

Final Draft - 12/01/2015
University of Kentucky
School of Library & Information Science (SLIS)

ICT 390 - 001 Content Management Systems
Spring 2015
January 15 - May 5, 2015

Instructor

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Preferred method of contact: Email

Office Hours

- TR 1.00pm - 2.00pm, 3.30pm - 4.30pm (EST). You will need to make an appointment. Contact via email to schedule an appointment.
- I will frequently respond to emails as soon as possible, usually within 24 hours weekdays.

Class Information

- TR 2:00 - 3:30pm

COURSE INFORMATION

Course Description

The course focuses on the practice and theory of designing, building and maintaining content management systems.

Course Objectives

By the end of the course, you will:

- Be able to build an advanced CMS using open source code (Drupal 7)
- Understand the technological foundation of CMS (markup languages, styling, web applications, relational databases)
- Understand the theoretical foundation of CMS (content strategy, information architecture, analytics, usability, responsive design)

Prerequisites

No programming or coding knowledge is necessary. Previous experience with web design and development is a plus, but a complete beginner can succeed in this course as well.

Course Outline (see course calendar for more details)

- Core components of a web server using Drupal

- Setting up Drupal on Openshift.com
- Content types
- Blocks
- Views
- Menus
- Taxonomies
- Media
- Rules
- Panels
- Themes

Class Information

This is a face-to-face course. You are required to attend scheduled classroom sessions. The Blackboard course management system will also be used to facilitate the class. You will need access to an appropriate computer with a broadband Internet connection. ***It is imperative that you have with you in class a laptop computer (tablet can work too as long as they are Windows-based or Linux).*** I can provide support for Windows and Linux computers for the tasks need to be completed in the course but my experience with Mac OS X is limited. This is a hands-on class with theory presented through practice.

Required Reading

Some readings listed in the calendar will be delivered through Blackboard and UK Library.

Required Textbook:

Byron, A., Berry, A., & De Bondt, B. (2012). Using Drupal. O'Reilly Media, Incorporated.

STUDENT EVALUATION AND ASSIGNMENTS

Grading Parameters

- Practice Site: 14% (of which 2% info to access website)
- Demo Site Tasks: 30%
- Rapid Drupal Development: 8%
- Quizzes: 8%
- Providing critical feedback on other people's projects: 5%
- Final Project: 35% (of which 2% Final Project Idea)

Grading Scale

- 90% - 100% = **A (Exceptional Achievement)**
- 80% - 89% = **B (High Achievement)**
- 70% - 79% = **C (Average Achievement)**
- 60% - 69% = **E (Below Average Achievement)**
- 0% - 59% = **F (Failing)**

Participation

Participation involves activity in Blackboard course pages such as the discussion boards, emails and on Adobe connect. You will be required to be present in some online sessions and also participate in giving feedback for your peers' final projects.

Submission of Course Assignments

All assignments should be submitted before 12 o'clock midnight on the day of the due date. All due dates are posted on the course calendar. Late assignments will NOT be accepted.

Practice site

You should keep your practice site up to date by following all the videos in the Tutorial.

Drupal assignments (Projects and Tasks)

Tasks and projects should be completed on time. Start working early, these take more time especially when technical issues may occur. Website addresses should be posted on the discussion forums on Blackboard. If this information is not present there then evaluation is not possible!

Competence vs Skills

Technology changes rapidly. When I first touched a computer I was using MS-DOS as my operating system. All the skills that I obtained during that era are almost completely obsolete. The competence of understanding how software is built and structured stayed with me which helped me transition through a variety of operating systems as times and needs changed. Having me spoon-feed you the answers will teach you how to work with Drupal, while your understanding of other CMSs and technologies at large will still be at the same or a bit higher level. Computer efficacy is gained through personal effort and sadly frustration. It is through a process of searching and trial and error that competence is gained. Please bare that in mind, that while I will give you breadcrumbs to follow and get you to completing your assignments, I require you to put a personal effort as my goal is to make you competent administrators of CMSs, not just skilled at Drupal 7.0 and the specific modules and themes that you will encounter during your time in this class.

Backups!

It is your responsibility alone to maintain backups of your work. Using services such as cloud (e.g., dropbox) or flash drives to maintain backups will prevent you from losing your work due to unfortunate circumstances such as computer theft etc., and this does not account for an excuse in this course.

Asking for Help

Since this is a technical course you are most likely to encounter issues or get stuck with an assignment. The process of addressing these issues and moving forward should be followed in this specific order:

1. Use a search engine such as Google to search for the issue using a variety of keywords (you can also use descriptive terms related to your problem)
2. Attempt to read the search results and try out their solutions
3. Ask your classmates on BB
4. Post your issue on a forum or community such as stackexchange.com or stackoverflow.com
5. Email Michael about the issue. In your email you should demonstrate that you have attempted to resolve the issue on your own by including what you have found through a search engine or your post on a forum. Please be specific about your problem. Descriptions like "I have a problem with HTML" are hardly informative about what your problem may be.

Note: Contact me far enough in advance so that I can respond and you can make adjustments or corrections. While I may respond the same afternoon for emails I receive in the morning, I may not respond until the next weekday (excluding holidays). Do not email me on the due date of the assignment. Get assignments done as far in advance as possible to avoid problems or to give you time to contact me with questions that might arise. You never know

when you might need clarification before an assignment is due. This is also a good way to avoid any issues with technology that can and will happen.

Group Work and Collaboration

Although you will be individually evaluated, group collaboration is allowed and encouraged. You are advised to ask questions and collaborate to solve any issues you may encounter with the website development.

TECHNOLOGY INFORMATION & RESOURCES

This course will be conducted asynchronously via the Blackboard course management system. There are also synchronous classroom sessions which is advisable to have laptop/tablet. Please visit the links below to learn about this system and the login requirements:

- <http://www.uky.edu/DistanceLearning/current/technology/blackboard.html>
- <http://www.uky.edu/Blackboard/>

In order to have a successful educational experience, there are minimum technology requirements that should be met. You can review the minimum recommendations and guidelines for your computer at <http://www.uky.edu/ukit/hardwareguide>.

You are also encouraged to acquire the following hardware, software, and Internet connection to ensure that all systems used will function properly:

- Internet Connection
- The latest version of Java (Available through <http://java.com/en/>)
- The latest version of Adobe Flash (Available through <http://get2.adobe.com/flashplayer/>)
- The latest version of Adobe Acrobat Reader (Available through <http://get.adobe.com/reader/>)
- Microsoft Office (Available free to students through <http://download.uky.edu>)
- 1 MBPS Connection

To test your Internet connection to see if it is sufficient, run the speed test at <http://www.uky.edu/DistanceLearning/current/technology/techReqs.html>.

Students are expected to have a minimum level of technological acumen and the availability of technological resources. Students must have regular access a computer with a reliable Internet connection.

Please be certain that your computer and/or browser allows you to view Adobe Reader documents (.pdf). Microsoft Office and other software products are free for students: <https://iweb.uky.edu/MSDownload/>.

As your instructor, I am your first go-to person for technology problems. If you need more immediate assistance, please contact UKIT.

Information Technology Customer Service Center (UKIT)

<http://www.uky.edu/UKIT/>; 859-218-4357

Library Services

Distance Learning Services

<http://www.uky.edu/Libraries/DLLS>

- Carla Cantagallo, DL Librarian
- Local phone number: 859 257-0500, ext. 2171; long-distance phone number: (800) 828-0439 (option #6)
- Email: dllservice@email.uky.edu
- DL Interlibrary Loan Service: http://www.uky.edu/Libraries/libpage.php?lweb_id=253&lweb_id=16

Course Reserves

http://www.uky.edu/Libraries/page.php?lweb_id=23&lweb_id=3

GENERAL COURSE POLICIES

Policies concerning academic integrity, excused absences and academic accommodations due to disability are available online at:

<http://ci.uky.edu/lis/sites/default/files/policies.pdf>

COURSE CALENDAR

(Schedule and readings is subject to change. Changes will be posted in the Announcements.)

Modules & Dates	Topics & Readings	Due
Week 1 & 2 Jan 15 - Jan 26	<ul style="list-style-type: none"> • Learning to Troubleshoot • Getting to know web server technologies • Setting up Drupal • Setting up new users on Drupal (through Drupal) • Navigating server's MySQL and accessing files • Reading: Chapter 1 - Byron, A., Berry, A., & De Bondt, B. (2012). Using Drupal. O'Reilly Media, Incorporated. 	<ul style="list-style-type: none"> • Adding administrator account to your practice site • Setting up certificate and connecting via SSH and SFTP • Importing the demo site • Submit links from both websites through BB
Week 3 & 4 Jan 27 - Feb 9	<ul style="list-style-type: none"> • Adding content on Drupal and changing menus, blocks and permissions • Reading: Chapter 1 & 2 - Crumlish, C., & Malone, E. (2009). Designing Social Interfaces: Principles, Patterns, and Practices for Improving the User Experience. O'Reilly Media. 	<ul style="list-style-type: none"> • Submitting idea for final project ideas • Quiz 1 • Demo 1
Week 5 & 6 Feb 10 - Feb 23	<ul style="list-style-type: none"> • Themes and contact forms • Reading: Chapter 1 & 10 - Rogers, Y., Sharp, H., & Preece, J. (2011). Interaction Design: Beyond Human-Computer Interaction. John Wiley & Sons. 	<ul style="list-style-type: none"> • Quiz 2 • Demo 2
Week 7 & 8 Feb 24 - Mar 9	<ul style="list-style-type: none"> • Views: Creating a job/job application system • Reading: Chapter 1 & 2 - Bloomstein, M. (2012). Content Strategy at Work: Real-world Stories to Strengthen Every Interactive Project. Morgan Kaufmann. 	<ul style="list-style-type: none"> • Demo 3
Week 9 & 10 Mar 10 - Mar 23	<ul style="list-style-type: none"> • More Views, Access, and, Media & Taxonomies: Creating a media upload with tags system (just like Flickr) • Reading: Chapter 3 & 4 - Bloomstein, M. (2012). Content Strategy at Work: Real-world Stories to Strengthen Every Interactive Project. Morgan Kaufmann. 	<ul style="list-style-type: none"> • Rapid Drupal Development
Week 11 & 12 Mar 24 - Apr 6	<ul style="list-style-type: none"> • Fivestar: Adding feedback and voting capabilities • Reading: Chapter 5 & 6 - Bloomstein, M. (2012). Content Strategy at Work: Real-world Stories to Strengthen Every Interactive Project. Morgan Kaufmann. 	<ul style="list-style-type: none"> • Demo 4
Week 13 &	<ul style="list-style-type: none"> • Rules & Panels: Creating Advanced layouts 	

14 Apr 7 - Apr 20	<ul style="list-style-type: none"> • Reading: Chapter 7 & 8 - Bloomstein, M. (2012). Content Strategy at Work: Real-world Stories to Strengthen Every Interactive Project. Morgan Kaufmann. 	<ul style="list-style-type: none"> • Post URL of your final project draft
Week 15 & 16 Apr 21 - May 5	<ul style="list-style-type: none"> • Project Review and Questions 	<ul style="list-style-type: none"> • Week 15: Reviewing other people's projects and providing feedback • Week 16: Delivering final projects

COURSE ASSIGNMENTS

Drupal practice

You are expected to complete the changes made for your Drupal practice site as instructed in the active sessions. These sessions will also be recorded and be available to you for later viewing. Tasks need to be completed by the end of the due date for each module (two weeks). Upon review, if these tasks are not complete in your practice site by the due date you will not receive points.

Rapid Drupal Development

You are required to participate in the session and develop a website from scratch based on certain requirements given to you. You will be creating a website for a technology company. Points will be given for the successful completion of the following components:

- Use a basic theme different from the default and not installed by default.
- Create a News page with two dummy news pages included.
- About us page and contact form. Contact us blocks and menu navigation.
- A page for the company's mission.
- Build a directory with products sold by the company. Offer filtering based on two criteria. The content type for this should also provide at least 3 different types of products. Include pictures as well as additional term references.

Feedback on projects

Near the end of the semester you will have to provide feedback for two other student projects. The feedback should be based on critical evaluation of the design. You are more than encouraged to use heuristics. Provide at least two

potential points for improvement linked to needs for potential users of the website.

Final Project

Final project will involve the creation of your own website by the end of the semester. It should allow enough leeway to include social features and other features taught in class. An example of the depth to be expected is the school's website (<http://ci.uky.edu/lis>). You will have to demonstrate use of things that you've learned throughout the semester both theory and practice. A short statement should be added in the discussion forums along with the URL of the final project stating how and why the website was developed and design the way it was.