ARTG 2306 Graphic Design 1: Computer Graphics
January 21 – May 16, 2014

ARTG 2306-001 CRN 2990  ARTG 2306-003 CRN 26660  ARTG 2306-005 CRN 23396
ARTG 2306-007 CRN 22648

Instructor: John Dunn

Email: Please use Blackboard Messaging System for all course related correspondence.

Office Hours: Tuesday 12:30 - 1:30 pm, UGLC 202A.
(This is the Mac Lab inside the Atlas Lab.)

Catalog Course Description
Graphic Design 1: Computer Graphics offers an introduction to graphic, illustration, and page layout software on Macintosh computers. Students 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. ARTG 2326 may be taken concurrently with ARTG 2306. Laboratory 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 Macintosh computer including: hard drive folder navigation for saving and retrieving documents, “cut and paste” and basic word processing.

Course Objectives
Practical and real-world introductory experience using Adobe Illustrator, Photoshop and InDesign.

Course Outcomes
• Experience and competency using a Macintosh Computer.
• Experience and competency using Adobe Photoshop, Illustrator, and InDesign.

Required Course Materials
Students are required to purchase an educational classroom subscriptions with lynda.com for the duration of the course. Subscription details will be delivered the first week of classes.

NOTE: Students are required to be active users of lynda.com for specific assigned tasks, but also as a resource for self-directed learning beyond what is “necessary.” Students who do not
purchase and make use of this required subscription will have their final grade lowered at the discretion of the instructor.

**Required Software**
- Adobe Photoshop
- Adobe Illustrator CS6
- Adobe InDesign CS6

**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 learning and success in this class.
- I will provide graded feedback on your performance in a timely fashion.
- 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 fashion.

**Course Outline**
Graphic Design 1 Computer Graphics is designed around three modules. Module topics include:
- Illustrator: January 21 - March 7
- Photoshop: March 17 - April 10
- InDesign: April 14 - May 9
  Final Exams: May 12 - 16

**Quizzes and Assignments**

**Illustrator**
1. Three in class mini quizzes
2. Two assignments

**Photoshop**
1. Two in class mini quizzes
2. Two assignments

**InDesign**
1. One in class mini quiz
2. One assignment

**No assignment or quiz will be accepted after the assigned due date and time**, except for a documented serious personal illness or death in the immediate family.

**No assignment will be accepted via email**. All assignments and quizzes are submitted digitally via Blackboard. Students are required to verify that their submission has been uploaded correctly and will display accurately for evaluation purposes.

Students are required to have a portable storage device for holding all course required files and assignments.
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.

**Evaluation Standards**

**Critical Thinking and Problem Solving**
- Students will use critical thinking skills to research and identify essential assignment related instruction, manage assignment development, and exhaustively work to solve problems they may encounter, and in advance of requesting instructor help.
- 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 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 skillfully select and use essential tools and processes of each software application effectively and productively.

**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.

If at anytime a student would like to discuss a grade on an individual assignment, they must send a statement via the Blackboard Messaging System to the instructor explaining in detail their concern and proposed solution. The student must wait 24 hours after the grade has been delivered before sending this email. The instructor will respond within 48 hours during weekdays.

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 expectations.

**C 70-79-99 Average:** Represents adequate work that fulfills requirements and expectations.

**D 60-69.99 Below Average:** Represents less than average performance and is considered underachieved. Credit given.

**F Below 60:** Unacceptable Performance: No credit given.

**Attendance Policy**
Each student is permitted two absences during the term without penalty. Information missed during an absence is the sole responsibility of the student. Students with more than two class absences should consider dropping the course and retaking it at a time when the student can commit the proper attention to the course. **Excused absences are defined as documented serious illness, death in the immediate family, or university sanctioned events with prior approval.**

Absences after the first two can be excused only if the first two absences are excused. Each unexcused absence after two will result in the final class grade being lowered a full letter grade. Consequently, a final grade of “A” becomes a “B” with three absences, a “C” with four absences, a “D” with five absences, an “F” with six absences.

Coming to class unprepared or attending class and not participating is regarded and recorded as being absent. Coming late to class and returning late from a break will be recorded as an absence.

If a student's cell phone rings or is otherwise “monitored” during class, an absence will be recorded for the day. (If you anticipate an emergency phone call bring this to my attention at the start of class.) Instant messaging and personal web browsing during class time is prohibited. If a student is found to be violating this prohibition, an absence will be recorded for the day.

Attendance at the scheduled final exam is mandatory. Students who do not attend the final exam will receive 0 points. Students will be excused only by documented serious illness or death in the immediate family.

**Delivery of this syllabus constitutes student acknowledgement and full understanding of course requirements as set forth and agreement to meet all the requirements and conditions for successful completion of the course.**

**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. You may not submit work for this class that you did for another class, or that was done by another student. If you are found to be cheating or plagiarizing, you will be subject to disciplinary action, per UTEP policy.

**Disabilities Statement**

I will make any reasonable accommodations for students with limitations due to disabilities, including learning disabilities. Please contact me in the first week of class to discuss any special needs you might have. If you have a documented disability and require specific
accommodations, you will need to contact the Disabled Student Services Office in the East Union Bldg., Room 106 within the first two weeks of classes. The Disabled Student Services Office can also be reached in the following ways: Web: http://sa.utep.edu/cass/
Phone: (915) 747-5148
E-Mail: cass@utep.edu

Syllabus is subject to change with notice. Last update: January 8, 2014.