

# Graphic Design 1: Comp Graphics - ARTG 2306

Graphic Design 1: Comp Graphics - 11967 - ARTG 2306 - 003

Graphic Design 1: Comp Graphics - 14102 - ARTG 2306 - 008

## LACIT LAB (LART 411)

Instructor: John Dunn, Fox Fine Arts 456B

jdunn@utep.edu

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

Office Hours: Tuesday, Noon – 1:00 PM 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. **If you managed your time well and made the review submissions on time, you are guaranteed to do well in the class.**
- 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.**
- As the first GD class, those who do not have any experience whatsoever in the Adobe programs need a thorough step by step explanation on how to work the keyboard shortcuts. Professor **does explain thoroughly but fails to explain tiny details that make a difference.** Eg. When explaining how to use the tool pen, explain when you are pressing and holding the mouse to create a curve; point out exactly where your cursor is located at the screen when doing demos because it's hard to find it, especially when professor says "Go right here." **Some students have trouble understanding the process and what should be done** (eg. understanding the function of masks and creating them.) **When we ask for a review during class or through an email, please do not hesitate to help us.** Some students, do want to learn but if we are seeking for your help it's for a reason. **Please do not be so strict on the deadlines for the review,** at least for the students that try to succeed in your class. Also, I

paid from a budget to take this course, and it's a very fundamental course as it should teach us the basics.

- 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 2019
- Adobe Photoshop CC 2019
- Adobe InDesign CC 2019

## Course Structure

The course is divided into three units as follows.

1. Illustrator
2. Photoshop
3. InDesign

## Assignments

See Blackboard for list of course assignments.

## 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 viewing videos.
- Students are required to take notes while watching required Lynda.com 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 the videos and 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 and a grade of "0" will be assigned.
- 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.
- 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 encouraged to use the Adobe CC 2019 software release, which is installed in the lab. Students with a Creative Cloud subscription and Adobe CC 2019 may encounter release update functionality that differs from earlier versions.
- 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. Please do not send messages asking the instructor, “What did I miss from the last class?”.
- 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.
- 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.

## Assignment Reviews

Assignment reviews will be provided for all assignments. To request a review, follow these steps:

1. Submit the assignment file in Blackboard no later than Friday at 5:00 PM of the week before the assignment is due.
2. Send me a Course Message to let me know that you are requesting a review. If you do not send this, I will not know that you have submitted your work and that you are requesting a review.
3. Do not attach the assignment file to the Course Message. I can only review work that has been submitted in Blackboard.
4. I will respond via the same Course Message with my comments. Comments will be limited to notification that there are errors in the submission with a recommendation to review the assignment instructions and watch related videos again.

**Regarding Assignment Reviews:** The intent here is that students will work to complete assignments far in advance of the due date and time and request a review. Comments will be limited to notification that there are errors in the submission with a recommendation to carefully review the assignment instructions and watch related videos again. After comments are delivered, the student is free to make changes and request up to two additional reviews each after resubmitting.

**If you manage your time well and request reviews in advance, you are guaranteed to do well in the class.** 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 Creative Cloud software suite, 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](#).

**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.**

**This syllabus is subject to change with prior notice. Last update: August 19, 2019**