

## **CPSP 118G Earth, Life & Time Freshman Colloquium Creating Your Personal Professional Academic Website**

All ELT students are required to create your own personal professional academic website. This site will serve as an academic portfolio or resume for your work in ELT over the next four semesters. You will be adding new pages to it throughout your tenure in ELT.

### A brief note on websites and webpages:

Websites are a set of interlinked webpages. Webpages are documents (often just text documents formatted with instructions in HTML code) which are placed on **servers** (computers that function as Internet “warehouses” of files). We will teach you how to write individual webpages, and by linking the pages together, you’ll have a website. You can write up your webpages on your own personal computer, or on a computer in the University’s labs.

However, in order to ACTUALLY have a website, you’ll need to **mount** your pages to one of the University’s servers. The precise method of mounting that page will vary based on the type of computer you are using; whether you are off-campus, in the dorms, or in one of the University computer labs; etc. See <http://www.helpdesk.umd.edu/documentation/other/ftp.shtml> and <http://www.oit.umd.edu/> for more information.

### Here are the requirements for your Personal Professional Academic Website:

- The website must be on a umd.edu URL. All students are given webspace from the University; make sure you find out your email address and your University password so that you can load up the main webpage and additional webpages.
  - In order to get your webspace, you need to activate your free WAM (Workstations At Maryland) account. See <http://www.helpdesk.umd.edu/documents/4/4367/> for details.
- The first assignment is to post a main webpage in HTML code.
  - The name of this file should be “yourumdemailname.html”, where “yourumdemailname” is the name of your wam account. For example, if Merck were setting this up, he would call this file “jmerck.html”. When you have your webpage finally mounted on the website, its URL (web address) will be <http://www.wam.umd.edu/~yourumdemailname/yourumdemailname.html>
    - For example, Merck’s site would be <http://www.wam.umd.edu/~jmerck/jmerck.html>
  - A template for your webpage can be found at <http://www.geol.umd.edu/~jmerck/eltsite/templates.html>. This primary webpage must have the following features (these are also indicated on the template):
    - Links to the websites of College Park Scholars, the University of Maryland, and the Earth, Life & Time program (the template already includes these)

- Your name, your major, and your ELT affiliation
- An image (see more below). An obvious choice of an image is a digital photo of you, but there are other options.
  - Note: please keep your image(s) 600 pixels wide or smaller. That is 8 1/3 inches wide at standard screen resolution (72 dpi), so there is no reason to make them bigger. In general, try and save the version of the image that you mount on the website at 600 pixels or smaller: this will mean that you will have to resize (resample) images taken by most digital cameras. (If there is some compelling reason to have a larger image, please contact Merck or Holtz)
- Your University email address
- A working link to some other webpage: maybe your major department's website, maybe some group to which you belong, a favorite blog, whatever
- As each additional web-based assignment (field trip reports, academic showcase report, etc.) comes due, you will have to put a link to it on the main webpage
- If you have your own non-professional personal page (on umd.edu or a different server), you might want to link to the "Links" section to that as well
- Be certain to fix the <TITLE> text at the top of your html file, and correct the Last Modified date at the bottom! (And please change the latter each time you update your webpage with new links).
- See <http://www.geol.umd.edu/~jmerck/eltsite/templates/rubric.html> for details on the point values for grading this (and other web-based) assignment.
- You will have additional web-based assignments over the next four semesters. Each of these must be **its own webpage** (i.e., you will be penalized if you simply append new material onto the main webpage), and you **must provide a working link to the new assignment** from the main webpage.

### Using Images:

In order to comply with University regulations and general Internet law, you may only directly show images on your website to which you have a copyright, or which are public domain. The easiest way of dealing with this is to take your own digital picture and mount it on your website, then link to it from the webpage.

Putting a "deep link" (that is, having an image show up on your webpage even if that image is actually mounted on a different server) of a copyright image on your website is not allowed. (In fact, it has been held to be a criminal offense in some court cases). You may put a normal hotlink to a picture if you want (i.e., a line of text that links to an offsite image), but that won't count towards your requirement of an image.

Some thoughts on image sizes: most computer monitors have only 72 dpi (dots [pixels] per inch) resolution. At this resolution, an unprocessed image straight out of a digital camera will often be way too big to see at once on the screen. There are a couple ways of dealing with this:

- Constrain the image size using HTML code. For example, if you have an image called “dog1.jpg”, you can show it at 600 pixels wide on the screen by using the link
  - `<IMG SRC="dog1.jpg" WIDTH=600>`
  - At that scale, it will show up as 8 1/3 inches wide on a normal screen.
- However, if your file dog1.jpg is an extremely big file (like those made by most digital cameras), it will still take a long time to load even if you are just showing it at 600 pixels width. A better alternative is to use a low-resolution version of your image. Using Photoshop or similar software, set the dimensions and resolution of your image to an appropriate size. (NOTE: save it under a new name if you still want to save a high resolution image for printing purposes!) Then mount and link to the smaller sized version: it will load faster, and look just as good on a screen.

### File Names:

While both Mac and Windows machines allow you to use filenames with spaces in them (like “what is this.jpg”), webserver machines don’t always work as well with these spaces. So, in general, don’t use spaces. One possibility is to use the underscore mark (“\_”) in place of a space (e.g., “what\_is\_this.jpg”); another is to drop the spaces all together (“whatisthis.jpg”).

For the main webpage, please use the name `yourwamemailname.html`. PLEASE maintain this name throughout your time in ELT! When you update your file, simply copy over the previous version.

Please use appropriate (and understandable) names for additional files as you add them: for example, `reactionpaper1.html` for a reaction paper.

### Mounting Your Webpage:

In order to have your webpages accessible to others, you need to get it off of your computer’s harddrive or WAM desktop and uploaded onto a server. Similarly, any images that you want people to see have to be mounted onto your server. Uploading documents (such as webpage html files and image jpg files) is done via FTP (file transfer protocol) software.

You can find more information about transferring files to your server at

<http://www.helpdesk.umd.edu/documentation/other/ftp.shtml>. Go to that page for information on mounting pages from non-Windows Operating Systems (such as MacOS). While the OIT site talks about using F-Secure, we find that it is a very difficult-to-use piece of software. If you use a Windows machine, we recommend that you download a free copy of WinSCP (downloadable from <http://www.winscp.org/>) and if you use MacOS, download Fetch 5.0 (see <http://www.helpdesk.umd.edu/documents/4/4136/> for downloading instructions: follow them EXACTLY so that you don’t have to pay for your copy!!)

In either WinSCP or Fetch, you will have to make certain that up put main webpage file and additional files must be placed in the “pub” (for “public” and “published”) directory of your wam account; otherwise, no one can see it from the web!

### A Website Template:

The following is our template for creating your personal professional ELT website, available at <http://www.geol.umd.edu/~jmerck/eltsite/templates/website.html>

This gives you an idea of what the text (html) file you write should look like.

```
<HTML>
<HEAD>
<TITLE>Your name's ELT Website</TITLE>
</HEAD>
<BODY BGCOLOR="white">
<DIV ALIGN="left">
<A HREF="http://www.scholars.umd.edu"><IMG
SRC="http://www.geol.umd.edu/~jmerck/eltsite/images/sunspot.gif"
HEIGHT=75></A>
<A HREF="http://www.umd.edu"><IMG
SRC="http://www.urhome.umd.edu/trademarks/trademarks/gr/webglobe.gif"></A>
<A HREF="http://www.geol.umd.edu/~jmerck/eltsite/"><IMG
SRC="http://www.geol.umd.edu/~jmerck/eltsite/cooperoceras.gif"
HEIGHT=75></A><P>
</DIV>

<H2><B>Your Name</H2></B><P>
Your Major<BR>
<A href="http://www.scholars.umd.edu/">College Park Scholars</A>-<A
href="http://www.geol.umd.edu/~jmerck/eltsite/">Earth, Life & Time
Program</A><P>
<IMG SRC="imageA.jpg"><BR>
Caption for an image. You need to include at least one image on your site. How
about a picture of you?<P>
Email: <A HREF="mailto:youremailaddress">your email address</A><P>
```

If you want to write a short paragraph about yourself, feel free to do so. However, you can complete the assignment by simply including all the required elements below. Note that some of the elements listed will be added over the four semesters of your time in ELT: don't expect to have them all done at the beginning!

```
<P>
<U>ELT Activities:</U>
<UL>
<LI>Field Trip Reports:
<UL>
<LI><A HREF="">Field Trip Semester 1</A>
<LI><A HREF="">Field Trip Semester 2</A>
<LI><A HREF="">Field Trip Semester 3</A>
</UL>
<LI>Other Activities:
</UL>
<LI><A HREF="">Academic Showcase/Undergraduate Research Day Report</A>
<LI><A HREF="">Reaction Papers</A>
<LI><A HREF="">Graphics Poster</A>
<LI><A HREF="">Three-Semester Review</A>
```

```

<LI><A HREF="">Practicum Poster or Abstract</A>
<LI><A HREF="">You might have UNIV 100 webpages to link to, too</A>
</UL></UL>
<P>
<U>Links:</U><BR>
<A HREF="">Some thing you link to. You need at least one working link other
than the ones already listed.</A>
<P>
Note that this is a rather bare bones version of the website. You can
certainly add to it to make it more interesting.
<P>
<H6>Last modified: XX Sometember 200Y</H6>
<P>
</BODY>
</HTML>

```

### Your Grade

#### **Below is the ELT Website Grading Rubric**

This scheme is used to calculate your grade for this and all other web-based assignments (reaction papers, Academic Showcase reports, etc.) .

A fully functional website completely answering all questions is worth 20 points. The main graded elements are addressed in the chart below. Additional points may be added due to exceptional insight or web design (where appropriate); additional subtractions due to lateness and/or incompleteness also apply; these are listed below as well.

#### **CODING**

- **Exceptional (4 pts):** Page is in HTML code and all of the following are present and working: Link from main page; Links to UMCP, College Park Scholars, and ELT; all hot links and picture links are working
- **Good (3 pts):** Page is in HTML code, but one of the items listed is not working or present
- **Mediocre (2 pts):** Page is in HTML code, but two or more of the items listed are not working or present
- **Poor (1 pt):** Page is in HTML code, but none of the items listed are working or present
- **Atrocious (0 pts):** Not in HTML

#### **READABILITY AND FUNCTIONALITY**

- **Exceptional (4 pts):** All of the following are present: Clear contrast between text and background; No extraneous HTML "gunk"; Images are properly sized; Images are legally used; File name follows ELT conventions; Appropriate corrections to template (proper date, your name inserted where appropriate, etc.); No automatic music, video, or other interactive media that starts when the page is opened (links to music and video that start when the viewer chooses are acceptable.)
- **Good (3 pts):** One of the items listed is not present or in correct format.
- **Mediocre (2 pts):** Two of the items listed are not present or in correct format.
- **Poor (1 pt):** Three of the items listed are present or in correct format.
- **Atrocious (0 pts):** Four or more of the items listed are present or in correct format.

### **ENGLISH GRAMMAR AND SPELLING**

- **Exceptional (4 pts):** Text lacks grammatical or spelling errors.
- **Good (3 pts):** 1-2 isolated spelling or grammatical errors.
- **Mediocre (2 pts):** Several (3-5) different spelling or grammatical errors; also, one or two spelling/grammatical errors consistently repeated.
- **Poor (1 pt):** Common (6-10) different spelling or grammatical errors.
- **Atrocious (0 pts):** Atrocious spelling or grammar (>10 errors).

### **TECHNICAL GRAMMAR**

- **Exceptional (4 pts):** Text has proper technical grammar (e.g., taxonomic, geological, chemical).
- **Good (3 pts):** 1-2 isolated technical grammatical errors.
- **Mediocre (2 pts):** Several (3-5) different technical grammatical errors; also, one or two technical grammatical errors consistently repeated.
- **Poor (1 pt):** Common (>5) different technical grammatical errors.
- **Atrocious (0 pts):** Text does not follow technical grammatical rules at all.

### **FACTUAL CONTENT**

- **Exceptional (4 pts):** Factually correct.
- **Good (3 pts):** 1 factual error.
- **Mediocre (2 pts):** 2 factual errors.
- **Poor (1 pt):** 3 factual errors.
- **Atrocious (0 pts):** >3 factual errors.

**BASE WEBSITE GRADE** = the sum of each of the 5 above ratings (0 to 20 pts total).

#### **Additions:**

- Up to +5 for evidence of exceptional insight
- Up to +2 for exceptional design

#### **Subtractions:**

- -5 if late, with an additional -2 per additional late week.
- -10 points for each major required question/item missing
- -5 for each major required element inadequately developed/addressed

## NOTES

- Image size: In general, keep them 600 pixels wide or smaller. That is 8 1/3 inches wide at standard screen resolution (72 dpi), so there is no reason to make them bigger. In general, try and save the version of the image that you mount on the website at 600 pixels or smaller: this will mean that you will have to resize (resample) images taken by most digital cameras. (If there is some compelling reason to have a larger image, please contact Merck or Holtz).
- Legal use of images:
  - Images that you generate yourself (i.e., photographs you take, images you draw) are yours to use freely.
  - Images that are in the public domain (for example, from non-classified government sites) are also fine, although you should acknowledge your sources.
  - Other images are almost certainly NOT free for your use, and you should not include them on your site. Instead, use a text hot link to that image.
  - Avoid "deep links" (i.e., having the image show up on your site, even though it isn't on your server), as this remains a legally ambiguous situation. (A case can be made for the use of educationally-related materials on an educational website under the "fair use" clause; however, many private companies are very protective of the use of their images.)
  - Most importantly, JUST BECAUSE A PICTURE IS ON THE WEB DOES NOT MAKE IT "PUBLIC DOMAIN"!
- ELT website naming conventions:
  - Your main homepage must have the format "youremailname.html" (where "youremailname" is your umd.edu email name).
  - In all cases, you must not use spaces in the name of your webpages and image files: either run the name together to form a single word ("anexample.jpg") or use underscore marks instead of spaces ("an\_alternative\_example.html").
- Some common grammatical conventions that ELT students encounter:
  - Names of journals, books, movies, TV shows, and ships (including fictional spaceships), are in *italics*.
  - Names of journal articles, short stories, and episodes of TV shows are in "quotation marks".
- Taxonomic grammar:
  - Latin names of species are two word *italicized* names. The first word (which is also the genus name) is capitalized; the second word (or trivial nomen) is lowercase. Examples include: *Homo sapiens*, *Tyrannosaurus rex*, *Cooperoceras texanum*. If you abbreviate the species name, you must use the capitalized first letter of the genus name, a period, a space, and the full trivial nomen, all in italics: so *H. sapiens*, *T. rex*, and *C. texanum*. (NOTE: "T-Rex" or "T-rex" are just wrong!)

- Latin names of genera are single word *italicized* capitalized names: e.g., *Homo*, *Tyrannosaurus*, *Cooperoceras*.
- Other Latin names are capitalized but not in italics: e.g., Hominidae, Primates, Tyrannosauroida, Dinosauria, Cephalopoda, Mollusca. However, the vernacular (i.e., English) equivalents to these are ordinary nouns rather than proper names, so treat them as such: hominid, primate, tyrannosauroid, dinosaur, cephalopod, mollusk.
- Geologic grammar:
  - Both the formal name of a geologic time unit and the rank itself are capitalized. Thus, it is "Jurassic Period", "Early Cambrian Epoch", and "Paleozoic Era", not "Jurassic period", "early Cambrian epoch", and "Paleozoic era".
  - Similarly, both the formal name and the word "formation" (or "group", "member", etc.), or the lithology, must be capitalized when referring to formal stratigraphic units. Thus, it is the "Purslane Formation", "Tonto Group", and "Oriskany Sandstone", not the "Purslane formation", "Tonto group", and "Oriskany sandstone".
  - The prefixes in geologic time conform to the capitalization rules of metric prefixes more generally, so the lowercase "k" is  $10^3$  (kilo-, thousands), capital "M" is  $10^6$  (mega-, millions), and capital "G" is  $10^9$  (giga-, billions). In referring to dates in the geologic past, use "a" (for "annum", year): thus, 18 ka would be 18,000 years before present; 65.5 Ma would be 65,500,000 years ago; and 4.56 Ga would be 4,560,000,000 years ago. For durations, use "yr" (years) rather than "a". So 18 kyr would be any 18,000 year period in Earth history, rather than specifically the last 18,000 years. For example, the Mesozoic Era (which began at 251 Ma and ended 65.5 Ma) had a duration of 185.5 Myr.
- Chemical grammar:
  - Numbers for isotopes of an element are in superscript prior the element abbreviation: e.g.,  $^{14}\text{C}$ ,  $^{238}\text{U}$ .
  - Numbers for ionic charges are superscripts after the element or ion abbreviation: e.g.,  $\text{H}^+$ ,  $\text{SO}_4^{2-}$ .
  - Numbers for element abundance in a chemical formula are in subscript after the appropriate element: e.g.,  $\text{CO}_2$ ,  $\text{H}_2\text{SO}_4$ .