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IT 605 Internet and the Web in Ministry

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Document

IT 605 Summer 2008

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Abstract:

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IT 605/3.0 Credit Hours

Summer 2008

8/4/2008-8/8/2008

8:30am-5:00pm

BC330

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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](mailto: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, 1997

Stephenson, Mark, *Web-Empower Your Church: Unleashing the Power of Internet Ministry*, Abington Press, 2006

The texts 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. Also, when referring to a course text in course discussion, please use the url or author name and page number so the rest of class can understand the context of the reference.**

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
- 3 page website
- 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.

COURSE OVERVIEW

The class is organized into 7 modules covering various aspects of the Internet and the World Wide Web and their application to ministry.

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 list of persons, places and things to find on the Internet. Using a different search engine for each question: A) list the search engines used to find the answer for that question, B) list the answer of the question and C) give me the url of the site where you found the answer (not the search engine url).

Three page website creation: Using Seamonkey Composer, Macromedia Dreamweaver or an equivalent WYSIWYG web editing program, students will setup and create a three page linked web site including relevant graphics. Upload the finished html and image files to First Class or some other site where they can be graded by the instructor and then report the url to the instructor.

Website flowchart: Draw at least a three tiered, four category website electronically using an image editing program or the org chart function of MS-Word or some other design program. Use standard flowchart diagramming. Examples will be made available. For more flowchart information see: <http://mot.vuse.vanderbilt.edu/mt322/Flow.htm>

Setting up a website HOWTO: Students will be expected 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 (and to remind you a few years down the road). Setting up a website is at least a 4 step process. You will need to provide RATIONALE (for example, which web hosting service did you use? Why? etc.) for each decision: 1) find a host for the website, 2) set up a domain name, 3) select web editing software, 4) provide a means for uploading web pages.

Final Project: Using Seamonkey Composer, Macromedia Dreamweaver or an equivalent WYSIWYG web editing program, students will setup and create a web site covering a topic pre-approved by the instructor after viewing the flowchart assignment. Students with more technical expertise will be encouraged to try more advanced technologies such as button rollovers, CSS, or setting up forms, forums or blogs. As part of this project, students will be required to register a domain name and sign up for space with a web host. After website creation, the associated pages and images will be uploaded to the website for correction and grading.

Test: Students will be given a test the last week 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, phishing

Devotion

Introduction and chapter 1 of Lochhead

Forward and introduction of Stephenson

Online module 1 readings

Assign teams

Assignments:

Readings

Introductions

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

Lochhead chapters 2 and 3

Stephenson chapter 5

Online module 2 readings

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

Online 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: Seamonkey composer

- Image editing software: QV

Devotion

Lochhead chapter 5 and 6

Stephenson chapter 9

Online module 4 readings

Assignments

Readings

Answer and respond to module questions

Team review of readings

Three web page project

Module 5 - Practicalities of website setup

Topics

- finding an ISP, host, registering a domain name, uploading

Devotion

Stephenson chapter 8

Online 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

Stephenson chapter 1, 2, 3, 4 and 10

Online 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, cms

Devotion

Stephenson chapter 6, 7 and 11

Online 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 judgment 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/servlet/Satellite?childpagename=US%2FLayout&packedargs=c%3DL_Content_C1%26cid%3D1114037291160&pagename=Linksys%2FCommon%2FVisitorWrapper

Home Network Security

http://www.cert.org/tech_tips/home_networks.html

Malicious Programs Descriptions

<http://www.viruslist.com/en/viruses/encyclopedia?chapter=152540403>

Protect your PC from viruses

http://reviews.cnet.com/4520-6600_7-5021309-1.html?tag=txt

What is Spam?

<http://www.viruslist.com/en/spam/info?chapter=153350526>

Types of Spam

<http://www.viruslist.com/en/spam/info?chapter=153350533>

10 Ways to Avoid Spam

<http://www.viruslist.com/en/spam/info?chapter=153350654>

Phishing Scams: 5 Ways to Help Protect Your Identity

<http://www.microsoft.com/athome/security/email/phishing.msp>

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/>

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://www.internettutorials.net/www.html>

Web Design Features

<http://www.ratz.com/features.html>

Browser Comparison Chart

http://en.wikipedia.org/wiki/Comparison_of_web_browsers

Browser Wars

http://en.wikipedia.org/wiki/Browser_wars

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/FindaChurch/>

Module 3 - Searching the web

Search Engine Showdown Reviews (make sure you follow the links at the top of the page)

<http://notess.com/search/reviews/>

The Best Search Engines

<http://www.lib.berkeley.edu/TeachingLib/Guides/Internet/SearchEngines.html>

Wikia Wants to Shake Up Search

http://www.businessweek.com/print/technology/content/jan2008/tc2008014_155055.htm

Evaluating Web Resources

<http://www.library.georgetown.edu/internet/eval.htm>

Module 3 Resources: (Not required reading)**How Internet Search Engines Work**

<http://computer.howstuffworks.com/search-engine.htm>

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.itc.virginia.edu/desktop/web/class_comp.html

Seamonkey Tutorial

<http://www.lis.uiuc.edu/itd/tutorials/SeaMonkey/>

Resources - Module 4 (Not required reading)**Creating a Web Page in Dreamweaver**

<http://depts.washington.edu/trio/train/howto/page/dreamweaver/createpage/index.shtml>

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/center/howto/design/site/post/prepare.html>

Filezilla Tutorial

<http://www.montgomerycollege.edu/webinfo/filezilla.html>

Resources - Module 5 (Not required reading)**The List of ISPs**

<http://www.thelist.com/>

Network Solutions

<http://www.nsi.net>

Godaddy Domain Name Registration and Web Hosting

<http://www.godaddy.com/gdshop/default.asp>

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/center/howto/design/site/organize/organize.html>

File Organization for Websites

<http://depts.washington.edu/trio/center/howto/design/site/organize/files.html>

Creating a User Interface

<http://depts.washington.edu/trio/center/howto/design/site/organize/nav.html>

Taking the Plunge: What to consider before building, or rebuilding a site

http://www.efuse.com/Start/taking_the_plunge.html

Resources - Module 6 (Not required reading)**Building Your Web Team**

<http://www.webtechniques.com/archives/2001/01/berry/>

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!!!)

Tables vs. CSS - A Fight to the Death

<http://www.sitepoint.com/print/tables-vs-css>

The 10 Best Resources for CSS

<http://www.siteprnews.com/archives/2005/july/20prt.html>

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

Resources - Module 7 (Not required reading)

Special Reports IT: Web 3.0

<http://www.technologyreview.com/special/web3/>