



Your University of Choice

COURSE SYLLABUS

Term: Fall, 2018

Course: ARTS 343P Digital Illustration

Instructor Information:

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| Instructor Name | Tom Brierton |
| Office Number: | NA |
| Phone Number: | 219/501-2900 Texting |
| Email: | tbrierton@ccsj.edu |
| Hours Available: | By Appointment |
| Instructor Background: | |

Course Information:

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| Course Time: | Tuesdays, 7pm - 10pm |
| Classroom: | Room 419 |
| Prerequisites: | |
| Required Books and Materials: | None |
| Learning Outcomes/ Competencies: <ul style="list-style-type: none">• Identify and execute drawing techniques on the computer.• Identify and execute traditional drawing techniques.• Use a variety of software for illustration/drawing creation.• Use a scanner to incorporate traditional drawings and other suitable art for use in illustration software and/or page layout.• Identify, define and operate various peripheral devices including but not limited to: backup devices, scanner, monitor, hard drive, removable hard drives, floppy drives, printer and color printer.• Identify terms and styles associated with traditional and digital drawing and illustration.• Identify and incorporate various digital file formats into page layout.• Explore type usage and type manipulation techniques to create special effects used in page layout.• Identify color issues and incorporate color into illustrations and drawings.• Evaluate digital art reproduction issues including but not limited to: trapping, troubleshooting, backup, standard color models, equipment calibration, process color, spot color, legal and ethical issues. | |

Course Description:

Students will use a variety of illustration and graphic design software for illustration, technical drawing, composition and implementation of created art into page layout. Students will also incorporate traditional drawing skills and scanning methods into their digital illustration and drawings. Composition, digital color specification and current graphic design trends will be emphasized.

Assessments:

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| Major Assignments: | | |
| Class Participation | Students must attend each class in order to do the in-class assignments. If a student misses a class, he/she is responsible to complete any missed in-class assignment outside of class time. | |

I reserve the right to change this schedule to meet the needs of the class.

Responsibilities

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| Attending Class | Required: You cannot succeed in this class if you do not attend. We believe that intellectual growth and success in higher education occur through interaction in the classroom and laboratories. However, we do not want to penalize students for participating in college-sponsored events. When you miss class because of a college event, you must give notice of your absence in advance, and you are responsible for all missed work. Being absent doesn't excuse you from doing class work; you have more responsibilities to keep up and meet the objectives of this course. |
| Turning In Your Work | You cannot succeed in this class if you do not turn in all your work on the day it is due. |
| Using Electronic Devices | SPECIFY YOUR CLASS OR PROGRAM POLICY. One example: Electronic devices can only be used in class for course-related purposes. If you text or access the Internet for other purposes, you may be asked to leave, in which case you will be marked absent. |
| Participating in Class | SPECIFY YOUR CLASS OR PROGRAM POLICY. One example: You must be on time, stay for the whole class and speak up in a way that shows you have done the assigned reading. If you are not prepared for class discussion, you may be asked to leave, in which case you will be marked absent. |

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| Doing Your Own Work | <p>REQUIRED: If you turn in work that is not your own, you are subject to judicial review, and these procedures can be found in the College Catalog and the Student Planner. The maximum penalty for any form of academic dishonesty is dismissal from the College.</p> <p>Using standard citation guidelines, such as MLA or APA format, to document sources avoids plagiarism. The Library has reference copies of each of these manuals, and there are brief checklists in your Student Handbook and Planner.</p> <p>PLEASE NOTE: All papers may be electronically checked for plagiarism.</p> |
| Withdrawing from Class | <p>Required: After the last day established for class changes has passed (see the College calendar), you may withdraw from a course by following the policy outlined in the CCSJ Course Catalog.</p> |

| Resources | |
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| Student Success Center: | <p>Required: The Student Success Center provides faculty tutors at all levels to help you master specific subjects and develop effective learning skills. It is open to all students at no charge. You can contact the Student Success Center at 219 473-4287 or stop by the Library.</p> |
| Disability Services: | <p>Required: Disability Services strives to meet the needs of all students by providing academic services in accordance with Americans with Disabilities Act (ADA) guidelines. If you believe that you need a “reasonable accommodation” because of a disability, contact the Disability Services Coordinator at 219-473-4349.</p> |
| CCSJ Alerts: | <p>Required: Calumet College of St. Joseph’s emergency communications system will tell you about emergencies, weather-related closings, or other incidents via text, email, or voice messages. Please signup for this important service annually on the College’s website at: http://www.ccsj.edu/alerts/index.html.</p> <p>In addition, you can check other media for important information, such as school closings:</p> <p>Internet: http://www.ccsj.edu Radio: WAKE – 1500 AM, WGN – 720 AM, WIJE – 105.5 FM, WLS – 890 AM, WZVN – 107.1 FM, WBBM NEWS RADIO 78 TV Channels: 2, 5, 7, 9, 32</p> |

Emergency Procedures

MEDICAL EMERGENCY

EMERGENCY ACTION

1. Call 911 and report incident.
2. Do not move the patient unless safety dictates.

3. Have someone direct emergency personnel to patient.
4. If trained: Use pressure to stop bleeding.
5. Provide basic life support as needed.

FIRE

EMERGENCY ACTION

1. Pull alarm (located by EXIT doors).
2. Leave the building.
3. Call 911 from a safe distance, and give the following information:
 - Location of the fire within the building.
 - A description of the fire and how it started (if known)

BUILDING EVACUATION

1. All building evacuations will occur when an alarm sounds and/or upon notification by security/safety personnel. **DO NOT ACTIVATE ALARM IN THE EVENT OF A BOMB THREAT.**
2. If necessary or if directed to do so by a designated emergency official, activate the building alarm.
3. When the building evacuation alarm is activated during an emergency, leave by the nearest marked exit and alert others to do the same.
4. Assist the disabled in exiting the building! Remember that the elevators are reserved for persons who are disabled. **DO NOT USE THE ELEVATORS IN CASE OF FIRE. DO NOT PANIC.**
5. Once outside, proceed to a clear area that is at least 500 feet away from the building. Keep streets, fire lanes, hydrant areas and walkways clear for emergency vehicles and personnel. The assembly point is the sidewalk in front of the college on New York Avenue.
6. **DO NOT RETURN** to the evacuated building unless told to do so by College official or emergency responders.

IF YOU HAVE A DISABILITY AND ARE UNABLE TO EVACUATE:

Stay calm, and take steps to protect yourself. If there is a working telephone, call 911 and tell the emergency dispatcher where you are **or** where you will be moving. If you must move,

1. Move to an exterior enclosed stairwell.
2. Request persons exiting by way of the stairway to notify the Fire Department of your location.
3. As soon as practical, move onto the stairway and await emergency personnel.
4. Prepare for emergencies by learning the locations of exit corridors and enclosed stairwells. Inform professors, and/or classmates of best methods of assistance during an emergency.

HAZARDOUS MATERIAL SPILL/RELEASE

EMERGENCY ACTION

1. Call 911 and report incident.
2. Secure the area.
3. Assist the injured.
4. Evacuate if necessary.

TORNADO

EMERGENCY ACTION

1. Avoid automobiles and open areas.

2. Move to a basement or corridor.
3. Stay away from windows.
4. Do not call 911 unless you require emergency assistance.

SHELTER IN PLACE

EMERGENCY ACTION

1. Stay inside a building.
2. Seek inside shelter if outside.
3. Seal off openings to your room if possible.
4. Remain in place until you are told that it is safe to leave.

BOMB THREATS

EMERGENCY ACTION

1. Call 911 and report incident.
2. If a suspicious object is observed (e.g. a bag or package left unattended):
 - Don't touch it!
 - Evacuate the area.

TERRORISM AND ACTIVE SHOOTER SITUATIONS

EMERGENCY ACTION

1. Call 911 and report intruder.

RUN, HIDE OR FIGHT TIPS:

1. **Prepare** – frequent training drills to prepare the most effectively.
2. **Run and take others with you** – learn to stay in groups if possible.
3. **Leave the cellphone.**
4. **Can't run? Hide** – lock the door and lock or block the door to prevent the shooter from coming inside the room.
5. **Silence your cellphone** -- use landline phone line.
6. **Why the landline?** It allows emergency responders to know your physical location.
7. **Fight** – learn to “fight for your life” by utilizing everything you can use as a weapon.
8. **Forget about getting shot – fight!** You want to buy time to distract the shooter to allow time for emergency responders to arrive.
9. **Aim high** – attack the shooter in the upper half of the body: the face, hands, shoulder, neck.
10. **Fight as a group** – the more people come together, the better the chance to take down the shooter.
11. **Whatever you do, do something** – “react immediately” is the better option to reduce traumatic incidents.

Supplies

You will need a flash drive for class assignments.

It is recommended to have access to Adobe InDesign software. It is on the computers in Room 186

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| Course Schedule: | | |
| Class Date | Assignments | Class Discussion/Activities |

Portfolio (20 points)

Students will be required to share a portfolio with the class during the final class period (May 21st). This will consist of a binder including at least 5 pieces designed over the 16 week course. A clean typed sheet of paper should accompany each piece of work, describing how the work was created (software steps, design considerations, color choices, etc.). Grade will be based on quality of work, presentation, and level of difficulty of work.

Critique Sessions (10 points each)

There will be two critique sessions during the semester, at mid-term and at finals week. Attendance and participation during these sessions is important. They will also help you to prepare your portfolios.

Class Procedures/Requirements

Tardiness and leaving class early are discouraged. If you need to make special arrangements in this regard, please speak to your instructor. These instances may effect your attendance grade.

Syllabus Schedule:

Week 1, Aug. 28— Discussion of course and syllabus

Week 2, Sept. 4 — Discussion on your final semester project. Drop off scanned images, Word documents, etc. (10 points).

Week 3, Sept. 11 — Digital Image painting (10 points).

Week 4, Sept. 18 —Finish Digital Image painting (10 points).

Week 5, Sept. 25— Begin digital portrait illustration

Week 6, Oct. 2 — Finish digital portrait. Begin architectural illustration of a futuristic building.

Week 7, Oct. 9 — Mid-Term Presentations. Finish architectural illustration

Week 8, Oct. 16 — Logo Design for your company (10 points).

Week 9, Oct. 23 — Finish Logo Design assignment

Week 10, Oct. 30 — Incorporate your Logo Design into a Master web page design (20 points).

Week 11, Nov. 6 — Finish Master Web Page design

Week 12, Nov. 13 — Begin digital illustration for a musical instrument (20 points).

Week 13, **Nov. 19 through Nov. 24, Fall Break No Classes**

Week 14, Nov. 27 — Finish digital illustration for a musical instrument.

Week 15, Dec. 4— Begin assembly of final portfolio.

Week 16, Dec. 11 — Finals Week – Portfolio Presentations (20 points)

Note: Schedule and syllabus are subject to change. Items may be added, deleted, or modified throughout the semester. If this happens, I will let you know via your campus e-mail and/or Blackboard announcements. Make sure you regularly check your campus e-mail and Blackboard announcements. By “regularly”, I mean at least once a day.

GRADING:

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| CLASS ASSIGNMENTS | 15% |
| TWO PORTFOLIO PROJECTS | 45% |
| FINAL PROJECT | 40% |

Grading Scale (College Credit classes)

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|---------------|----|----------|----|
| 93-100% | A | 77-79.9% | C+ |
| 90-92.9% | A- | 73-76.9% | C |
| 87-89.9% | B+ | 70-72.9% | C- |
| 83-86.9% | B | 67-69.9% | D+ |
| 80-82.9% | B- | 63-66.9% | D |
| Below 63.0% F | | | |