

# Graphic Design 1: Comp Graphics - ARTG 2306

Graphic Design 1: Comp Graphics - 21793 - ARTG 2306 - 007

Graphic Design 1: Comp Graphics - 28582 - ARTG 2306 - 008

Graphic Design 1: Comp Graphics - 23485 - ARTG 2306 - 003

Spring 2020: LACIT LAB (LART 411)

Instructor: John Dunn, Fox Fine Arts 456B

jdunn@utep.edu

Please use Blackboard Messaging System for all course related correspondence.

Office Hours: Thursday, 11:50 – 12:50 LART 411 (classroom lab), or by appointment.

**Posting of this content constitutes student acknowledgment and full understanding of course requirements as set forth and consent to meet all the requirements and conditions for successful completion of the course.**

## Previous Student Evaluation Comments

- Professor Dunn was **always available to help when needed.** **you never feel intimidated** with him. He is funny and makes his class easy going!
- Mr. Dunn is a **very knowledgeable** Professor. **Very patient and helpful.**
- I came into this course not knowing a thing about graphic design (I'm a drawing major) but **now I understand more about graphics and all it has to offer.** It may not be my favorite thing but I learned to respect it more and now I understand it a bit more too.
- The strengths of this course is how available the instructor was and the assistance provided when one struggled.
- The **class is easy,** but the instructor **does not help the student explore the adobe programs.**
- He is **too slow when talking and teaching,** which makes the class uninteresting. Very little time was spent exploring the Adobe software in more depth. I feel like I learned nothing in InDesign, and I was expecting to **learn more about Photoshop than I already knew.**
- Please **attempt to slow down when giving the instructions.** I had a **hard time learning and keeping up with the teaching process due to the speed.**
- **Good Job.**

## Course Description

Graphic Design 1: Computer Graphics: This is an introduction to graphic, illustration, and page layout software on Macintosh computers. Students scan, generate, import, process, and combine images and text in black and white and in color. Industry standard desktop publishing software and imaging programs are used. Recommended to be taken in the sophomore year. Prerequisites: ARTF 1301, ARTF 1302, and ARTF 1304 each which a grade of "C" or better. ARTG 2326 may be taken concurrently with ARTG 2306. Course fee required.

Essential applications include: Adobe Illustrator, Adobe Photoshop and Adobe InDesign.

**Course Prerequisite Information:** ARTF 1301, ARTF 1302 and ARTF 1304

Students are required to have a foundational understanding of the elements of design, the principles of composition, style, and content. Additionally, students must have developed fundamental drawing skills. These skills and knowledge sets are provided through the Department of Art's Foundation Courses. Students are also required to have a working-familiarity using a Mac computer including: hard drive folder navigation for saving and retrieving documents, "cut and paste" and basic word processing.

## Course Objectives

- Practical and real-world introduction to Adobe Illustrator, Photoshop and InDesign

## Course Outcomes

- Experience and competency using a Mac Computer
- Experience and competency using Adobe Illustrator, Photoshop, InDesign.

## Required Software

- Adobe Illustrator CC 2020
- Adobe Photoshop CC 2020
- Adobe InDesign CC 2020

## Course Structure

The course is divided into three units as follows.

1. Illustrator
2. Photoshop
3. InDesign

## Assignments

See Blackboard for list of course assignment instruction and due dates.

# Evaluation Standards

## Critical Thinking and Problem Solving

- Students will follow assignment instructions and work to exceed basic requirements. **It is my experience that typically the greatest number of point deductions result from not following instructions.**
- Students will use critical thinking skills to research and identify essential assignment related instruction, manage assignment development, and exhaustively work to solve problems they you may encounter, and in advance of requesting instructor help.
- Students will demonstrate a resistance for premature assignment resolution and strive to resolve assignments through repeated attempts to rework and improve upon solutions.

## Skilled Use of Software Technology

- Students will demonstrate the ability to work with each software application on the Mac effectively and productively. (Students who are not familiar with the Mac, should be certain that they take time at the start of the semester to get up to speed.)

## Design

- While students may not be asked to address high-level visual decision making, they will demonstrate knowledge and practice of standard design principles, processes and elements.
- Students will demonstrate visual awareness in producing work that exhibits attention to detail.

## What you should expect from me as the Instructor

- I will provide clear instructions on class expectations.
- I will do all I can to ensure your success in this class.
- I will provide graded feedback on your performance in a timely manner.
- I will leave myself open to suggestions for improvement of the class.
- If any changes in the course are to be implemented, I will ensure that the class is notified in a timely manner.

## Important Details

- Students are required to bring ear buds or headset to class for use while playing videos.
- Students are required to take notes while watching required LinkedIn Learning videos. A class demonstration will review the integral note taking tool. If a student has a question

related to a specific topic or use of a tool, they will be first be asked to refer to their notes for the answer.

- No assignments will be accepted after the assigned due date and time without penalty, except for a documented serious personal illness or death in the immediate family.
- Assignments submitted on the due date but after the set time has passed, will receive a 15% deduction from the final grade total.
- Assignments submitted the day after the assignment due date, and before 5:00 PM, will have 25% deduction from the final grade total.
- Assignments submitted the day after the assignment due date, and after 5:00 PM, will not be accepted.
- No assignment will be accepted via regular email. All assignments are submitted digitally via the Blackboard assignment page. Students are required to verify that their submission has been uploaded correctly and will display accurately for grading purposes. It is a best practice to submit assignments early.
- While working on the computer, students are encouraged to save all work early and often. Students are responsible for keeping a backup copy of all work files, separate from saving files on a single computer. Any work “lost” due to a lack of organization or any failure to save and backup files, must be recreated by the student for delivery at the assigned due date and time.
- Students are **required to use the Adobe CC 2020 software** release, which is installed in the lab. Assignments completed with Adobe CC 2019 (or earlier) may not properly open for grading purposes in Adobe CC 2020.
- Cell phone use or monitoring during class is prohibited. If a student expects a critical call during class time, he or she should notify the instructor at the start of class.
- If at any time a student would like to discuss a grade on an individual assignment, they must send a statement via the Blackboard Messaging System to me explaining in detail the concern and a proposed solution with an assigned grade – for example, what numeric grade you believe should be assigned. The student must wait 24 hours after the grade has been delivered before sending this message. The instructor will respond within 48 hours, Monday – Friday.
- Attendance at the final exam is mandatory.

## Attendance Policy

- Each student is permitted 3 absences during the term without penalty. Information missed during an absence is the sole responsibility of the student.
- Excused absences are defined as documented personal serious illness, death in the immediate family, or university sanctioned events with prior approval.
- **In order for an absence to be excused, all previous absences must be excused.**
- Students arriving to class after the attendance has been taken, but no later than 10 minutes, will be marked late. 2 late entries constitute 1 full absence.
- If a student arrives late, but no later than 10 minutes, they must sign their name on the whiteboard in the front of the classroom to insure proper recording of the late arrival. The

student should then find an open seat and prepare for classwork without disturbing other students or the instructor.

- Students returning late from a class break will also be marked late for the day. 2 late entries constitute 1 full absence.
- Each unexcused absence after 3 will result in the final class grade being lowered a full letter grade. Consequently, a final grade of “A” becomes a “B” with 4 absences, a “C” with 5 absences, a “D” with 6 absences, an “F” with 7 absences.

**Regarding Assignment Reviews:** The intent here is that students will work to complete assignments early, in advance of the due date and time to the best of their ability before requesting a review. Review requests made after 5:00 pm on the Friday of the week prior to the submission date, are not guaranteed a response. While class time **may** include opportunities for assignment help, this may not always be the case.

This course is offered in the hybrid format. Nevertheless, students should keep both weekly class meeting time slots clear in their schedule for the duration of the semester. It is recommended that students come to the classroom lab when there is not a required meeting to work on assignments.

## Grading

A final letter grade will be assigned at the end of the term, based upon the total possible points according to the following scale:

**A 90-100 Superior**

Represents outstanding work reflective of effort and performance of exceptional ability and absolute quality.

**B 80-89.99 Above Average**

Represents effort and performance beyond the merely adequate.

**C 70-79.99 Average**

Represents adequate work.

**D 60-69.99 Below Average**

Represents inadequate work that falls below requirements and expectations.

**F Below 60**

Unacceptable performance.

**I am here to help you! If you find yourself falling behind at any time, or need assistance, contact me immediately using the Blackboard Messaging System.**

If you want to purchase the software, student plans are available. Go to <https://creative.adobe.com/plans> and click on the “Students and Teachers” tab.

## Plagiarism/ Academic Dishonesty Statement

**Cheating/Plagiarism:** Cheating is unethical and not acceptable. Plagiarism is using imagery, information or original wording without giving credit to the source of that imagery, information or wording: it is also not acceptable. Do not submit work under your name that you did not do yourself. If you are found to be cheating or plagiarizing, you will be subject to disciplinary action, per UTEP policy.

## Student Resource

**The Center for Accommodation and Support Services** is located at Union Building East Room 106. It is open Monday thru Friday 8:00a.m.-5:00p.m. Phone:(915) 747-5148  
[cass@utep.edu](mailto:cass@utep.edu).

On average, 350 students with disabilities attend classes at UTEP each semester. Each student will have a unique set of abilities and disabilities requiring unique accommodations. These accommodations may include but are not limited to:

- Extended time on examinations and quizzes
- Note-taking assistance and/or copies of notes
- Use of tape recorder in class
- Preferential seating in the classroom
- Alternative text in Braille or e-text format
- Alternate testing format, (i.e., oral vs. written)
- Sign Language Interpreter
- Scribes/Readers for tests
- Large print material
- Assistive Listening Device
- The freedom to change positions or take breaks in class
- Computer use in class

If you have a disability, illness, or special need that you feel would benefit from one of the above accommodations or services, please be certain to visit and register with the Center as soon as possible. Do not hesitate to make an appointment to speak to me about your concerns, share any special needs or get assistance.

Students complete course evaluations online from [My.UTEP.edu](http://My.UTEP.edu). Once you have logged in, click on the **Classes** tab on the left side. You will see the Course Evaluations module and your classes will be listed. Click on the course names or CRNs to complete the evaluation for each course. If you do not see all of your courses, contact the [Technology Support Help Desk](#).

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**This syllabus is subject to change with prior notice. Last update: January 13, 2020**