



UNIVERSITY of HAWAII®
KAPI'OLANI
COMMUNITY COLLEGE

CELTT FINAL DESIGN BRIEF
CASSY SONG

ART 293V SPRING 2014
NEW MEDIA ARTS INTERNSHIP

ART 293v NEW MEDIA ARTS INTERNSHIP
 SPRING 2014
 INSTRUCTOR CHRIS GARGIULO
 COMPANY CELTT (KCC)
 SUPERVISOR RAPHAEL LOWE
 TOTAL HOURS 144

FEBRUARY 2014

M	T	W	TH	F	S	SU
					1	2
3 7.5	4	5 7.5	6	7	8	9
10 7.5	11	12 7.5	13	14	15	16
17	18	19	20	21	22	23
24 7.5	25	26 7.5	27	28		

MARCH 2014

M	T	W	TH	F	S	SU
					1	2
3	4	5 7.5	6	7	8	9
10 7.5	11	12 8	13	14	15	16
17 8	18	19 8	20	21	22	23
24/31	25	26	27	28	29	30

JANUARY 2014

M	T	W	TH	F	S	SU
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17 7.5	18	19
20 7.5	21	22 7.5	23	24	25	26
27 7.5	28	29 7.5	30	31		

APRIL 2014

M	T	W	TH	F	S	SU
		1	2 7.5	3	4	5
7 7.5	8	9 7.5	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

REFLECTION

My Spring 2014 ART 293v Internship took place at Kapi'olani Community College's Center for Excellence in Learning, Teaching, & Technology (CELTT) department. CELTT is responsible for planning, developing, and delivering high quality computing and media resources and services for student learning, administrative operations, faculty and staff development, and delivery of instruction and services.

CELTT:

- + Coordinates, develops, and implements the College's technology plans;
- + Develops and maintains the College's voice, data and video networks;
- + Develops and supports local area networks within instructional and administrative facilities;
- + Develops and coordinates faculty and staff professional development activities;
- + Conducts demonstrations to familiarize faculty and staff with equipment available and to enable them to operate equipment;
- + Supports the development and delivery of distance education using a variety of media, such as broadcast television, cable television, web-based instruction, or other forms of digital delivery;
- + Works with College program heads to formulate budget requirements especially in the area of technology and technology uses;
- + Evaluates and makes recommendations on the purchase of technology;
- + Maintains and repairs media and computing equipment, including the development and implementation of preventive maintenance programs;
- + Provides telephone/telecommunication services; and
- + Develops and implements applicable policies and procedures.

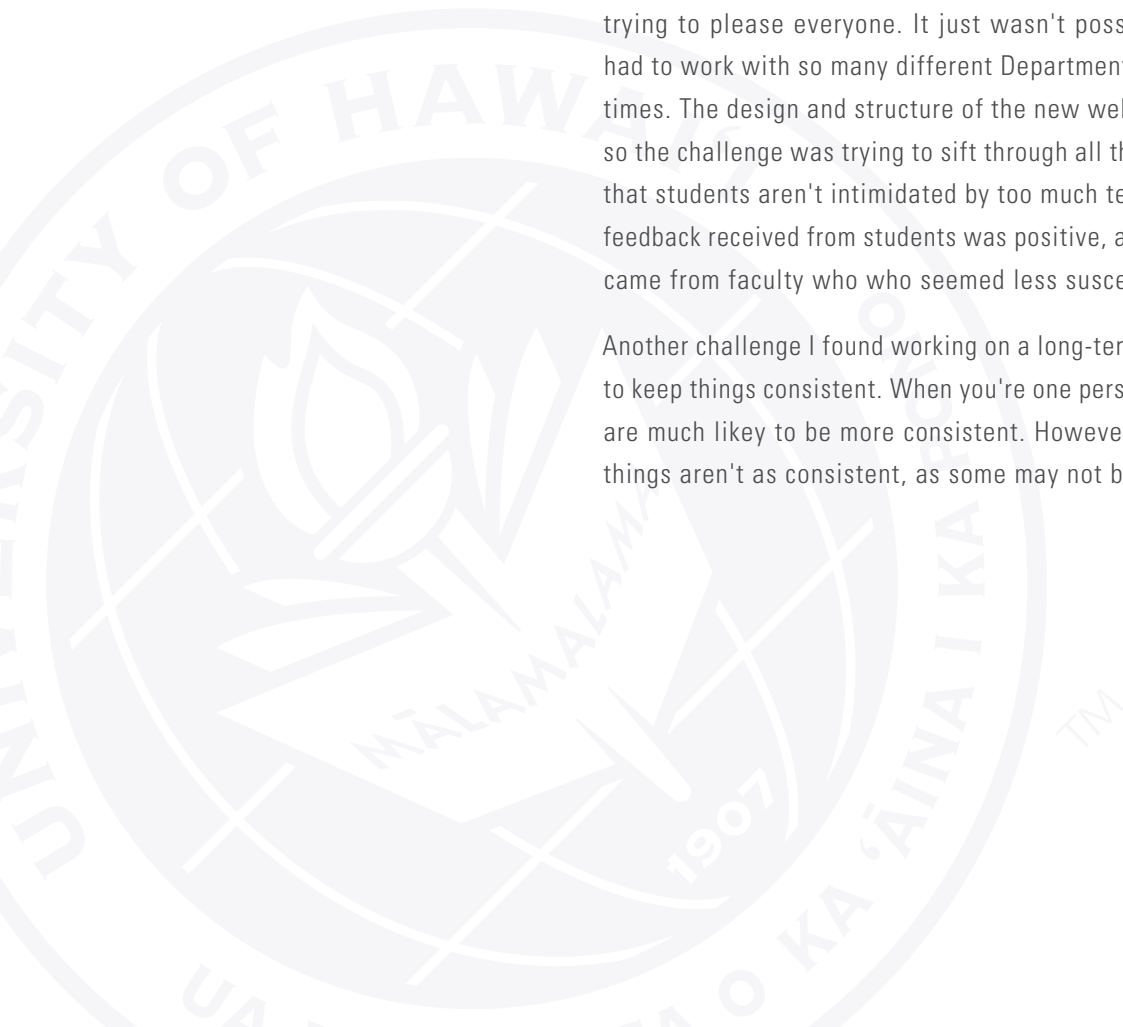
Under the supervision of Raphael Lowe, I mainly helped launch the new KCC website. Our team was rather small (myself, Raphael and another student worked together in Raphael's office, while a few other people who I hadn't met helped as well). Overall it was a good experience for such a huge project.

STRENGTHS + WEAKNESSES

I believe some of my strengths were my organizational skills, my attention to fine details, and my ability to work collaboratively with a team to solve design problems. As we got closer to the website launch date, I was able to help fix many issues with the website, such as broken links, missing content, replacing placeholder text, and formatting issues. I think my attention to detail also helped keep the site's content consistent between pages. My knowledge and experience with HTML 5, CSS, and working with Dreamweaver also helped, as I was able to create tables and assist with page designs as well. Using InDesign, I was also able to help create a standardized format for stationery and marketing/media forms, which was then converted to fillable PDFs for faculty use.

I think some of the challenges that we all faced working on this project was trying to please everyone. It just wasn't possible. Seeing how my supervisor had to work with so many different Department Heads, it was definitely hard at times. The design and structure of the new website is geared towards students, so the challenge was trying to sift through all the information and clean it out so that students aren't intimidated by too much text. After the site launched, most feedback received from students was positive, and most of the negative feedback came from faculty who who seemed less susceptible to change.

Another challenge I found working on a long-term project of this scale was trying to keep things consistent. When you're one person working on one project, things are much likely to be more consistent. However, when there is a team involved, things aren't as consistent, as some may not be as detailed oriented as others.



MY WORK

During my time at CELTT, I assisted on Kapi'olani Community College's new website, which launched during my internship on March 24, 2014. My main task over the internship was to get the new site ready for launch by checking for errors and assisting with page formatting, tables, and designs.

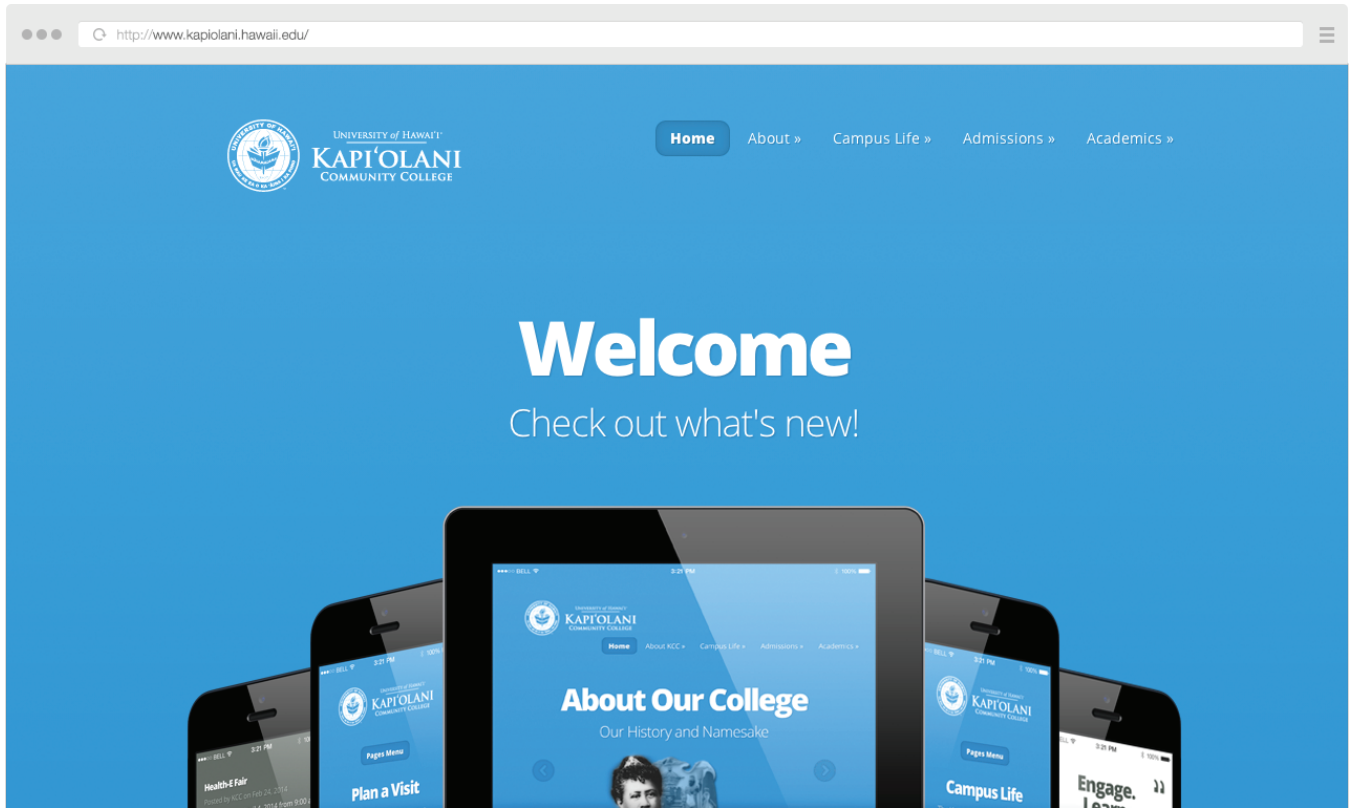
Some of the things I worked on included:

- + Create Media Forms (Fillable PDFs)
- + [Violence Prevention Page](#)
- + [Career Programs Toolbox Section \(Shadow Box Short Code\)](#)
- + [Format each Career Program page for consistency](#)
- + Check entire site for errors
- + Search for stock imagery
- + [Welcome Page](#)
- + [UHCC Page](#)
- + [Special Programs Page](#)
- + [Final Exam Schedule Page](#)
- + [Accreditation Archives Page \(Side Tab Short Code\)](#)
- + [KCC Champions Page](#)
- + Update [Scholarships Page](#)
- + Update [OSA Page Services Section](#)
- + Gather imagery from KCC Library archives
- + Update [New Media Arts Page](#) content
- + Fix broken links
- + [OCCR Toolbox](#)
- + Update [Commencement Procedures Page](#)




WELCOME SLIDER

Design Slider For Welcome Page




The image shows a browser window displaying the Kapi'olani Community College website. The URL is <http://www.kapiolani.hawaii.edu/>. The page features a blue header with the college logo and navigation links: Home, About, Campus Life, Admissions, and Academics. The main content area has a large 'Welcome' heading and the text 'Check out what's new!'. Below this, there are three mobile devices (two smartphones and one tablet) displaying different sections of the website: 'Plan a Visit', 'About Our College', and 'Campus Life'.



About Kapi'olani CC

The Kapi'olani Community College began in 1946 as the Kapi'olani Technical School at a time when Hawai'i was still a territory of the United States.


[Learn More](#)



Academics

Academic life at Kapi'olani Community College is spread across dozens of academic departments. If you're seeking to engage, learn and succeed – you belong at KCC.

[Learn More](#)



Academic Calendar

The Academic Calendars contain all the important deadlines and holidays. Keep track of registration deadlines and testing periods.

[Learn More](#)

UHCC SLIDER

Customize UHCC Logo for Slider

The image shows a browser window with the URL <http://www.kapiolani.hawaii.edu/>. The page features a blue header with the Kapiolani Community College logo and navigation links: Home, About, Campus Life, Admissions, and Academics. The main content area is a large blue banner with the text "UHCC 50th Year" and "2014: 50th Year of UH Community College System". Below this is a large white laurel wreath containing the text "Celebrating 50 YEARS". The bottom section is white and contains three columns of content, each with an icon, a title, a short paragraph, and a "Learn More" button.

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[Home](#) [About »](#) [Campus Life »](#) [Admissions »](#) [Academics »](#)

UHCC 50th Year

2014: 50th Year of UH Community College System

Celebrating
50
YEARS



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FINAL EXAME SCHEDULE

Create Table for Final Exam Schedule

http://www.kapiolani.hawaii.edu/

[Home](#)
[About »](#)
[Campus Life »](#)
[Admissions »](#)
[Academics »](#)

Final Exam Schedule

Home
Final Exam Schedule

Spring 2014 Final Exam Schedule

If your class starts between:		Your final exam will be held:
7:30-8:55am	MW, MF, MWR, MWF, MTWR, MTRF or Daily	Wed., May 14, 2014 - 7:45-9:45am
9:00-9:55am	MW, MF, MWR, MWF, MTWR, MTRF or Daily	Mon., May 12, 2014 - 7:45-9:45am
10:00-10:55am	MW, MF, MWR, MWF, MTWR, MTRF or Daily	Wed., May 14, 2014 - 10:00-12:00pm
11:00-11:55am	MW, MF, MWR, MWF, MTWR, MTRF or Daily	Mon., May 12, 2014 - 10:00-12:00pm
12:00-1:25pm	MW, MF, MWR, MWF, MTWR, MTRF or Daily	Wed., May 14, 2014 - 12:15-2:15pm
1:30-2:25pm	MW, MF, MWR, MWF, MTWR, MTRF or Daily	Mon., May 12, 2014 - 12:15-2:15pm
2:30-3:25pm	MW, MF, MWR, MWF, MTWR, MTRF or Daily	Wed., May 14, 2014 - 2:30-4:30pm
3:30-4:25pm	MW, MF, MWR, MWF, MTWR, MTRF or Daily	Mon., May 12, 2014 - 2:30-4:30pm
4:30-5:25pm	MW, MF, MWR, MWF, MTWR, MTRF or Daily	Wed., May 14, 2014 - 5:30-7:30pm
If your class starts between:		Your final exam will be held:
7:30-8:55am	TW, TR, TWR, TRS or TWRF	Tues., May 13, 2014 - 7:45-9:45am
9:00-9:55am	TW, TR, TWR, TRS or TWRF	Thurs., May 15, 2014 - 7:45-9:45am
10:00-10:55am	TW, TR, TWR, TRS or TWRF	Tues., May 13, 2014 - 10:00-12:00pm
11:00-11:55am	TW, TR, TWR, TRS or TWRF	Thurs., May 15, 2014 - 10:00-12:00pm
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If your class starts between:		Your final exam will be held:
7:30-8:55am	W, WR, WF	Wed., May 14, 2014 - 7:45-9:45am
10:00-11:55am	W, WR, WF	Wed., May 14, 2014 - 10:00-12:00pm
12:00-1:25pm	W, WR, WF	Wed., May 14, 2014 - 12:15-2:15pm
1:30-3:25pm	W, WR, WF	Wed., May 14, 2014 - 2:30-4:30pm
4:30-5:25pm	W, WR, WF	Wed., May 14, 2014 - 5:30-7:30pm
If your class starts between:		Your final exam will be held:
5:30-6:55pm	MW Evening	Mon., May 12, 2014 - 5:30-7:30pm
7:00-8:25pm	MW Evening	Mon., May 12, 2014 - 8:00-10:00pm
8:30-9:00pm	MW Evening	Wed., May 14, 2014 - 8:00-10:00pm
If your class starts between:		Your final exam will be held:
5:30-6:55pm	TR Evening	Thurs., May 15, 2014 - 5:30-7:30pm
7:00-8:25pm	TR Evening	Thurs., May 15, 2014 - 8:00-10:00pm
8:30-9:00pm	TR Evening	Tues., May 13, 2014 - 8:00-10:00pm

Final exams for Monday only, Tuesday only, Thursday only, Friday only, or Saturday only classes will be given during the spring 2014 final exam week (May 9-15, 2014) at regular class meeting times.