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IT 605 Internet and the Web in Ministry

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IT 605

Name: IT 605

Subject: Groeling

Category:

Abstract:

Keywords: NOTE: This syllabus may (will!) be amended prior to the beginning of
class.

INTERNET AND THE WEB IN MINISTRY

IT 605/3.0 Credit Hours
January 2005
Instructor: Jeff Groeling
Class size: 13

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 WELCOME

I would like to welcome you to IT 605, The Internet and the Web in Ministry. I
encourage you to look at my resume within First Class (directory/jeff groeling/resume) to
find out more about me. I look forward to beginning this journey with you and learning
more about each of you over the course of this class.

 COURSE DESCRIPTION

This course is designed for the computer user wanting to gain experience in the use of the

World Wide Web (WWW) as a tool for effective ministry. Some experience with basic computer operation is required. Consideration will be given to seven areas: (1) networks, the Internet and servers, (2) WWW overview, (3) searching the Web, (4) imaging and web editing software, (5) practicalities of web site setup, (6) organizing and managing a web site, and (7) advanced web technology and future directions of the web.

The format for this course will include readings, powerpoint highlights of the readings, projects, group participation and discussion, and submission of written work.

REQUIRED READINGS

Lochhead, David, Shifting Realities: Information Technology and the Church. WCC Publications, 1999

The Lochhead text can be picked up or ordered through the ATS Bookstore (859)858-2293.

** Related required readings will be provided online within the context of the course. Please see the bottom of this document for online readings.

COURSE OVERVIEW

The class is organized into 7 modules and each module will have its own devotional.

GRADING

20 % Participation
- In class discussion
- Answer module questions
- Team review of readings
- Completion of readings

40% Projects
- Good site/bad site?
- Internet scavenger hunt
- Setting up a website HOWTO
- Website flowchart

30% Final Project - Setting up and creating a website

10% Test

Late assignment policy: Each module assignment is due before the start of the following module. Assignments or papers that are late are marked down 1/3 of a letter

grade for each day late.

PROJECT OBJECTIVES AND DESCRIPTIONS

The student showing competence in this course will be able to:

Understand basic network design.
Conduct basic web searches.
Organize, design, create and manage a website
Understand advanced web technologies.

Module questions: Answer questions for each module and submit to class folder.

Team review of readings: After being assigned teams, each team will divide up the readings for each module and write at least a 1 to 2 page summary of information for each article and then submit the group's summary for that module to the IT605 folder.

Good site/bad site: Students are given a sheet of websites to evaluate. For each website, students will write a complete sentence about whether it is a good or bad site *AND* why utilizing good design principles as rationale.

Internet scavenger hunt assignment: Students are given a sheet of persons, places and things to find on the Internet. Using a different search engine for each question--list the search engines used to find the answer for that question as well as the answer.

Setting up a website HOWTO: Students will be exptected to outline specific steps they would go through to set up a website as if explaining it to someone unfamiliar with website setup. Treat this assignment as if you were going to set up a website in actuality yourself (because you will later as part of this class). Setting up a website is at least a 4 step process. You will need to provide RATIONALE (for example, which ISP did you use? Why? etc.) for each decision: 1) find an ISP to host the website, 2) set up a domain name, 3) select web editing software, 4) provide a means for uploading web pages.

Website flowchart: Draw at least a three tiered, four category website electronically or on paper. Use standard flowchart diagramming. I would prefer to see a graphic representation of your website, although using Word could be an acceptable substitute. For more flowchart information see: http://mot.vuse.vanderbilt.edu/mt322/Flow.htm

Website setup and creation: Using Macromedia Dreamweaver, Netscape Composer or an equivalent WYSIWYG web editing program, students will setup and create a web site including relevant graphics.

Test: Students will be given a test the latter part of class. Questions will be drawn from content covered over the duration of the entire class including readings, powerpoint and discussion.

CLASS SCHEDULE

Module 1 - Course introduction & networks, the Internet & servers
Topics
- Short history of the Internet
- Connections to the Internet, ISPs, modems & dsl
- Security: firewalls, viruses, spam
Devotion
Introduction and chapter 1 of Lochhead
Module 1 readings
Assign teams
Assignments:
  Readings
  Answer and respond to module questions
  Team review of readings

Module 2 - World Wide Web overview
Topics
- Browsers
- Basic design
- Basic HTML tags, Source code
Devotion
Module 2 readings
Lochhead chapters 2 and 3
Assignments
  Readings
  Answer and respond to module questions
  Team review of readings
  Good site/bad site project

Module 3 - Searching the web
Topics
- Google: searching web, newsgroups & images
- Other search engines
Devotion
Lochhead chapter 4
Module 3 readings
Assignments
  Readings
  Answer and respond to module questions
  Team review of readings
  Complete Internet scavenger hunt project

Module 4 - Imaging and web editing software

Topics
- images, cameras, scanners
- Web editing software: Dreamweaver, Netscape composer
Devotion
Lochhead chapter 5 and 6
Module 4 readings
Assignments
        Readings
        Answer and respond to module questions
        Team review of readings
        Start practicing creating web pages for final project. Create 3 pages and link them together.

Module 5 - Practicalities of website setup
Topics
- finding an ISP, host, registering a domain name, uploading
Devotion
Module 5 readings
Assignments
        Readings
        Answer and respond to module questions
        Team review of readings
        Setting up a website HOWTO project

Module 6 - Organizing and managing a website
Topics
- Planning: setting up a web site, management --team or individual?
- What is the goal of the website? Who is your target audience? How will you get there?
- Flowchart, organization
Devotion
Module 6 readings
Assignments
        Readings
        Answer and respond to module questions
        Team review of readings
        Flowchart a website project

Module 7 - Advanced web technology and the future of the web
Topics
- Forms, scripting, javascript, java, flash
Devotion
Module 7 readings
Assignments
        Readings
        Answer and respond to module questions
        Team review of readings

Work on final project
Take test & fill out course evaluation

ONLINE READING LIST
This is the online reading list for IT 605. Because of the changing nature of technology it is difficult to find books that are not obsolete in content, therefore, the majority of readings for the class are online where more current information can be found. Please use your best judgement in reading these articles. I do not expect you to follow every hyperlink associated with each article, but I do expect you to understand the underlying concept in each article.

Disclaimer: Some of these links may expire between the time they are checked and the time class starts. If a link does not work for you, try again at a later time. If it still does not work, please notify the instructor ASAP.

Module 1: Course introduction, networks, the Internet & servers

Lochhead tribute homepage
http://www.religion-research.org/irtc/lochhead.htm

A review of shifting realities
http://www.roxborogh.com/Articles/shifting%20realities.htm

A Brief History of the Internet
http://www.walthowe.com/navnet/history.html

Networking Basics - (make sure you cover all the "Contents" section at the bottom of the page)
http://www.linksys.com/faqs/default.asp?fqid=16

An Introduction to Computer Viruses
http://www.sophos.com/virusinfo/

An Introduction to Spam
http://www.sophos.com/spaminfo/

Home Network Security
http://www.cert.org/tech_tips/home_networks.html

Module 1 Resources: (Not required reading)
Basic PC Help pages
http://www.whatis.com

http://www.about.com
http://www.hardwarecentral.com/hardwarecentral/tutorials/
http://www.tomshardware.com
http://www.storagereview.com

Setting up a home network
http://compnetworking.about.com/cs/homenetworking/

Wabash Center guide to Internet resources for teaching and learning in theology and religion
http://www.wabashcenter.wabash.edu/Internet/front.htm

Theology of Technology
http://www.ebts.edu/theologyoftechnology.htm

Module 2 - World Wide Web overview

The Web At-a-Glance
http://www.learnthenet.com/english/web/000www.htm

Understanding the World Wide Web
http://library.albany.edu/internet/www.html

Web Design Features
http://www.ratz.com/features.html

Browser Comparison Chart
http://hotwired.lycos.com/webmonkey/reference/browser_chart/

More Alternatives to Internet Explorer
http://www.pcworld.com/howto/article/0,aid,115559,00.asp

Introduction to HTML
http://www.cwru.edu/help/introHTML/toc.html

Module 2 Resources: (Not required reading)

About Web Design Links
http://webdesign.about.com/cs/design/

HTML: An Interactive Tutorial for Beginners
http://www.davesite.com/webstation/html/

United Methodist Churches: Web Hosting by GBGM
http://gbgm-umc.org/churches/

United Methodist Churches: Web Listings by State
http://gbgm-umc.org/churches/browse.cfm

ELCA: Find a church - Congregation Web Sites
http://www.elca.org/hompage.html

Module 3 - Searching the web

Search Engine Showdown Reviews
http://notess.com/search/reviews/

The Best Search Engines
http://www.lib.berkeley.edu/TeachingLib/Guides/Internet/SearchEngines.html

Evaluating Web Resources
http://www.library.georgetown.edu/internet/eval.htm

Module 3 Resources: (Not required reading)

How To Find Anything Online
http://www.pcmag.com/article2/0,4149,1047718,00.asp

Module 4 - Imaging and web editing software

Finding Images for Use on the Web
http://depts.washington.edu/trio/train/howto/pieces/images/cfind.shtml

Optimizing Images for the Web
http://depts.washington.edu/trio/train/howto/pieces/images/optimize/index.shtml

Creating Web Pages Using Netscape Composer 7
http://www.dickinson.edu/it/training/vc/web/composer7.shtml

Creating a Web Page in Dreamweaver (Make sure you go through the Dreamweaver Simulation as well)
http://depts.washington.edu/trio/train/howto/page/dreamweaver/createpage/index.shtml

Resources - Module 4 (Not required reading)

Creatively Using Tables in Netscape Composer
http://www.dickinson.edu/it/training/vc/web/ntscptables.shtml

Web Design Tutorial: 10-step Tables in Netscape Composer

http://www.journalism.indiana.edu/courses/materials/tabletutorial/1.html

Graphics and Multimedia Resource Guide from Builder.com
http://builder.cnet.com/webbuilding/0-3883.html

How Digital Cameras Work
http://www.howstuffworks.com/digital-camera.htm/printable

A Few Scanning Tips
http://www.scantips.com/basics01.html

Module 5 - Practicalities of website setup

Nine Things To Know Before Selecting The Web Host For Your Business
http://www.webmasterarticles.net/?article=101

Introduction to Domain Names
http://www.igoldrush.com/intro.htm

Preparing to Post a Web Site
http://depts.washington.edu/trio/train/howto/site/post/prepare.shtml

Using WS_FTP LE to Post a Web Site
http://depts.washington.edu/trio/train/howto/site/post/wsftp/wsftp.shtml

Resources - Module 5 (Not required reading)

The List of ISPs
http://www.thelist.com/

Microworld Web Hosting
http://www.microworld.com

Network Solutions
http://www.nsi.net

WHOIS
http://www.netsol.com/cgi-bin/whois/whois

Module 6 - Organizing and managing a website

Should your church have a web site?
http://www.freshministry.org/whyweb.htm

Organizing Information for a Web Site
http://depts.washington.edu/trio/train/howto/site/organize/organizeinfo.shtml

Taking the Plunge: What to consider before building, or rebuilding a site
http://www.efuse.com/Start/taking_the_plunge.html

Building Your Web Team
http://www.webtechniques.com/archives/2001/01/berry/

The Pre-Design Process: Things to Consider Before Building a Web Site
http://webdesign.about.com/library/weekly/aa071999.htm

Resources - Module 6 (Not required reading)

Creating a User Interface
http://depts.washington.edu/trio/train/howto/site/organize/interface.shtml

File Organization for Web Sites
http://depts.washington.edu/trio/train/howto/site/organize/organizefiles.shtml

Module 7 - Advanced web technology and the future of the web

Getting Started With Interactivity
http://depts.washington.edu/trio/train/howto/pieces/pointers/index.shtml
(!!!READ ALL SUBLINKS IN THE LEFT COLUMN!!!)

The Power and Future of the Web: Maximizing Opportunity
Part One: The Power of the Web
http://www.experiencethread.com/articles/intel_artcl.cfm?article=35

The Power and Future of the Web: Maximizing Opportunity
Part Two: The Future of the Web
http://www.experiencethread.com/articles/intel_artcl.cfm?article=36