

School of Communications, University of Hawaii at Manoa

COM330: Information and Communication Technology Concepts

Summer Session I

Course Syllabus

Course Information

Meetings: Online

Instructor: Wayne Buentel

Office hours: Tuesday, 9am-11am, meet in Laulima chat room

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Course description

Combined lecture-discussion on basic technical concepts related to ICTs embedded in sociocultural context. Pre: 201 (or concurrent) or consent.

This course is an introduction to Information and Communication Technologies (ICTs). We will examine the technical foundation of ICTs such as the internet, mobile phones, digital video, telephony, peer-to-peer networks, and other emerging network technologies. We will also address how these technologies are shaped by, and how they influence, society. *No previous technical experience is required.*

Course Structure and Expectations

Lecture sessions will be conducted in Halawai. Halawai is based on Adobe Connect and is a really good conferencing and collaboration software environment. You are not required to attend the lecture in Halawai but I hope some of you will be able to join me there for some sessions. Halawai is a really good virtual space to ask questions and be interactive even though we are all online. I will post the times that I will be doing Halawai sessions every week. All lectures will be recorded for later viewing.

I will be using the Lessons tool in Laulima to break up class sessions by week.

This course will be delivered entirely online through the course management system Laulima. You will use your Laulima account to login to the course from: <https://laulima.hawaii.edu/portal>

In Laulima, you will access online lessons, course materials, and resources. At designated times throughout the semester, we will participate in a blend of self-paced and group-paced activities using Laulima and alternative Internet-based technologies. Activities will consist of chat, discussion forums, email, wikis, and web posting.

Students will be expected to complete all reading assignments as indicated on the course schedule. Any work submitted as your own in Laulima forum postings, exams, class presentations and assignments must include proper crediting of all sources used. Do not “cut and paste” from text on posts, assignments, or exams unless cited.

Discussion Board/Class Participation

Class attendance and online participation is required and it is an essential component of the participation grade (20%)

for this course. You are expected to log on to the Lulima>>> Discussion and Private Messages site at least **two** times per week.

Doing the readings and engaging with what you've read are a crucial part of preparing for this class each week. I recognize that these tasks require considerable effort on your part, and want to make sure that your grade reflects the time and energy you put into them. I also want to give you the opportunity to ask questions and to share your thoughts and reflections to the reading with me and your classmates. With those goals in mind, here is what I expect of you.

Starting in Week 2 (06/01), Every student is required to post *two* items about the readings or the information and communication technology (ICT) that is discussed that week to the Lulima class discussion board. Discussion board submissions can take one of two forms:

*** You can post a question, an elaboration of a question posed by someone else, an observation about how the reading or course concepts reflect on your own use of technology, or you can also suggest a communication technology news item to be discussed during the "Communication Technology in the News" segment of the class.**

*** You can also offer to tell an "I wish I'd known" story about some prior experience where it would have helped to know concepts from this week's lesson, or an "I'm glad I knew" story about some experience you had this week (perhaps in another class) where you were able to make use of concepts discussed earlier in the course.**

Course objectives

At the conclusion of this semester, students will be able to:

- Demonstrate understanding of the function and integration of ICTs in society;
- Demonstrate knowledge of existing and emerging ICTs;
- Develop critical assessment skills related to the use of ICTs and services;
- Create a framework for understanding new ICTs and services as they emerge; and
- Collaborate on a project of personal interest related to ICTs.
- Contribute a technologically informed voice to information policy discussions. In particular, students should be able to:
 - * In layman's terms, explain the underlying technology of the Internet, including IP addresses and routing, the domain name system, and firewalls.
 - * Given a proposed government legislation or organization policy on privacy, security, digital rights management, or content regulation, assess its likely effectiveness and side effects, given the current technological infrastructure and social practices.

Readings

The course text is the following:

Grant, August E, & Meadows, J. H. (2012). *Communication Technology Update and Fundamentals (13th edition)*. New York: Focal Press.

Additional readings will be provided through Lulima.

Course requirements:

- Internet connection (DSL, LAN, or cable connection desirable)
- Access to Lulima

Course assignments

Readings will typically be assigned for each week and the latest information about readings will be listed in Laulima. Your grade will be based on five assignments:

Participation	20%
Assignments	20%
Midterm	30%
Final Paper	30%

Evaluation

The grading criteria are taken from Appendix C in

Enerson, D. M., Johnson, R. N., Milner, S., & Plank, K. M. (1997). *The Penn State Teacher II*. University Park, PA: Center for Excellence in Teaching and Learning.

Retrieved August 22, 2011, from <http://www.schreyer institute.psu.edu/pdf/PennStateTeacherII.pdf>

Grading Criteria

These grading standards establish four major criteria for evaluation at each grade level: rhetorical situation, reasoning and content, organization and expression. Since papers may have some characteristics of "B" and others of "C," the final grade depends on the weight the instructor gives to each criterion. A paper grossly inadequate in one area may still receive a very low grade even if it successfully meets the other criteria. A brief summary of the grading criteria is provided below. Please consult the grading criteria in Appendix C for a more detailed explanation.

The "A" Paper: An "A" paper is clear and consistent and the content is appropriate for the assignment. It also demonstrates clear organization and expression.

The "B" Paper: The "B" paper shows an awareness of the audience and purpose. Its content is reasonably well developed with adequate evidence. The organization is clear and expression is competent.

The "C" Paper: The "C" paper has a clear purpose but lacks originality in topic selection. The content is adequately developed and supported with valid reasoning. Organization is clear with mechanical but appropriate transitions. The paper also demonstrates mastery of most conventions of edited English.

The "D" Paper: The "D" paper has a unclear purpose and an inappropriate topic for its intended audience. The content is inadequately developed and evidence is insufficient. The paper also shows flawed reasoning. Organization is deficient and the paper exhibits poor grammar.

The "F" Paper: The "F" paper has no clear purpose or remotely appropriate for its intended audience. The content is not developed nor adequately supported. The paper has no organization and serious errors with English comprehension.

Technical Assistance

If you need technical assistance at any time during the course or to report a problem with Laulima you can click on the "Student Help" tab here: <https://laulima.hawaii.edu/portal>

Important Note: This syllabus, along with course assignments and due dates, are subject to change. It is the student's responsibility to check Laulima for corrections or updates to the syllabus. Any changes will be clearly noted in course announcement or through Laulima/UH email.

Course Policies

Build Rapport

If you find that you have any trouble keeping up with assignments or other aspects of the course, make sure you let your instructor know as early as possible. As you will find, building rapport and effective relationships are key to

becoming an effective professional. Make sure that you are proactive in informing your instructor when difficulties arise during the semester so that we can help you find a solution.

Complete Assignments

All assignments for this course will be submitted electronically through Lulima unless otherwise instructed. Assignments must be submitted by the given deadline or special permission must be requested from instructor before the due date. Extensions will not be given beyond the next assignment except under extreme circumstances.

All discussion assignments must be completed by the assignment due date and time. Late or missing discussion assignments will effect the student's grade.

Understand When You May Drop This Course

It is the student's responsibility to understand when they need to consider disenrolling from a course. Refer to the UH Manoa Academic Calendar for dates and deadlines for registration. After this period, a serious and compelling reason is required to drop from the course. Serious and compelling reasons includes: (1) documented and significant change in work hours, leaving student unable to attend class, or (2) documented and severe physical/mental illness/injury to the student or student's family.

Incomplete Policy

Under emergency/special circumstances, students may petition for an incomplete grade. An incomplete will only be assigned if absolutely necessary. All incomplete course assignments must be completed within two days.

Kokua Disability Statement

This statement is important to include in all class contexts:

Classroom accommodations will be provided for class members with documented disabilities or special learning needs. Please contact the instructor for accommodations for the course prior to or within the first week of class. Please contact the KOKUA Program on campus at 808-956-7511 located in the Student Services center on the ground floor, Room 013 to coordinate reasonable accommodations."

Academic conduct

Aside from approved collaborations and building on cited work of others, your work should be your own. Clearly indicate whenever you use materials from other sources. Academic and personal misconduct by students in this class are dealt with according to the [Student Conduct Code](#).

Academic Dishonesty

There is more to avoiding plagiarism than simply citing a reference. To aid students both in recognizing plagiarism and in avoiding the appearance of plagiarism, Indiana University's Writing Tutorial Services has prepared a short guide entitled "[Plagiarism: what it is and how to recognize and avoid it](#)." It provides explicit examples of plagiarism and offers strategies for avoiding it. Each student should be familiar with this document and use it as a guide when completing assignments.

Late Submissions

In fairness to students who turn in assignments on time, late papers will be penalized. The earned grade will be lowered for each day that the assignment is late. In addition, there will be no excuses for computer failure. Please have

a contingency plan to avoid this situation. Have back-ups of all files and remember to save your work! No late work will be accepted after three days from the due date.

Incompletes

Permission will be granted only under special circumstances, and is available only to students with a medical or family emergency, for which written documentation is required. Decisions about granting incompletes will generally not be made until the last three weeks of the course.

Extra Credit

Extra credit may be offered in the class subject to circumstances and time.

Instructor Communication

I am very accessible through email. As a general rule, I will respond to course-related email correspondence within 24 hours (**except from Friday 5pm to Sunday 7pm**), and often earlier. Toward that end, please include the course number (COM330) in the subject line for all such messages.

Course Schedule

Week 1 (05/26 to 5/29): Introduction

Read Chapter 1 in textbook

Introduction to the course and expectations

Measurements of the digital world

New Traffic

ICT Trends

Analog/Digital

Week 1 (05/26 to 5/29): Theories on the Impact of Communication Technologies

Read Chapter 3 and 4 in textbook

Communication theories

Analog/Digital

Week 2 (06/01 to 06/05): Personal Computers, Standards, Broadband and Transmission Media

Read Chapter 13 and read Chapter 23 (pp. 287-296) in textbook

Standards

Copper, fiber and wireless

Broadband

Week 2 (06/01 to 06/05): Internet History and Development and Internet Protocols, Routing and Addressing

History of the Internet
TCP/IP and OSI
Routing and addressing

Week 3 (06/08 to 06/12): World Wide Web and Peer-to-Peer networks

Read Chapter 21 in textbook

Week 3 (06/08 to 06/12): Network Security and Midterm review

Viruses and other malware
Botnets
Encryption
Mobile Security

Midterm

Week 4 (06/15 to 06/19): Mobile phones

Read Chapter 20 in textbook

History
3G, 4G and beyond

Week 4 (06/15 to 06/19): Virtual Worlds and Gaming

Read Chapter 16 in textbook

Week 5 (06/22 to 06/26): Bittorrent and Social Network Sites

Read Chapter 22 in textbook

Week 5 (06/22 to 06/26): TBD

Week 6 (06/29 to 07/02): TBD

Final papers due