



Experiential Learning Portfolio for 10106129 Web Technologies

Student Contact Information:

Name: _____ Student ID# _____

Email: _____ Phone: _____

It is highly recommended that you speak with the Academic Dean or instructor who teaches this course prior to completing a portfolio.

Directions

Consider your prior work, military, volunteer, education, training and/or other life experiences as they relate to each competency and its learning objectives. Courses with competencies that include speeches, oral presentations, or skill demonstrations may require scheduling face-to-face sessions. You can complete all of your work within this document using the same font, following the template format.

1. Complete the Student Contact Information at the top of this page.
2. Write an Introduction to the portfolio. Briefly introduce yourself to the reviewer summarizing your experiences related to this course and your future goals.
3. Complete each "Describe your learning and experience with this competency" section in the space below each competency and its criteria and learning objectives. Focus on the following:
 - What did you learn?
 - How did you learn through your experience?
 - How has that learning impacted your work and/or life?
4. Compile all required and any suggested artifacts (documents and other products that demonstrate learning).
 - Label artifacts as noted in the competency
 - Scan paper artifacts
 - Provide links to video artifacts
 - Attach all artifacts to the end of the portfolio
5. Write a Conclusion for your portfolio. Briefly summarize how you have met the competencies.
6. Proofread. Overall appearance, organization, spelling, and grammar will be considered in the review of the portfolio.
7. Complete the Learning Source Table. Provide additional information on the business and industry, military, and/or volunteer experiences, training, and/or education or other prior learning you mentioned in your narrative for each competency on the Learning Source Table at the end of the portfolio. Complete this table as completely and accurately as possible.

The portfolio review process will begin when your completed portfolio and Credit for Prior Learning Form are submitted and nonrefundable processing fees are paid to your local Credit for Prior Learning contact. Contact Student Services for additional information.

Your portfolio will usually be evaluated within two weeks during the academic year; summer months may be an exception. You will receive an e-mail notification regarding the outcome of the portfolio review from the Credit for Prior Learning contact. NOTE: Submission of a portfolio does not guarantee that credit will be awarded.

You have 6 weeks to appeal any academic decision. See your student handbook for the complete process to appeal.

To receive credit for this course, you must receive “Met” on 9 of the 12 competencies.

10106129 Web Technologies, 3 Associate Degree Credits

Course Description: This course presents the foundational skills necessary to function in a Web 2.0 environment. Students will create a web site using effective web page design concepts including text, graphics, hypertext links, tables, forms, layers, templates, and Cascading Style Sheets (CSS) and behaviors. This course will also introduce students to a broad spectrum of concepts and issues associated with E-Business, cloud based documents and Social Media from marketing to network security to customer service. A general knowledge of working in a Windows environment and keyboarding skills are recommended.

Introduction: Briefly introduce yourself to the reviewer summarizing your experiences related to this course and your future goals.

Competency 1: Create a website using a web builder site

Criteria: Performance will be satisfactory when:

- web site created using web builder site
- web site contains at least 3 pages
- web site contains a site map
- web site uses design principles

Learning Objectives:

- a. Plan a Web site (weebly, google sites, wix, jimdo, squarespace, sway)
- b. Add web site pages
- c. Create a site map
- d. Explore web site design principles
- e. Utilize web site design and programming tools

Required Artifacts: Website

Suggested Artifacts: None

Describe your learning and experience with this competency:

Met/ Not Met Evaluator Feedback:

Competency 2: Develop a web page

Criteria: Performance will be satisfactory when:

- website includes head content
- website page properties are set
- website has manipulated text
- website has links added to web pages
- website pages are modified and tested

Learning Objectives:

- a. Create head content
- b. Set page properties
- c. Manipulate text
- d. Add links to web pages
- e. Modify web pages
- f. Test web pages

Required Artifacts: Website

Suggested Artifacts: None

Describe your learning and experience with this competency:

Met/ Not Met Evaluator Feedback:

Competency 3: Work with text, graphics, links, tables and forms

Criteria: Performance will be satisfactory when:

- website contains ordered and unordered lists
- website uses styles
- website contains inserted and aligned graphics
- website contains enhanced image
- website contains external and internal links
- website contains working navigation to all pages
- website contains created text
- website contains table with manipulate cells, resized, split and merged
- website contains tables with inserted text
- website contain graphics inserted in table cells
- website contains format cell content

Learning Objectives:

- a. Add styles
- b. Manipulate graphics
- c. Enhance an image
- d. Insert a background image
- e. Create external and internal links
- f. Create navigation
- g. Manage web site links
- h. Create a table
- i. Manipulate table cells (resize, split, and merge)
- j. Insert graphics in table cells
- k. Insert text in table cells
- l. Format cell content
- m. Explain databases

Required Artifacts: Website

Suggested Artifacts: None

Describe your learning and experience with this competency:

Met/ Not Met Evaluator Feedback:

Competency 4: Explore multimedia elements

Criteria: Performance will be satisfactory when:

- website contains multimedia objects
- website contains rollover images
- website contains sounds
- website contains an image map

Learning Objectives:

- a. Add multimedia/applications
- b. Add rollover images
- c. Add sounds
- d. Create an image map

Required Artifacts: Website

Suggested Artifacts: None

Describe your learning and experience with this competency:

Met/ Not Met Evaluator Feedback:

Competency 5: Examine E-Business components

Criteria: Performance will be satisfactory when:

- critique evaluates navigation aids
- critique evaluates Web site search tools
- critique evaluates databases
- critique evaluates forms
- critique evaluates shopping carts
- critique evaluates checkout procedures
- critique evaluates shipping options

Learning Objectives:

- a. Use navigation aids
- b. Investigate web site search tools
- c. Explore shopping carts
- d. Explore checkout procedures
- e. Examine shipping options

Required Artifacts: None

Suggested Artifacts: None

Describe your learning and experience with this competency:

Met/ Not Met Evaluator Feedback:

Competency 6: Examine web hosting options

Criteria: Performance will be satisfactory when:

- critique evaluates transfer file procedures
- critique evaluates publishing options
- critique evaluates access requirements
- critique evaluates hosting requirements
- critique evaluates entry-level options
- critique evaluates storefront and template services
- critique evaluates e-business software packages
- critique evaluates e-business developers
- critique evaluates e-business solutions

Learning Objectives:

- a. Examine procedure to transfer files
- b. Publish a web site
- c. Explain Internet access requirements
- d. Explain web hosting requirements
- e. Explain entry-level options
- f. Explore storefront and template services
- g. Explore E-Business software packages
- h. Explore E-Business developers
- i. Explore E-Business solutions

Required Artifacts: None

Suggested Artifacts: None

Describe your learning and experience with this competency:

Met/ Not Met Evaluator Feedback:

Competency 7: Explore E-Business Basics

Criteria: Performance will be satisfactory when:

- learner explains the history of E-Business development
- learner explains E-Business stages and processes
- learner explains business-to-business E-Business
- learner explains business-to-consumer E-Business
- learner identifies E-Business challenges
- learner identifies E-Business opportunities

Learning Objectives:

- a. Define E-Business
- b. Explain E-Business stages and processes
- c. Explore b2b & b2c E-Business
- d. Examine E-Business challenges & opportunities

Required Artifacts: None

Suggested Artifacts: None

Describe your learning and experience with this competency:

Met/ Not Met Evaluator Feedback:

Competency 8: Analyze marketing issues of E-Business including social media

Criteria: Performance will be satisfactory when:

- learner includes research findings on 2 of the topics in this unit: online and offline market research, international issues, domain names, advertising options, email marketing, web site monitoring, market incentives

Learning Objectives:

- a. Research online and offline market strategies
- b. Examine international issues
- c. Explain domain names
- d. Explore advertising options
- e. Explain e-mail marketing
- f. Explore the uses of web site monitoring
- g. Discuss market incentives

Required Artifacts: None

Suggested Artifacts: None

Describe your learning and experience with this competency:

Met/ Not Met Evaluator Feedback:

Competency 9: Compare E-Business payment processing

Criteria: Performance will be satisfactory when:

- learner explains electronic payment issues
- learner defines E-Cash
- learner describes credit card issues
- learner explains fees involved with merchant accounts
- learner describes online payment services
- learner defines transaction processing procedures
- learner identifies taxation issues
- learner describes mobile commerce methods

Learning Objectives:

- a. Examine electronic payment issues
- b. Define E-Cash
- c. Explore credit card issues
- d. Examine fees involved with merchant accounts
- e. Explore online payment services
- f. Define transaction processing procedures
- g. Identify taxation issues
- h. Explore mobile commerce methods

Required Artifacts: None

Suggested Artifacts: None

Describe your learning and experience with this competency:

Met/ Not Met Evaluator Feedback:

Competency 10: Explore E-Business security issues

Criteria: Performance will be satisfactory when:

- learner explains security threats and issues and security providers
- learner defines encryption
- learner defines digital certificates
- learner explains how technology is used to transmit encrypted data
- learner explains authentication and identification of customers
- learner explores privacy policies
- learner explores legal issues

Learning Objectives:

- a. Explain security threats and issues
- b. Define encryption
- c. Define digital certificates
- d. Explain technology used to transmit encrypted data
- e. Explain authentication and identification of customers
- f. Explore security providers, privacy policies and legal issues
- g. Examine E-Business customer service issues
- h. Explore customer service support options, FAQ's, value-added options and discussion forums

Required Artifacts: None

Suggested Artifacts: None

Describe your learning and experience with this competency:

Met/ Not Met Evaluator Feedback:

Competency 11: Examine E-Business customer service issues

Criteria: Performance will be satisfactory when:

- learner describes customer service support options
- learner describes frequently asked questions pages
- learner identifies uses of customer discussion forums
- learner identifies value-added options

Learning Objectives:

- a. Explore customer service support options
- b. Explore Frequently Asked Questions pages
- c. Explore customer discussion forums
- d. Explore value-added options

Required Artifacts: None

Suggested Artifacts: None

Describe your learning and experience with this competency:

Met/ Not Met Evaluator Feedback:

Competency 12: Create a form to evaluate a website

Criteria: Performance will be satisfactory when:

- online survey is created using a Google form
- online survey is formatted

Learning Objectives:

- a. Explain a form
- b. Create a form
- c. Format a form
- d. Manipulate form objects
- e. Test a form
- f. Use Web 2.0 forms (monkey survey & google forms)
- g. Administer mobile apps

Required Artifacts: Online Survey

Suggested Artifacts: None

Describe your learning and experience with this competency:

Met/ Not Met Evaluator Feedback:

