuesdays and Thursdays from 11 until 12:30. I also am available online and you may email me at msherry@massasoit.mass.edu. When you email me, include the name of the course and time it meets in the Subject Line. Also, make sure you include your full name. I do not open email that does not have a name that I recognize or an appropriate subject line.

If you need to see me at another time, please make an appointment. Class time is not the appropriate time to ask for assignments that are missed, to explain why you were absent, etc.

Tentative Schedule

Week 1:

Introduction to course and Internet

Chapter 1 in text

Lecture, Class work, and Homework

Week 2:

Lesson 2: Browsing the Web

Lecture, Class work, and Homework

Chapter 2 in text

Quiz 1

Week 3:

Searching the Web

Lecture, Class work, and Homework

Chapter 3 in text

Project and Quiz 2

Week 4:

Communicating Online

Lecture, Class work, and Homework

Chapter 4 in text

Quiz 3

Week 5:

Research Project (to be assigned)

Lecture, Class work, and Homework

Test

Other assignments may be added as time allows.