

CS 50.25 Course Outline as of Fall 2015**CATALOG INFORMATION**

Dept and Nbr: CS 50.25 Title: ELECTRONIC PORTFOLIO
 Full Title: Creating an Electronic Portfolio for the World Wide Web
 Last Reviewed: 2/1/2010

Units		Course Hours per Week		Nbr of Weeks	Course Hours Total	
Maximum	1.50	Lecture Scheduled	1.50	17.5	Lecture Scheduled	26.25
Minimum	1.50	Lab Scheduled	0	4	Lab Scheduled	0
		Contact DHR	0		Contact DHR	0
		Contact Total	1.50		Contact Total	26.25
		Non-contact DHR	0		Non-contact DHR	0

Total Out of Class Hours: 52.50

Total Student Learning Hours: 78.75

Title 5 Category: AA Degree Applicable

Grading: Grade or P/NP

Repeatability: 00 - Two Repeats if Grade was D, F, NC, or NP

Also Listed As:

Formerly: CIS 58.57

Catalog Description:

This course focuses on using the Internet and World Wide Web as a tool for displaying student work and assisting in student employment. Participants will create an electronic portfolio that displays their work. They will join work related mailing lists and newsgroups and register their portfolio with online career databases. Student will be required to produce 5-7 webpages. Because no instruction in webpage creation will be provided, students must be proficient in HTML [HyperText Markup Language] or a Web authoring program such as Dreamweaver.

Prerequisites/Corequisites:

Course Completion of CS 50.11A (or CIS 58.51A or CIS 84.42A)

Recommended Preparation:

Eligibility for ENGL 100 or ESL 100

Limits on Enrollment:**Schedule of Classes Information:**

Description: This course focuses on using the Internet and World Wide Web as a tool for displaying student work and assisting in student employment. Participants will create an electronic portfolio that displays their work. They will join work related mailing lists and

newsgroups and register their portfolio with online career databases. Student will be required to produce 5-7 webpages. Because no instruction in webpage creation will be provided, students must be proficient in HTML [HyperText Markup Language] or a Web authoring program such as Dreamweaver. (Grade or P/NP)

Prerequisites/Corequisites: Course Completion of CS 50.11A (or CIS 58.51A or CIS 84.42A)

Recommended: Eligibility for ENGL 100 or ESL 100

Limits on Enrollment:

Transfer Credit:

Repeatability: Two Repeats if Grade was D, F, NC, or NP

ARTICULATION, MAJOR, and CERTIFICATION INFORMATION:

AS Degree:	Area	Effective:	Inactive:
CSU GE:	Transfer Area	Effective:	Inactive:

IGETC:	Transfer Area	Effective:	Inactive:
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CSU Transfer:	Effective:	Inactive:
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UC Transfer:	Effective:	Inactive:
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CID:

Certificate/Major Applicable:

Certificate Applicable Course

COURSE CONTENT

Outcomes and Objectives:

Upon completion of the course, students will be able to:

1. Develop goals and objectives for their electronic portfolio.
2. Locate and evaluate electronic portfolios which are currently displayed on the Internet.
3. Research existing employment aids available on the Internet.
4. Create an electronic portfolio.
5. Register portfolios with existing Internet sites.
6. Research online mailing lists and newsgroups which can assist in finding employment.

Topics and Scope:

1. Electronic portfolio
 - a. Review and evaluation of existing electronic portfolios
 - b. Essential elements of portfolio
2. Creating an online portfolio
 - a. Design basics - Keep it Simple
 - b. Capturing work and displaying work on the Internet
 - 1) Scanning
 - 2) Video capture
 - c. Describing skills using words that sell
 - d. Basic web development questions and answers
 - e. Navigating the portfolio
 - f. Providing contact information

- g. Identifying the goals and objectives of the portfolio
- 3. Researching jobs on the Internet
 - a. Job search resources
 - b. Local vs. worldwide resources
 - c. Researching prospective employers
- 4. Job search aids
 - a. Resume guides
 - b. Interview tips
 - c. Employment statistics
 - d. EDD [Employment Development Department] services
- 5. Using mailing lists and newsgroups
 - a. Sources of potential jobs
 - b. Learn about the industry
 - c. Establishing a network of contacts
- 6. Registering the portfolio/resume with online job banks
 - a. Searching for resume banks on the Internet
 - b. Registering costs
 - c. Locating headhunters online

Assignment:

1. Five to seven webpages which contain the following elements:
 - a. Online resume
 - b. Examples of student work
 - c. Student's work philosophy
2. Create a webpage of job related resources which include the following:
 - a. Online job announcements
 - b. Resume banks
 - c. Employment statistics
 - d. Job finding strategies
3. Locate 2-3 mailing lists or newsgroups, join one for a two-week period and report experiences to the class.
4. Research a company online that is of interest for possible employment.
5. Research online ways to register portfolios.
6. Research ways to generate hits on the online portfolio.
7. 2 to 4 quizzes.
8. Read 10 to 20 pages per week.

Methods of Evaluation/Basis of Grade:

Writing: Assessment tools that demonstrate writing skills and/or require students to select, organize and explain ideas in writing.

Written homework and reports on Internet research	Writing 5 - 30%
Internet research and effective web presentation	Problem solving 15 - 40%

Problem Solving: Assessment tools, other than exams, that demonstrate competence in computational or non-computational problem solving skills.

Skill Demonstrations: All skill-based and physical demonstrations used for assessment purposes including skill performance exams.

Create webpages and search the Internet

Skill Demonstrations
40 - 50%

Exams: All forms of formal testing, other than skill performance exams.

2 to 4 quizzes

Exams
15 - 40%

Other: Includes any assessment tools that do not logically fit into the above categories.

Attendance and participation

Other Category
0 - 10%

Representative Textbooks and Materials:

"Resumes in Cyberspace: Your Complete Guide to a Computerized Job Search," by Pat Criscito, Barons Educational Series, 2001 (classic)