



EMILY GRIFFITH

TECHNICAL COLLEGE

2020-2021 Web Development Checklist

Required Textbooks: Available for purchase at www.emilygriffith.textbookx.com.

Course Code	Book Title	Author	Book ISBN
CWB 110	New Perspectives on HTML5, CSS3, and JavaScript, 6th edition	Carey, P.	978-1305503922
CIS 240	Fundamentals of Database Systems, 7th edition	Elmasri & Navathe	978-0133970777
CSC 240	Introduction to java Programming and Data Structures, Comprehensive Version, 11th edition	Liang, D.Y.	978-0134670942

On the first day of class, you will need:

- Required textbook(s) for class.
- Spiral notebook
- Chromebook (included in the cost of the program and provided to student the week before the program starts, as long as the student's financial account is current).

COVID-19 Part Time Program Hybrid Learning

- Due to COVID-19, this program has been identified as a program that can have instruction take place 100% online until it is safe to return to campus.
- All coursework will take place remotely such as lecture, discussion, activities, and assessments. Students will participate in coursework utilizing a computer off site.
 - This will require students to have access to a reliable internet connection. If you do not have access to this, please contact Vivian Jeffcoat, Dean of Instruction, at vivian.jeffcoat@emilygriffith.edu, immediately to learn more about checking out a laptop for class.
- On the days your class would typically meet face-to-face (Tuesdays and Thursdays), you will be expected to participate synchronously online using Google Hangouts. On the days that you would not be meeting face-to-face, you will complete readings, virtual labs, and homework.



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- Students must be prepared to commit a minimum of 8-10 hours/week of study-time in addition to the 8 hours of weekly class time.
- Students are expected to keep up with classwork by adhering to course assignment schedules.

Computer Skills

- Intermediate computer skills, including file management in a Windows operating system, are necessary for successful completion of coursework.
- Keyboarding skills are necessary; you must be able to type 30 words per minute and touch type (type without looking at the keyboard).
- Please discuss digital literacy support needs with your advisor prior to starting the program.

Internet Access

- Access to a reliable internet connection outside of class is required in order to complete assignments in the Learning Management System.

Accelerated Hybrid Program

- Classes are offered as a hybrid model of online/offline coursework.
- Classes are completed at a quick pace, without breaks between classes. One class is covered in its entirety before moving to the next class. Classes range from two days to six weeks.
- Due to the fast pace of the program, attendance is required for student success.
- In class on Tuesdays and Thursdays, students participate in lecture, class activities, and labs. On Mondays and Wednesdays, students are expected to complete assigned readings and homework.
- Students must be prepared to commit a minimum of 8-10 hours/week of study-time completing reading and assignments in addition to the 8 hours of weekly class time.
- Students need to ensure they have the required book(s) for their next class immediately after a class ends. It is recommended that students have all their required textbooks for the program for the first day of class so there is never an issue with falling behind in class due to not having the book.
- In order to access course content online, students must make payment arrangements with the Treasurer's Office prior to the first class. If a student has not made these arrangements, they will not have access to course content and may find themselves behind in class from day one.



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Classroom Logistics

- On the first day of class for a program, crucial policy, procedure, and orientation take place. It is expected that all registered students attend on the first day. If a student does not attend on the first day of a program without prior approval from the Instructional Dean or Associate Dean, they will be dropped from the program and encouraged to register at another date.
- In the College of Trades, Industry, and Professional Studies our programs welcome new students multiple times throughout the year. As a student, you will likely experience being in the classroom with another cohort that may be learning different content than you. We believe this structure enriches the learning experience for all students, as the peer to peer learning that takes place is invaluable.

Web Development Technology Skills Self Assessment

Answer these questions as honestly as possible. Feeling comfortable with technology is fundamental to the Web Development program. If you answer no to a lot of these questions you may find the technology components of this program challenging. Please discuss digital literacy support and technology access needs with your advisor prior to starting the program.

- Are you comfortable working with computers?
 - Can you work on a computer for hours at a time?
 - Are you comfortable skimming pages full of information to obtain pieces of information to help you solve a problem?
- Can you open and send email messages with attachments?
 - Can you download email attachments?
- Can you unzip files?
- Are you comfortable using a web browser?
 - Can you move between tabs in a browser?
- Are you comfortable using web based tools like Google Drive?
- Are you open to learning new computer based skills that you are completely unfamiliar with?
- A key part of the coursework in this class involves capturing screen recordings of your work using software that will be introduced to you on the 2nd day of class. Are you comfortable with the idea of learning this software and using it to submit your screen recorded assignments to your instructor several times a week? *This also involves uploading your screen recordings to YouTube.



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- Do you understand what folders are in a computer and are you able to create new folders within other folders?
- Are you able to navigate the file structure in a computer? (Looking inside of a folder, searching inside of sub-folders to find files, etc.)