

class days & time: _____

Description: An introduction to the Macintosh computer system and the various software and hardware that are utilized in the field of Art.

Purpose: This **foundational course** will prepare you for the more advanced courses where prerequisite technical knowledge will be essential. This course is designed to introduce students to the tools, both hardware and software, that are used by professional artists and graphic designers. You will receive hands-on experience and training in the usage of image editing programs, vector drawing programs, and page layout software. You will also learn how to operate scanners, digital cameras and related hardware.

Expected course outcomes: to develop a working knowledge of the computer applications in the Adobe Creative Suite (Photoshop, Illustrator, Image Ready, Acrobat, Indesign, DreamWeaver). To develop confidence and innovative design thinking, leading to effective visual communication through the proper and effective use of technology. To learn by the analysis of problems and possible solutions using various computer programs and hardware tools. You will be expected to achieve the following objectives:

- 1. Identify and understand the basic operations and usage of specific hardware and software.**
- 2. Be able to understand the conceptual underpinnings of software and hardware; in other words, understand why a computer program or piece of equipment does what it does.**
- 3. Develop the ability to apply technological knowledge to art and design projects in order to effectively enhance and improve visual communication.**

Policies:

- > All coursework must be created by you **within the time-frame of the class**
- > You **may not** reuse work previously turned in to another class
- > Work containing nudity, profanity, stereotypical/degrading images of a racial or sexual nature **will not be accepted for grading.**
- > Profanity in the classroom **will not** be tolerated.
- > Electronic devices **must be turned off** during class time. (i.e. cell phones, music devices, etc.)

Instructional procedures: the main instructional strategy is the introduction of exercises assignments and quizzes that will require you to develop skill in operating the hardware and software used by professional graphic designers.

Student performance activities: regular attendance for the full class period is expected. Absences on key dates such as critiques, presentations or assignment hand-in days will severely affect your grade. Three or more unexcused absences will be considered excessive. Four absences will lower your overall grade one letter. Five absences will lower your grade two letters, and six or more absences will be considered a failing grade.

New assignments, presentations or demonstrations **will not be repeated**. There will be no make-ups for missed critique presentations or quizzes. Tardies are distracting, also, some critiques are given at the first of the class period, so make every effort to be in class on time.

Assignment due dates: a due date will be given for each assignment. Any work turned in after the designated date and time will be considered late. Late assignments lose the equivalent of one letter grade.

BlackBoard: Course assignments, documents, notes and materials will be posted on Blackboard. Students should check Blackboard weekly, download relevant materials, print documents and bring them to class. Students are also required to keep their Blackboard contact information updated as class communication will occur through blackboard.

Student evaluation: you will be given grading criteria for each assignment as they will vary according to concept and content. Each assignment or quiz will be graded on a 100-point scale as follows:

100-90=A

89-80=B

79-70=C

69-60=D

below 60=F

All grades will be averaged to arrive at your final grade.

You must attend the entire course and submit, in proper form, examples of all the course assignments to be credited with the course. If you have inexcusably stopped attending or have not turned in all the assignments required at the grading periods prior to the drop date, you are failing the course.

If you are concerned about your standing in the class or any matter relevant to your work or program, you may visit with me in my office which is located in the ***Fine Arts Annex, Room 204***.

Office/Lab Hours: are posted on my door. If I am not in my office check the computer lab in room 202.

Final exam: see the NSU Academic Calendar for date and time.

Compliance: by enrolling in this class, you agree to comply with the policies and procedures outlined above.

ADA Compliance: If any member of the class feels that he/she has a disability and needs special accommodations, please advise the instructor of such disability at the first class attended.