

ART100 – Syllabus ***Introduction to Computer Graphic Art***

1. TEXT AND SUPPLIES:

Text: **Project Illustrator, Nat Gertler**
 Publisher: Thompson Delmar Learning
 ISBN: 1-4018-1114-0

Project Photoshop 7, Nat Gertler
 Publisher: Thompson Delmar Learning
 ISBN: 1-4018-2589-3

Other: Electronic storage media for saving electronic images.
 Suggested: USB keychain or 250 MAC ZIP disk

2. TO CONTACT YOUR INSTRUCTOR:

Instructor: Stephen Lloyd
Phone: (480) 484-6182
 This is my work phone at Scottsdale Unified School District. When leaving a message,
 please leave a message with a number to reach you at.
Email: slloyd@susd.org or stephen.lloyd@sccmail.maricopa.edu

The best way to contact me is via email. I will check email on a daily basis and respond to you within 24 hours. If you do not hear from me or have a need to speak in person, feel free to call my phone number listed above. Please speak clearly, state your name, state which class you are taking, what your question is and a number to reach you at.

3. COURSE DESCRIPTION:

Conceptualization, visualization, and production of art using the computer. Prerequisites: None.

4. COURSE OBJECTIVES:

Upon completion of this course, you should be able to:

- Operate a computer.
- Differentiate between network and hard drive access.
- Manipulate art and graphics using the computer.
- Describe principles of menu commands.
- Use tools available in the software package.
- Execute art and design projects electronically.
- Use various electronic input devices.
- Print hard copy.

This syllabus is subject to change at the discretion of the instructor.

5. COURSE FORMAT:

The course is separated into **eight (8) modules**. Modules contain the work that you are required to complete. There are two modules each day.

Modules may contain a mixture of the following elements:

- **Lectures** in Microsoft Power Point format for download. If you do not have access to Power Point that is OK, you may download a slide show version for viewing instead.
- **Required Reading** from Project Illustrator or Project Photoshop 7
- **Homework Assignments**. A description of the homework assignment, and its point value, will be provided on the Module page along with a link to download the assignment in a Microsoft Word document format.
- **Quizzes**. The point value will be provided.
- **Final Projects**. A description of the final projects, and their point values, will be provided on the Module page along with a link to download the final project in a Microsoft Word document format.

The textbooks are absolutely necessary to the success of this course! The textbooks are to be read while sitting at the computer. Students are to read and practice the tutorials at the same time. It is expected that the student will have completed the hands on tutorials in each chapter before attempting the homework assignments for the course. This class was designed for beginning students who wish to learn computer basics an image manipulation basics. In this class, you will be working with **Adobe Photoshop 7, Adobe Illustrator 10 and a computer.**

The Adobe programs can be purchased from your school's bookstore, from web sites such as www.journeyed.com , and can even be found at the local discount club warehouse. As of January 2004, www.journeyed.com is selling **Adobe Photoshop CS for approximately \$300** and **Adobe Illustrator 10 for approximately \$100.**

If money is an issue, in lieu of Adobe Photoshop CS, students may wish to use its counterpart, **Adobe Photoshop Elements 2.0, (selling for about \$50)**. The difference between the two programs is considerable. Photoshop Elements has fewer tools and abilities but might be perfectly suitable for the hobbyist or someone considering going into the graphic arts field. The full Adobe Photoshop would be good for someone who is planning to take more digital art classes. It is your choice (**By the way, you won't be able to use trial versions of this software downloaded from Adobe's website because any images you manipulate can't be saved.**)

6. COURSE REQUIREMENTS

- This course is organized into **eight (8) modules**. Each module may contain a mixture of reading, homework, projects and quizzes.
- There are a total of **five (5) homework assignments**.
- There are total of **six (6) quizzes**.
- **The final project consists of two projects**; one using Adobe Illustrator and one using Adobe Photoshop. Although the two projects are to be completed at separate times in the semester, both will count towards the final project portion of your grade.

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7. SUBMITTING ELECTONIC ASSIGNMENTS

Follow these steps when submitting homework projects. Failure to do so may result in a penalized grade:

- It is recommended that you create a directory on your disk or hard drive for each module and save the work in the appropriate subdirectory. You eventually will want to use some of this work as portfolio pieces and being able to locate it quickly and efficiently will help you later on.
- Save the exercise using the naming conventions provided in each module.
- Save your digital artwork in the native or proprietary file format (i.e.: a **.psd** file format for a Photoshop image or an **.ai** file format for an Illustrator image). By keeping the original image in its native file format, you can go back and improve upon it if you want to use it as a portfolio piece.

All course work (*including the Final Projects*) **must be completed by the published end date**. Please refer to the “**Due Date**” column in the Assignments chart below so that you can plan your time efficiently, it is required that you submit your assignments by their published due date.

IMPORTANT: You must contact me (via email or phone) about absences. There are only 4 days of class. If you miss more than a full day, you will receive either a Withdrawal “W” or an “F” in the course (without refund).

8. SUBMITTING LATE ASSIGNMENTS

The following penalties will apply to late assignments:

- **Late Assignments will be penalized - minus 20%** (no assignment accepted greater than 1 week after the due date and no assignment accepted after the Final Exam date).

If an emergency arises and you need an extension for a due date, **it is best to contact me as soon as possible so I may work with you.** It is important that I know that you are committed to completing the course.

Communication with me is the key to your success in this course.* I cannot help you if I do not hear from you.

9. TESTING and QUIZZES

There are **six (6) Quizzes**. **Quizzes cannot be taken after the scheduled due date** so plan carefully. Each quiz may consist of a mixture of multiple choice, true/false, short answer, and multiple answer questions. Each quiz is timed and you only have one try to complete the quiz. **All quizzes are open book and open notes.**

10. GRADING SCALE:

There are **220 points possible** for this course. Grading will be based on points earned, according to the following scale:

A = 90 – 100 %	198 - 220 pts.
B = 80 - 89 %	176 - 197 pts.
C = 70 - 79 %	154 - 175 pts.
D = 60 - 69 %	132 - 154 pts.

You will receive an **F** if you accumulate fewer than **132 points OR** if you fail to complete the course by your end date without an extension or withdrawal.

Point Allocation Breakdown:

Item	Quantity	Point Value	Total Points
Homework Assignments	5	10	50
Quizzes	6	10	60
Final Project 1	1	50	50
Final Project 2	1	60	60
Total			220

11. BACKING UP YOUR FILE(S):

I strongly recommend that you back up all of your files and disks on a regular basis. If you encounter a problem during the semester with corrupt files, **it is your responsibility to communicate** this to me as soon as possible. I cannot work with you if you do not let me know what is going on.

12. DISABILITY AND SUPPORT SERVICES

Location: Learning Center Building

Telephone: (602) 285-7477 V/TDD

The Disability Support Services (DSS) Office coordinates services which will ensure equal access to college programs for students with disabilities. Services include interpreting for the deaf/hard of hearing, note taking, reading, scribing, adaptive technology, testing accommodations, alternative text formatting, and special seating arrangements. Some classroom accommodations such as interpreting services, audio taped texts and handouts, enlarged print and brailled materials require preparation time. For this reason, students with disabilities are encouraged to contact the DSS Office prior to registration and provide us with the necessary documentation. All disability-related information provided to DSS remains confidential.

Note: No late work will be accepted after the last day of class!