

IDC 6040-Applied Graphics I

Learning outcomes

- Create and edit raster and vector digital images
- Create “real-world” projects using raster and vector graphics
- Research application of skills to “real world” projects

Prerequisites for TCOM 6040

TCOM 6030-Successful completion of Foundations of Graphic Communication is prerequisite for TCOM 6040.

Textbooks:

Required:

Adobe Photoshop CS3 Classroom in a book

Authors: Adobe Creative Team
© 2007; Peachpit/Adobe Press
ISBN 10-0321492021 ISBN 13-13-978-0321492029

Recommended:

Adobe Photoshop CS3 Studio Techniques

Author: Benn Willmore
© 2007; Peachpit/Adobe Press
ISBN 10-0321510461 ISBN 13-978-0321510464

Purchase your textbook(s) BEFORE our online class begins. Your first week will include assignments in *Classroom in a book*. Buying online is generally cheaper than at the bookstore.

Software and hardware:

Required:

Adobe Photoshop CS3 (included in Adobe Creative Suite CS3)

If you don't own or can't purchase this software, then you MUST have complete access to it. The software is available in the Mac (Graphics) Lab (J212) for your use. If you choose not to purchase the software and opt to use the Graphics Lab, then it's your sole responsibility to request a security pass card to provide entrance to the lab when it's not open. Call Donna McPherson, department Administrative Assistant (678-915-7202) or e-mail her (dmcphers@spsu.edu) to request a card. Do this BEFORE class begins.

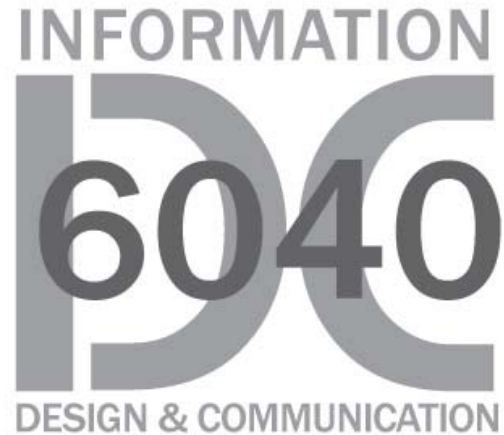
If you'd like to purchase this software, you may do so at a *greatly reduced* educational price. The software is available through MSD, the company that provides educational prices to the University System of Georgia. This is a new program only available to students and faculty at the University of Georgia and Southern Polytechnic State University. Go to <http://emsd.uga.edu>. To log in, use your SPSU user name and password.

Adobe Acrobat or PDF 995 for creating PDF files

This is not the same as Adobe Acrobat Reader, which allows you to read PDF files. This software allows you to create PDFs. You may already have this software on your computer. If you have Adobe CS3, then you have Adobe Acrobat 8. If you have Photoshop CS3, then you have the capability of creating PDF files from Photoshop. However, you may need to create PDFs from MS Word. I recommend downloading the FREE software, PDF995, from www.PDF995.com.

Scanner

If you don't own a scanner, you can use the scanners in the Graphics Lab. See 2. Software (above) for arranging for a security pass card for the lab.



Syllabus Fall 2008

Dr. Betty Oliver

Office: J324; 11-3:00 pm or by app't

boliver2@spsu.edu

678-915-4994

Class schedule & Vista:

“Class” will begin on Wednesday, Aug. 20th. Course material for the week will be posted in Vista by 6:00 pm that day. You’ll be expected to “log in” at your convenience within the next 24 hours (from 6:00 pm Aug. 20th to 6:00 pm Aug. 21st) to get your assignment and read the course syllabus. This “first day of class” will mark the beginning of the first “week” of instruction. Course material for the week will be posted in Vista by 6:00 pm that day, and new material will be posted at 6:00 pm on each successive Wednesday. The assignments and due dates are carefully arranged to help you avoid getting behind; these due dates will be strictly enforced. Although there are no required synchronous meetings online, students should log in to the course as promptly as possible each week and then again several times during the week to check for new announcements and additional assignments. If you have problems logging into Vista, you’ll need to contact Vista support (Brichaya Shah, bshah@spsu.edu)

Mac (Graphics) lab (J212, Atrium Building)

The new Mac Lab in the Atrium Building (J212) has everything you need to take this course, but if you choose to work at home, you may need to buy additional software and hardware. The Center for Instructional Technology lab across the hall from J212 is equipped with most of the software and hardware necessary to complete the course. The Workshop Lab, H-242, may be useful for some of the assignments.

ACCESS KEYS TO LAB: If you need access to the Graphics Lab (and Atrium Building) when it’s not open, you can apply for a security passkey to use during the semester; please notify Administrator Assistant Donna McPherson in the ETCMA office immediately if you want a passkey (678-915-7202 or dmcphers@spsu.edu).

Contacts to solve problems:

How to log in to Vista? http://www.spsu.edu/webct/vista_login_instructions.html

Can’t access your Vista account? E-mail Brichaya Shah (bshah@spsu.edu)

Need to speak with instructor? Call me (Dr. Oliver) at 687-915-4994 or e-mail me (boliver2@spsu.edu);

Don’t use Vista to e-mail me; I don’t read Vista e-mail. You may use Vista e-mail among among classmates if you choose.

Need to arrange an appointment? Call me or e-mail me, and leave your contact information; I’ll get back to you

Emergency? If you can’t reach me via phone or e-mail, call Donna in ETCMA office (678-915-7202); She can always reach me.

Need to arrange a security card pass? Call Donna (678-915-7202) or e-mail her (dmcphers@spsu.edu)

Files—backing up, sending, etc.

It’s your responsibility to back up your files to your flash (thumb) drive, CD-RW, or external hard drive in addition to storage on your personal computer. Files uploaded to Vista will be in PDF format, unless otherwise specified. If you are requested to mail files to instructor, these files must be on CD-R or CD-RW disks; no floppy disks are allowed.

Grades

Your semester grade will be based totally on the successful completion of any assignments, quizzes, and assigned projects:

Participation, quizzes, exercises	20%
Assignments	80%
TOTAL	100%

Disabilities

"A student at Southern Polytechnic State University who has a disabling condition and needs academic accommodations has a responsibility to voluntarily identify him/herself as having a disability by scheduling an appointment with the Disability Services Coordinator as soon as possible." (*SPSU Undergraduate Catalog*)

Cheating

"A faculty member reserves the right to remove any student from his or her course if the student's behavior is of a disruptive nature or if there is evidence of academic dishonesty." (*SPSU Undergraduate Catalog*)

Miscellaneous issues

Telephone and e-mail will be our main forms of communication. Face-to-face conversations or synchronous telephone conversations are preferred. E-mails from you explaining late assignments do not constitute excuses. These matters must be handled either face-to-face or in a synchronous phone conversation prior to the event. **Please use my SPSU account to email me; that's boliver2@spsu.edu. I WILL NOT be checking my email in Vista.** Use of cell phones in the lab is not allowed.

NOTICE:

This syllabus may be changed at any time at the discretion of the instructor. You will be notified of any changes.

ETCMA Department Student Responsibility Policy

While we recognize that a number of students work and have other commitments, we also assume that students accept certain responsibilities. These are based on students' responsibilities to their classmates and their instructor in support of a learning environment. Students' responsibilities in support of a learning environment include attendance, promptness, and communication.

Attendance: Students have a responsibility to attend class regularly and to abide by the specific attendance policy set by individual instructors. Regular attendance is part of the academic learning process. A lack of attention to regular attendance deprives students of interaction and exchange of ideas and knowledge. As many classes involve teamwork, students have an increased responsibility to attend regularly in support of team learning.

Promptness: Students have a responsibility to be prompt in arriving to class when scheduled. Arrangements must be made to arrive on time, which means accounting for normal traffic delays and the appropriate commuter time, as well as making arrangements with employers to leave work so as to arrive on time to class. The instructor may define "lateness" and set consequences for being late. In the case of emergencies, students should inform their instructor at the earliest possible opportunity.

Communication: Communication is a two-way medium. Students have a responsibility to communicate effectively, using the most appropriate medium, with their instructor and their classmates (as needed for team projects). Email should not be used as a substitute for face-to-face conversations in classes that are delivered on campus. Email is an acceptable form of communication for routine matters or simple questions, but it should not take the place of a dialogue or exchange. Email or voice mail, when used for notification to an instructor of tardiness, absence, or delay on assignments, should not be regarded as approval by the instructor to be late, absent, or delayed on assignments. Credit for such missed or delayed work may not be given unless the instructor has approved a change in due date.

Students should expect responses to email or voice messages left for instructors during normal business hours, Monday through Friday. Faculty may not be able to respond after hours or during the weekend.