

**Pellissippi State Community College
Master Syllabus**

**e-PORTFOLIO
DWP 2950**

Class Hours: 1.0
Laboratory Hours: 0.0

Credit Hours: 1.0
Revised: Spring 2017

Catalog Course Description

This hands-on course emphasizes development of skills to display and present an individual's design work for potential clients. Through presenting work to faculty for critique, the focus is on learning to recognize personal strengths and weaknesses in one's work; faculty feedback is used to identify specific works or subject areas that need improvement. Students showcase their best work and build an attractive electronic portfolio to serve as a platform for print and Web design services.

Prerequisite(s)

DWP 2900

Textbooks(s) and Other Course Materials

Online materials will be provided by the instructor. No textbook required

Week/Unit/Topic Basis

Week Topic

1. Introduction to course. Overview of portfolio critique procedures.
2. Faculty work with individual students on e-portfolio development. Review of e-portfolio formats. Development of student timelines for e-portfolio completion.
3. Faculty work with individual students on e-portfolio development. Timeline updates.
4. Faculty work with individual students on e-portfolio development. Timeline update.
5. Final e-Portfolio presentation and faculty critique.

Course Goals

Note: *Roman numerals after course objectives reference goals of the Web Technology program.

The course will:

- A. Guide students in developing a professionally formatted, accessible, and user friendly electronic portfolio of their best work in print and Web design.(I, II, III)
- B. Assist students in critically evaluating their design work for strengths and weaknesses. (I, III, IV)
- C. Assist students in designing their e-portfolio to reflect their individual aptitudes and goals.(I, II, III, IV)
- D. Guide the student through the process for marketing their e-portfolio site through social

media and search engine optimization. (I, II, IV, V, VI)

Expected Student Learning Outcomes

Note: Capital letters after Expected Student Learning Outcomes reference the course goals listed below.

Students will:

1. Include research, personal style, career aspirations, and professional skill sets into a portfolio site plan. (A, B, C, D)
2. Apply best practice guidelines for layout, navigation, content selection, HTML and CSS coding, and file structure as they apply to portfolio Web sites. (A, D)
3. Select portfolio work samples that reflect the goals of the designer and the portfolio site.(A, B, C)
4. Categorize work samples effectively and apply navigation that allows for easy viewing of work samples. (A, D)
5. Write effective supporting text to accompany portfolio work samples.(A, C)
6. Create visual comps and polished drafts that guide development of the portfolio site pages. (A, B, C)
7. Apply basic techniques for polishing site content and planning for future site expansion. (A, D)
8. Apply basic search engine optimization and tracking techniques to build and improve site traffic. (D)

Evaluation

Testing Procedures

N/A

Laboratory Expectations

N/A

Field Work

N/A

Other Evaluation Methods: 100% of grade

Assessment of e-portfolio as determined by faculty critique.

Grading Scale

A	90-100
B+	85-89
B	80-84
C+	75-79
C	70-74
D	60-69
F	0-59

Policies

Attendance Policy

Pellissippi State expects students to attend all scheduled instructional activities. As a minimum, students in all courses (excluding distance learning courses) must be present for at least 75 percent of their scheduled class and laboratory meetings in order to receive credit for the course. Individual departments/programs/disciplines, with the approval of the vice president of Academic Affairs, may have requirements that are more stringent. In very specific circumstances, an appeal of the policy may be addressed to the head of the department in which the course was taken. If further action is warranted, the appeal may be addressed to the vice president of Academic Affairs.

Academic Dishonesty

Academic misconduct committed either directly or indirectly by an individual or group is subject to disciplinary action. Prohibited activities include but are not limited to the following practices:

- Cheating, including but not limited to unauthorized assistance from material, people, or devices when taking a test, quiz, or examination; writing papers or reports; solving problems; or completing academic assignments.
- Plagiarism, including but not limited to paraphrasing, summarizing, or directly quoting published or unpublished work of another person, including online or computerized services, without proper documentation of the original source.
- Purchasing or otherwise obtaining prewritten essays, research papers, or materials prepared by another person or agency that sells term papers or other academic materials to be presented as one's own work.
- Taking an exam for another student.
- Providing others with information and/or answers regarding exams, quizzes, homework or other classroom assignments unless explicitly authorized by the instructor.
- Any of the above occurring within the Web or distance learning environment.

Please see the Pellissippi State Policies and Procedures Manual, Policy 04:02:00 Academic/Classroom Conduct and Disciplinary Sanctions for the complete policy.

Accommodations for Disabilities

Students that need accommodations because of a disability, have emergency medical information to share, or need special arrangements in case the building must be evacuated should inform the instructor immediately, privately after class or in her or his office. Students must present a current accommodation plan from a staff member in Disability Services (DS) in order to receive accommodations in this course. Disability Services may be contacted by sending email to disabilityservices@pstcc.edu, or by visiting Alexander 130. More information is available from the [Disability Services website](http://www.pstcc.edu/sswd/). (<http://www.pstcc.edu/sswd/>)