INFO 5845 | Creating Online Content for Youth Services
Course Syllabus

Dr. Tonda Bone

Course Overview

Hello! I'm Dr. Tonda Bone, the instructor and designer of this iteration of INFO 5845 Creating Online Content for Youth Services. The focus of this graduate-level course is to introduce you to the basics of web design, html editing, and online instructional design.

Official LIS Course Description

Examines current trends in developing an online course and adapting face-to-face content to the online environment for a K–12 audience. Exploration of instructional design methods to develop online content and the implications for youth services. Application of HTML markup and web editors to create and format Web pages. Understanding of what is involved in curating online content for school or public libraries. Analysis of online content, online courses and online functionality of course material with associated recommendations for content delivery policies. Prerequisite(s): None.

Course Overview And Objectives

The goals of this course are for you to learn:

- how to create HTML pages
- how to use HTML markup to format Web pages
- basic concepts of Website design and usability
- what is involved in developing an online course
- how to integrate Instructional Design methods when developing online content
- how to approach adapting your face-to-face content to the online environment
- how to measure the success of your online course
- what is involved in curating online content for your library (school or public)
- how to implement an online course using a website builder platform (Weebly)
- how to implement an online course using a blog software platform (Edublog)

Course Access

This course instructional content is presented online via Canvas LMS (learning management system) technology. The course begins the first official day of classes in the semesters in which it is offered. Registered students will be uploaded into the student database and can access the course using their UNT EUID and password beginning on the first day.

If this is your first Canvas course, you may find the Canvas Student Guides (https://community.canvaslms.com/docs/DOC-10701-canvas-student-guide-table-of-contents) to be a helpful

"got to" resource.

NOTE: The course follows a structured format with set due dates, and it fosters a collaborative learning culture -- this is not a self-paced course.

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Dr. T's Accessibility and Responsiveness Parameters:

I think you will find me highly accessible and responsive to you in both discussion and via email. Please use the discussion boards as much as possible for questions and problem solving so that I and your peers can all deliver assistance. Please also use discretion with email and consult with me as needed for real problems you cannot otherwise solve via assistance in the boards. For example, assignment-related questions should go in the Assignment/Peer Help forum; questions about your specific grade should be directed to me privately via course messaging.

I generally will be actively in the class every day Monday - Friday. I generally will take off all day on Saturday and Sunday, so if you have questions about assignments, please catch me during business days. For rare occasions that I am away at a conference or doing consulting, I will post messages to the class.

To ensure same-day response to questions, please post them before 5 pm Central Time.

Course Materials

Content in the course is open access or available by downloading through the library.

Recommended Texts

> *Web Style Guide*, 3rd edition. Patrick C. Lynch and Sara Horton. Available online at www.webstyleguide.com/wsg3/index.html

> *Publication Manual of the American Psychological Association* (6th ed.). (2009). Washington, DC: American Psychological Association.

No purchased web design software (e.g., Adobe Dreamweaver) is necessary to complete the assignments.

Course Technology

Reliable Internet access is required. Canvas is the course management software used at UNT. If this is your

first Canvas course, you may find the Canvas Student Guides to be a useful resource.

This course requires that students have computing technology and equipment specifications as follows:

1. Hardware. When you sign in to BBLearn (https://learn.unt.edu), the system's browser check will run to ensure your settings are compatible. See the Helpdesk (http://helpdesk.unt.edu; 940-565-2324) for more information.

2. A PDF reader, such as Acrobat Reader, to read PDF files. **Be careful to deselect the McAfee Security Scan Plus check box before downloading**, as this could interfere with your current internet security/antivirus program.

3. Streaming Media Player. You may need a media player to view some video files. I suggest the free VLC Media Player by VideoLan. (http://www.videolan.org/vlc/index.html)

4. Speakers. You need speakers to hear the audio in the video files.

5. Required Technology and Software. Other software we might use will be provided through the course or as open source tools.

Assignments

I use a point value scale based on 100. Rather than weighting assignments by percentage, each task/assignment is assigned a point value. Please see the Assignments List & Info page linked in the course menu for details on these assignments.

Weekly Discussion - 44 pts (4 pts/post; 11 required posts)

HTML Website 1 - 4 pts

HTML Website 2 - 5 pts

HTML Website 3 - 5 pts

Weebly Intro Site - 8 pts

Edublog Intro Site - 8 pts

Final Project Outline - 8 pts

Student Learning Objectives - 8 pts

Final Project Website - 10 pts

Grading Criteria

This course requires weekly participation in discussion assignments, and this participation is one of your grading criteria.

Grading Scale:

A | 90-100

B | 80-89

C | 70-79

D | 60-69

F | 59 and Below

Online Participation

Students are required to use Blackboard to submit and exchange assignments electronically and contribute to online discussions. In online discussions, this means substantive remarks on directed discussion topics beyond merely agreeing or disagreeing without justification or support. Points may be deducted for substandard contributions. Students are also expected to visit the class on a regular basis to read and respond to communications and course material.

In class discussions and group assignments, both onsite and online, instructors and students are expected to demonstrate professional and courteous behavior. This means interacting in a supportive and tactful manner based on mutual respect for each other's ideas and approaches.

Assignment Competencies

INFO 5845 requires the following kinds of intellectual and communication competencies:

- Applying analytical thinking and problem-solving skills for information synthesis and response
- Professional style writing
- Attention to detail
- Following specific assignment instructions
- Meeting assignment deadlines

Student Information Notification

Blackboard enables faculty to track where and when students visit various areas of the course site, times of first and last logins, and number of conference postings. This information is used, in part, in determining the participation grade for the course.

Late Work Policy

All work is due at Midnight, Central time, on the date stated on the course calendar. Late work may be excused and accepted only by prior arrangement with the instructor or in the case of a documented illness or emergency. Any other late work receives an automatic 11% deduction for each 24 hours late. No unexcused work will be accepted after 48 hours past the original due date.

Students are advised that it is better to submit partial work for some credit rather than submitting nothing. Please plan accordingly.

Incomplete Grades

The Graduate Catalog located at http://www.unt.edu/catalogs/ describes and explains grading policies. A

grade of Incomplete (I) will be given only for a justifiable reason and only if the student is passing the course. The student is responsible for contacting the instructor to request an incomplete and discuss requirements for completing the course if an approval is agreed upon. If an incomplete is not removed within the time frame agreed upon by instructor and student, the instructor may assign a grade of F.

Withdrawal from the Course

The Graduate Catalog located at http://www.unt.edu/catalogs/ describes and explains withdrawal policies and deadlines. The UNT semester course schedule lists specific deadlines. A grade of Withdraw (W) or Withdraw-Failing (WF) will be given depending on a student's participation and grades to date. Please note that a student who simply stops participating and does not file a UNT withdrawal form may receive an F.

Effort Expected

This is a three-credit-hour course. Students can expect to work 3 - 4 hours per week for each credit hour. This means students may spend about 9 - 12 hours a week on readings, assignments, discussions, and assignment preparation.

Netiquette

I foster a collaborative and supportive environment in this course. And, this is a professionaly oriented course. I welcome all viewpoints on the course material and the course structure as long as those thoughts and comments are presented thoughtfully and constructively. Participants are expected to treat each other with professional and friendly courtesy.

Policies

UNT takes a strong stance against plagiariasm and holds its students to high standards of ethics.

Academic Integrity & Plagiarism

Plagiariasm offenses can result in immediate course failure and/or removal from the University. Please review the UNT's plagiarism policy: https://deanofstudents.unt.edu/academic-integrity

The Code of Student Conduct delineates your rights as a student, as well as describing what conduct is prohibited. The Dean of Students Office enforces the Code of Student Conduct. Visit their site to familiarize yourself with these rights and codes of conduct. https://deanofstudents.unt.edu/conduct.

Dr. Bone's Penalties for Academic Misconduct

Zero points on the assignment, and reported to advisor and Department Chair. Depending upon infraction, student may be referred to the Committee on Student Conduct.

If you aren't sure if it's OK to do it or use it, just ask!

ADA Information

Any student with a disability that will require accommodation under the terms of federal regulations should

register with the Office of Disability Accommodation. The student also must let the instructor know of accommodations on the first day of class and present a written accommodations request to the instructor by the second week of class. Information concerning specific accommodations to provide equal opportunities is available from the Office of Disability Accommodation.

Dr. T's Philosophy of Hope for Good Work by All

I will give you 100% of my best as your teacher and will incorporate into my work in this class all that I ask of you: Be who you are. Do your best. Use good judgment. Trust your instincts. Participate fairly. Help others. Be kind and generous in thought and deed. Give credit where credit is due. Pat yourself on the back for a job well done.

Course Calendar

Module	Deliverables
Mod 1: Welcome & Introduction	Welcome Post HTML File (ungraded but required)
Mod 2: Tags, Graphics, & Links	Discussion Post HTML Site 1
Mod 3: Folders, Pages, & External Links	Discussion Post HTML Site 2
Mod 4: Web Design Basics; Usability	Discussion Post HTML Site 3
Mod 5: Introduction to Web Builders	Discussion Post Site Link
Mod 6: Introduction to Content Management Systems	Discussion Post Site Link
Mod 7: Introduction to Online Courses	Discussion Post
Mod 8: Introduction to Instructional Systems Design	Discussion Post
Mod 9: Introduction to Instructional Design	Discussion Post
Mod 10: Introduction to the Final Project	Project Outline
Mod 11: Syllabus & Curation	Discussion Post Learning Objectives Assignment
Mod 12: Project Build Week	Online Course Site Link
Mod 13: Debrief & Wrap Up	Discussion Post

The End of the Syllabus