Course Information
Graphic Design 1: Computer Graphics
ARTG 2306, CRN 10741, FALL 2025
Class Hours: 4:30pm - 7:20 pm Tues. and Thurs., Fox Fine Arts Center, Room A349A

Instructor Information
Instructor: Isa Susan Y Kim, e-mail: sykim2@utep.edu
Office Hours: by appointment in room A349A

Isa S.Y. Kim was born in Los Angeles, CA and raised in El Paso, TX. BFA 2010; BA/Exhibitions Practices Certificate 2014 at The University of Texas at El Paso; MFA 2017-Cranbrook Academy of Art in Bloomfield Hills, MI.

Course Description
Graphic Design 1: Computer Graphics is an introduction to the usage of the following computer applications: Adobe Illustrator (graphics and illustration), Adobe Photoshop (photo editing) and Adobe InDesign (page layout). There will be a basic overview of each application, with an emphasis on Adobe Illustrator.

Course Prerequisite Information
Course prerequisites include ARTF 1301, ARTF 1302, and ARTF 1304 each with a grade of “C” or better. Students are required to have foundational drawing skills and an understanding of the elements of design, composition, style, and content. These skills and knowledge sets are provided through the Department of Art’s Foundational Courses. Students are also required to have a familiarity using a computer (i.e. hard drive folder navigation for saving and retrieving documents, cut and paste; and basic word processing).

Course Objectives
Introduction to Illustrator, Photoshop and InDesign.

Course Outcomes
After successful completion of this course, students can expect fundamental competency using Illustrator, Photoshop, and InDesign for students to apply skills in practice in educational or professional settings. This course will serve as a foundation and prerequisite for higher level Graphic Design courses.

Required Course Materials
Sketch book (i.e. notebook, paperback, hardback, whatever type you prefer and will use), flash drive (recommended: SanDisk or PNY with a minimum of 64gb), pencils (your preference), eraser (your preference), metal ruler with US Standard and metric; and access to a Macintosh computer with Adobe Illustrator, Adobe Photoshop and Adobe InDesign applications.

Required Software
Adobe Illustrator, Adobe Photoshop and Adobe InDesign applications.
Note: Access to the required software is available in the classroom and various campus labs (Library 3rd floor computer lab and Fox Fine Arts building 3rd floor Graphic Design lab during lab hours).
Full list of labs: https://www.utep.edu/technologysupport/servicecatalog/comp_computerprintinglabs.html .Students also have access to Adobe from their personal computer, just download Adobe and sign in with UTEP credentials. NOTICE: using Adobe software in different labs across campus may result in unexpected results. Be sure that you are using the same version of Adobe CC that is installed in the computer lab A349A.

Course Requirements (Subject to change without advance notice):
3-Total Illustrator in-class assignments-15%
1-Total Photoshop in-class assignment-5%
1-Total InDesign in-class assignment-5%
1-Illustrator Final Project-16.7%
1-Photoshop Final Project-16.7%
1-InDesign Final Project-16.6%
Total Participation-25%

In some cases, work for one assignment will be required for the completion of another. Save a copy of all your work until after the end of the semester. **There will be no make-ups for in class assignments and projects. No assignments or projects will be accepted after the due date and time**, with the exception of a documented serious personal illness or death in the immediate family. Students are required to verify that their submission has been uploaded correctly and will display accurately for evaluation purposes. While working on the computer, save your work often. Students are responsible for keeping back up copies of all work files, separate from saving files on a single computer. Any work "lost" due to lack of organization or failure to save must be recreated by the student for delivery on the due date and time. Assignments or projects containing work done exclusively outside of class will not be accepted.

Grades will be based on:
1. How well students follow instructions and work to exceed basic requirements.
2. Critical Thinking and Problem Solving: research and identify essential assignments, related instruction (online books and videos), manage assignment development, and work to solve problems they may encounter independently.
3. Amount of work completed.
4. The ability to skillfully select and use essential tools and processes of each software application effectively and productively.
5. Visual Strength: visual interest, design, compositional decisions, etc.
6. Conceptual Strength: originality and creativity
7. Degree of effort, experimentation, ambition, and growth.
8. Thoroughness of assignments and projects.
9. Meeting requirements for the assignment or project.
10. On-time completion of assignments and projects.
11. Amount of work completed.
12. Work ethic in and out of class.
13. Coming to class prepared.
14. Participation in class.

Grading scale: 90%-100%=A (Pass), 80%-89%=B (Pass), 70%-79%=C (Pass, fulfills prerequisite requirements), 60%-69%=D (Pass, may not fulfill prerequisite requirements), 0%-59%=F (Fail). If you have questions regarding credit requirements, consult your academic/department advisor.

Attendance Policy

-Students are permitted 3 excused absences during the semester without penalty. Excused absences are defined as documented serious illness, death in the immediate family, or University sanctioned events. Students must email the instructor before the start of class.*Catching up with information missed during an absence is the sole responsibility of the student. It is the student's responsibility to stay current with missed work and assignments, and to stay in contact with the instructor regarding health status, recovery, and anticipated return to class. Use your UTEP email account and email me at sykim2@utep.edu to stay in contact. Students with more than 3 absences should consider dropping the course and retaking it at a time when the student can commit to the course.

-Due dates and times for assignments and projects are still applicable even if you are absent, with the exception of a documented serious personal illness or death in the immediate family. In the case of a documented serious personal illness or death, assignments must be turned in on the day the student returns to class. Scheduled appointments, transportation problems, and job demands are not excused absences.

-Unexcused absences will count negatively towards the participation grade.

-Each additional absence after the first 3 absences will result in the final course grade being lowered a full letter grade (i.e. If you have an A, it will be lowered to a B. If you have a B, it will be lowered to a C).

-Late to class (ARRIVING AFTER THE ROLL IS TAKEN)= ½ an absence. 2 tardies = 1 absence.

-Returning late from a break = 1/2 absence. 2 half absences = 1 full absence.

-Leaving early = ½ absence

-Leaving/returning without notifying the instructor= ½ absence

-No texting or calls. If a student is found violating this policy a ½ absence will be recorded. If it is an emergency situation, inform the instructor before class, put the phone on silent/vibrate mode and exit the classroom silently to text/call.

-If a student is not present for more than ½ the class period, it will = 1 absence.

-Coming to class unprepared (not having the required materials) or attending class and not working is = 1 absence.

-No social media or apps (i.e. Facebook, Tiktok, Instagram,etc.). If a student is found on apps during class it will = 1 absence.

-STUDENTS MUST INFORM THE INSTRUCTOR WHEN ARRIVING LATE, LEAVING EARLY, ANYTIME STUDENT IS LEAVING OR ENTERING THE CLASSROOM.

Course Policies

-Students are required and expected to work on classroom computers during class time and not on personal laptops or tablets unless specifically permitted.

-Use of tablets for any assignment is prohibited unless permission has been granted by the instructor.

-Music is not allowed during any instruction, lecture, or during critique. Students may listen to music at a low volume with headphones during any other class time as long as it does not disturb other students.

-NO PERSONAL WEB BROWSING OR PRINTING.

-Students are required to work on assignments in and out of class in order to complete them to the best of their abilities.

-It is the responsibility of the student to fulfill all the class requirements to the best of her/his/their abilities. If a student is unclear about anything, they should seek clarification from the instructor immediately.

-It is the student's responsibility to effectively time manage in and outside of the classroom to finish assignments and projects to the best of their ability.

-No extra credit assignments will be given outside of assigned extra credit assignments/projects.

-There are no breaks during class except for the allotted 10 minute break at 5:50pm. Please plan accordingly.

Course Calendar: A class calendar will be provided on the first day of class. Make arrangements with the instructor to receive the course calendar if you are absent the first day of class.

COVID-19

This is a course that requires student use of the shared working space. In order to assure the safety of all please practice safe social distancing as much as possible and be respectful of others.
-Practice safe distancing when possible, respect others working space.
-Students are highly encouraged to not share any materials. Always make sure you have all necessary materials with you.
-Students must be aware of the possible forced changes that are out of UTEP control and accept the syllabus as contract to that fact. The structure of this course may change at any time if mandated by the city of El Paso and UTEP.

COVID-19 Precautions/Accommodations

Please stay home if you have been diagnosed with COVID-19 or are experiencing COVID-19 symptoms. If you are feeling unwell, please let me know as soon as possible, so that we can work on appropriate accommodations. If you have tested positive for COVID-19, you are encouraged to report your results to covidaction@utep.edu, so that the Dean of Students Office can provide you with support and help with communication with your professors.

Incompletes, Withdrawals, Pass/Fail

Incompletes or "I" grades will be considered for students completing satisfactory or better work and having serious legitimate situations beyond their control requiring additional time to complete the course requirements. All "I" grades are at the discretion of the instructor and the approval of the Departmental Chair. Students hold the full responsibility for withdrawing from this course if that procedure is elected. Withdrawals must be completed on or before the final drop date to drop a course with a W. Students missing this deadline will be issued a grade for their performance in the course. This is a grade-based course and is not available for audit or pass/fail options.

Plagiarism/Academic Dishonesty Statement

Cheating/Plagiarism/AI use: Cheating, Plagiarism, and AI use will not be tolerated. Plagiarism is using imagery, information or original wording without giving credit to the source. 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. If you are found cheating, plagiarizing, or utilizing AI, you will be subject to disciplinary action, per UTEP policy. Refer to https://www.utep.edu/hoop/section-2/student-conduct-and-discipline.html for further information.

Accommodations Policy

The University is committed to providing reasonable accommodations to students with documented disabilities. Accommodations that constitute undue hardship are not reasonable. To make a request, please register with the UTEP Center for Accommodations and Support Services (CASS). Contact CASS at 915-747-5148, email them at cass@utep.edu, or apply for accommodations online via the CASS portal.
https://www.utep.edu/student-affairs/cass/

Pregnancy and Parenting accommodations are also now available for students through Title IX. Please go to the following link for more information about this.
https://www.utep.edu/titleix/pregnancy-and-parenting.html

In case of an emergency call the Campus Police at 747-5611 or dial 911