



Course Outline: XML/HTML Basics

Course Code: PDML 001

Course Hours: 18 hours

Course Description

Overview of XML and HTML coding as a tool for technical communicators. Topics include: creating a simple web page in HTML (header, body, metatags, formatting tags); styles and style sheets; inserting links, anchors, and images; XML concepts (extensibility, DTDs, well-formed vs valid documents, parent/child tags); and validating XHTML code.

Major Course Objectives

On completion of this course, participants will be able to:

- Create a basic web page in html;
- Create an internal style sheet in an html document;
- Create an external (css) style sheet that can be used with multiple html documents;
- Create an xhtml web page that can be validated against W3C standards.

Detailed Outline

HTML Basics

- History of HTML;
- Getting started in HTML;
- Using Notepad to create a basic HTML file;
- Web page hosting;
- Saving your files.

Creating Your First HTML Web Page

- Components of a web page;
- Create a basic web page;
- Metatags;
- Body;
- Colour;
- Text formatting;
- Fonts.

Give It Some Style

- Internal style sheets;
- External style sheets;
- Links and anchors;
- Images.

XML Basics

- Extensibility;
- Document type definitions (DTDS);
- Style elements for XHTML.

Converting HTML To XHTML

- DTD validation;
- Conversion tips.

Other Key XML Concepts

- Well-formed versus valid XML documents;
- Parent and child elements;
- Browsers and parsers;
- XHTML validation;
- Quirks mode;
- Importance of concepts to technical communicators.

Prerequisites

Admission to the program; successful completion of PDTO 001.

Student Requirements for Completion of the Course

To successfully complete this course, students will be required to successfully complete all assignments and final project/exam, with a minimum overall grade of 65%. Participation in the online classroom is also required and is factored into the overall grade.

Evaluation

Student learning in the course will be evaluated based on the following:

- Participation in the online discussion forums;
- Quizzes;
- Assignments;
- Final project/exam.

Grade Scale

| Letter Grade | Percentage | Letter Grade | Percentage | Letter Grade | Percentage | Letter Grade | Percentage |
|--------------|------------|--------------|------------|--------------|------------|--------------|------------------|
| A+ | 97-100 | B+ | 87-89 | C+ | 77-79 | D | 65-69 |
| A | 93-96 | B | 83-86 | C | 73-76 | P | Pass |
| A- | 90-92 | B- | 80-82 | C- | 70-72 | F | Fail (below 65%) |

Rules Concerning Student Absence and Lateness

Students should participate in class discussion by posting their comments or questions and by responding to at least one other classmate each week. The instructor expects each student to contribute at least two thoughtful, quality postings per week (including the response to a classmate). Just logging on and reading other people's postings is not considered participation, nor is mere agreement with others' postings.

Quality of postings is more important than their sheer frequency, length or grammatical form. Quality includes, but is not limited to:

- a) commentary on the lecture for the current topic;
- b) detailed sharing of a student's experience or research relative to the week's topic;
- c) opinions on the topic that are backed with compelling facts and reasoning;
- d) raising questions that help the class better understand the topic, particularly by proposing; and explaining implications that might have been overlooked in the lecture, or in previous discussion.

Quality participation also means conveying your experience, research, opinions, questions or commentary in a professional manner. Disagreements among discussion participants are expected and often valuable, but they should be expressed tactfully, not in a confrontational tone.

Rules Concerning Missing an Exam

Students are required to write tests and exams as scheduled. In exceptional circumstances, students may apply in writing to make up a missed exam. Such requests will be considered if there was a documented serious emergency that prevented attendance.

Requests must be made in writing, addressed to the Program Coordinator, who will assess the request and determine whether an alternate exam can be arranged. Such arrangements are dependent upon instructor availability.

A fee will be assessed to cover costs, and the exam will be written at a time determined by the Centre for Continuing Studies, normally within one month. A medical certificate may be required.

What If I Fail An Assignment, Exam?

Resubmission of assignments or rewriting of exams is at the discretion of the instructor. Speak to your instructor promptly. If you have achieved satisfactory standing/marks on other course assignments and participation in classes, you **may** be allowed to repeat an assignment or exam. An additional fee may be charged. The instructor will explain his/her policy at the beginning of the course.

Text book(s)

No textbook is required. Reading materials for this class will be provided through online lectures and related links.

Software

No specific software is required for this course. There are system and hardware requirements which should be reviewed by students prior to registering for the course. Details are available from www.pr.viu.ca/techcomm/software.asp