



1. COURSE INFORMATION

Course pre-requisite:

ART 243 Graphic Design I
or concurrent enrollment (3 credit hours)

Class Hours: 10:30am – 12:20pm (Mon/Wed/Fri)

Classroom: AD 210

Class GroupMe:



"Computer Assisted S2024" on GroupMe.

Use this link to join: https://groupme.com/join_group/98678042/F0yXnP8N

2. INSTRUCTOR INFORMATION

Chaiwat Thumsujarit

Professor of Graphic Design

Office: AD 213

Office Hours: by appointment

Email: chaiwat0312@gmail.com

Office Phone #: 785.628.5918

Other Contact Info: 785.628.4247 (Art & Design office)

Maria Neale

Graduate Teaching Assistant

Office: AD 201

Office Hours: by appointment

Email: meneale@mail.fhsu.edu

Senior Administrative Assistant for the Department of Art & Design: Lauren Sargent

Office: AD 119

Office Hours: Mon–Fri, 8:00am–4:30pm

Email: ltsargent@fhsu.edu

Office Phone #: 785.628.4247

3. TEXTBOOK & COURSE MATERIALS

No textbooks required for this course.

Required Supplies: any solid state drive* or flashdrive with a capacity of at least 32GB of storage

*I suggest the SanDisk 1TB Extreme Portable External SSD (SDSSDE61-1T00-AW25) — it has enough storage to most likely last through the program and beyond, and can often be found under \$100

Technology Requirement

All students enrolled at Fort Hays State University are expected to have a computer for use in a variety of university learning experiences. On-campus students are expected to have a laptop to ensure mobility. TigerTech only provides assistance with accessing and using FHSU-hosted systems and University-owned equipment. FHSU does not sell computers and does not provide computer repair for student devices.

The majority of courses in the Graphic Design and Motion Design programs require some horsepower when it comes to hardware and software. **The computers in computer labs 202+210 are sufficiently updated and should be utilized as much as possible for student projects.** In the event of hybrid instruction, students may also work from home on a personal computer or laptop.

Hardware: To meet basic security, networking, and upgrade requirements, your computer should be running Mac OS X (or newer). Ideally, your computer's warranty should be supported by the manufacturer throughout your college career. Chromebooks and iPads are not recommended for use as your primary device due to limited functionality. Ask your instructor or academic department to learn about any specific technology requirements that may apply for each course in which you are enrolled.

Software: Enrolled students at FHSU can take advantage of a variety of options to get FREE and/or discounted software for use on personal devices at www.fhsu.edu/tigertech/software/.

If you have any technical issues, contact FHSU TigerTech (785.628.3478), notify to the instructor. The type of design we do in this program requires some horsepower when it comes to hardware and software. The computers in either of our design department laboratories are sufficiently updated and should be utilized as much as possible for student projects.

4. COURSE DESCRIPTION & LEARNING OUTCOMES

An introduction to graphic design software and basic operating systems of Macintosh computers. Adobe software programs will be implemented as well as the use of print and photography in design. Students should work outside of class to complete each project, execute projects from initial concepts and sketches to the final product, present finished projects to the class for critique in a professional manner and provide feedback to other students on their work.

After completing this course, students will be able to:

- Learn more advanced operations of the Macintosh computer
- Learn essential functions of the Adobe Creative Suite programs
- Integrate knowledge of software programs to other graphic applications such as: package design, 2D design, 3D design, interactive design, and motion design

5. COURSE EXPECTATIONS

To be successful in this course, students will be expected to:

- Deliver projects with a cohesive idea or design concept
- Meet the requirements of the given assignment
- Appropriately justify design concepts in their own work
- Compare and contrast personal ideas with the work of others
- Apply critical thinking and judgment in order to solve problems
- Manage time, plan for projects, and be present for class activities.

6. TEACHING METHODS & STRUCTURE

Classes will be fully on campus (unless otherwise stated). Zoom will be implemented if we have to switch to a hybrid or online learning platform due to a rise in COVID cases. Below is a breakdown of each platform we will use for some or all of the semester.

Blackboard: This tool is a university standard and will serve as the central hub for this class. Here you will find announcements, project information, grades, links to instructional content, and more.

Google Drive: Each student will have their own folder within the Computer Assisted GD Fall 2023 Google Drive folder. Students will be responsible for putting their specific projects into their folders to be graded.

Other: Overall, communication is critical to a successful online experience. A secure discussion board or group text environment will keep us connected and provide a relaxed forum for questions and problem-solving.

The instruction in this course centers around advancing design skills through advanced techniques. The lessons will rotate between lectures on design and method to workshop-based software instruction. The following is a breakdown of how the course is structured.

- The structure of the course revolves around (6) core projects.
- Projects will be assigned in person tentatively following the schedule.
- Once complete, students will present their projects during class for feedback from their peers and professors.
- Students will schedule individual critiques for project due dates if a schedule conflict arises and they cannot attend class on the due date. You **MUST** speak with your instructor before the due date in order to receive extended time.
- Scheduled class sessions consist of lectures and software demonstrations.
- Additional curriculum includes hands-on equipment demonstrations, workshops, and guest speakers when available.
- Adobe Photoshop, Illustrator, and XD are the primary software programs taught.

7. STUDENT RESOURCES

Students have access to academic services, technical support and student services at Fort Hays State University. You can find the resources online at FHSU Blackboard Student Tutorials. For more information, you can contact TigerTech at 785.628.3478 or FHSU TigerTech.

8. ASSESSMENT METHODS & GRADING CRITERIA

Each project has a tentative four-week timeline. The first few class sessions are to discuss concepts and ideas, while the middle is reserved for class lectures on techniques and processes with time for experimentation, and the end is for critiquing the completed projects.

Student projects will be graded on a letter scale based on design, layout, concept, and execution. Each project will be assigned a letter grade upon completion. Grades will be updated regularly in Blackboard.

- A (90% and above)
- B (80%–89%)
- C (70%–79%)
- D (60%–69%)
- U (below 60%)

9. COURSE POLICIES

Class Attendance

Students are expected to attend all class meetings. Since new techniques are being demonstrated and lectures and/or critiques given each day, it is imperative to be present. Missing classes can cause the student to fall behind the rest of the class as well as miss the opportunity for in progress critiques. Since the deadlines are short, it is imperative that students use their time wisely in and outside of class. Once in class, please do not leave early unless you have cleared it with the instructor prior to the beginning of class. Three unexcused absences will result in the loss of a letter grade at semester. Five unexcused absences will result in the final grade of a "U." Please be on time to class. Being tardy to class twice will result in one absence, and so on. Excused absences are illness and official University travel. If you are going to be absent, please email your professor or leave a message with the Art & Design Department office (785.628.4247).

Demonstration/Lectures

It is important for students to take notes during all demonstrations of new techniques and presentations of new projects so the information is clear, understood, and available to refer back to.

Class Participation

Each student is expected to engage and provide feedback from their peers whether we are discussing ideas or during a formal critique. In order to do this, we must stay off our devices unless for research purposes.

Assignment Due Date

Assignments turned in late will be accepted up to two class periods late. After that, it is an automatic "U" (unless other arrangements have been made). For every day a project is not turned in, one letter grade will be deducted.

Procedures for Assignment Submission

Students will turn in projects on the date of critique for feedback from their peers and professors. If you are tardy or do not attend class on critique day without prior discussing your absence with your professor, you will not be allowed to present your project.

Collaboration Procedures

Group projects require a lot of work outside of class and each individual's performance in the group will be assessed by their group mates and professors.

Statement Regarding Wearing Face Coverings

For your safety and the safety of others, the use of a mask or other form of face-coverings is currently at the discretion of each student unless otherwise notified due to guidance of the CDC and FHSU.

Facility Hours & Policies

The Schmidt Foundation Center for Art and Design Hall will be open from 7:00 AM–9:00 PM, Monday through Friday. Students will need to obtain a “Night and Weekend Pass” from the main office in order to be in the building after hours, weekends, and on holiday breaks when the building is locked. Each student major will have access to enter the building with their Tiger ID card and must keep their pass with them while in the building as the campus police will be patrolling the premises each night and will ask to see the student’s pass and Tiger ID. Anyone who does not have their Night and Weekend Pass and ID with them will be asked to leave by campus police (if it is after regular hours or on a holiday break). The student may come back if they have those two items with them.

Other Course Policies

Academic integrity is essential. Students are expected to steal inspiration, but if you directly copy existing work, severe penalties will be enforced.

10. UNIVERSITY POLICIES

Academic Honesty

Attendance

Withdrawal

Student Accessibility Services

Kelly Center Support Services

Career Services

Technology Services

Smarthinking

Title IX Policy

FHSU is committed to fostering a safe and productive learning environment. Title IX makes it clear that violence and harassment based on sex, gender, and gender identity are Civil rights offenses subject to the same kinds of accountability and the same kinds of support applied to offenses against other protected categories such as race, national origin, etc. This includes all types of gender and relationship violence, sexual harassment, sexual misconduct, domestic and dating violence, and stalking. If you wish to report an incident or have questions about school policies and procedures regarding Title IX issues, please contact Amy Schaffer, University Compliance Officer and the FHSU Title IX Coordinator, at alschaffer@fhsu.edu or 785.628.4175. The Compliance Officer can help connect you to campus and outside resources, discuss all of your reporting options, and assist with any concerns you may have.

COURSE SCHEDULE

Each project has a tentative two-week timeline. The first few class sessions are to discuss concepts and ideas, while the middle is reserved for class lectures on techniques and processes with time for experimentation, and the end is for critiquing the completed projects.

Students will be notified of the changes through announcements either in the class or at the Blackboard course site.