ART 245: Computer-Assisted Graphic Design I

Fort Hays State University
Department of Art and Design
Chaiwat Thumsujarit, Professor of Graphic Design

1. COURSE INFORMATION

- ART 245: Computer-Assisted Graphic Design I (3 credit hours)
- Fall 2020
- Course Prerequisite: ART 243: Graphic Design I
- Classroom: AD 210
- Class Hours: 3:30 pm–6:20 pm (Tue/Thu)
- Class Fee: $0

2. INSTRUCTOR INFORMATION

2.1. Instructor Contact Information
- Chaiwat Thumsujarit
- Professor, Graphic Design
- Office: AD 213
- Office Hours: will be done via Zoom by appointment
- Email Address: chaiwat0312@gmail.com
- Office Phone Number: 785-628-5918
- Other contact information: 785-628-4247 (Art and Design Department office)

2.2. Contact Procedure and Policy: Please email to set up an appointment

2.3. Graduate Teaching Assistants: Chelsey Augustine & Tessa Kriss
- Office Location: AD 201
- Office Hours (Face-to-face or virtual): by appointment only
- Email Address: craugustine2@mail.fhsu.edu, tjkriss3@mail.fhsu.edu
- Phone Number: Ask Chelsey and Tessa

2.4. Senior Administrative Assistant for the Department of Art and Design: Lauren Sargent
- Office Location: AD 119
- Office Hours: Monday–Friday, 8:00 am–4:30 pm
- Email: ltsargent@fhsu.edu 785.628.4247

3. TEXTBOOK AND COURSE MATERIALS

3.1. Required Textbook(s): No textbooks required for this course

3.2. **Technology Requirement:**

- 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.

- **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 require 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. With the transition to online instruction, students may also work from home on a personal computer. FHSU is making arrangements to provide software for personal use; please discuss installation and licensing details with your instructor.

4. COURSE DESCRIPTION

4.1. **Instructor Course Description:** In this course we will explore using the computer as a tool.

4.2. **Recommendations for Success:** 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.

5. COURSE LEARNING OUTCOMES

5.1. **Course Learning Outcomes:** *After completing this course, students will be able to:*
- Understand the concept of the computer as a tool
- Understand essential functions of Adobe Software: Illustrator, Photoshop, and XD
- Apply the knowledge of these software to other graphic applications such as: package design, 2D design, 3D design, interactive design, and motion graphics

5.2. **Prerequisites:** ART 243 Graphic Design I

5.3. **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, LEARNING METHODS, & COURSE STRUCTURE

6.1. **Delivery Method:** For the fall 2020 semester, Computer Assisted Graphic Design is a Hybrid Course (HC). This designation allows for instruction to take place both on-campus and online. Based on course content and a desire to focus on student safety, most of the class will utilize online delivery methods. Unfortunately, a single solution for all our instructional needs does not exist and leveraging the best tool for each job results in several applications. Below is a breakdown of technologies and how we will approach teaching with each:

- **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.

- **Zoom:** Zoom video conferencing technology is the primary tool used to deliver live lectures and demonstrations for this class. Zoom provides screen sharing, whiteboard space, break-out rooms, and other features necessary for collaboration. The recorded sessions will be made available for later viewing and reference on VidGrid (found in BlackBoard).

- **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.

6.2. **Instructional Approach and Course Structure:** The instruction in this course centers around advancing animation and 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 (4) core projects and (1) final assignment.
- 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 delivered via Zoom or in-person.
- Recorded class sessions will post to the Google drive for study and reference.
- Additional curriculum includes hands-on equipment demonstrations, workshops, and guest speakers.
- Maxon Cinema 4D, Adobe Photoshop, and Illustrator are the primary software programs taught in this course.

7. COURSE SCHEDULE

This schedule is tentative and might change during the semester depending on how the course evolves. The content is subject to change depending on students' interest and progress. Students will be notified of the changes through announcements either in the class or at the Blackboard course site. If time is mentioned in the course, it refers to the Central Time Zone.

Project 1: Tangram - **Due September 2**
Project 2: Paper Type (Alphabet A-Z and Numbers) - **Due September 25**
Project 3: Low Poly Album Jacket - **Due October 16**
Project 4: Love Stamp - **Due November 6**
Project 5: Spice Jar - **Due December 4**

8. ASSESSMENT METHODS AND GRADING SCALE

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.

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

9. STUDENT HELP 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

10. COURSE POLICIES

10.1. **Class Attendance:**
- Students are expected to attend all class meetings, whether in person on online through Zoom. 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 missing 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 call or email your professor, or leave a message with the Art and Design Department office (785-628-4247).

10.2. **Hybrid Class Procedure**: The only face to face classes held will be for the introduction of new projects and the remainder of classes will be held virtually through Zoom. The attendance policy previously stated also applies to virtual Zoom classes. If you do not attend a Zoom class period, you will be counted as absent. All students must participate in Zoom critiques.

10.3. **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.

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

10.5. **Grading Criteria:** Each project will be graded on concept, design/layout, and execution.

10.6. **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.

10.7. **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.

10.8. **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.

10.9. **Zoom Etiquette:** https://www.fhsu.edu/learningtechnologies/facilitating-class-remotely/zoometiquette

10.10. **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. Unless using a mobile device for research or taking notes please keep them silent and out-of-reach.

11. UNIVERSITY POLICIES

11.1. Academic Honesty
11.2. Attendance
11.3. Withdrawal
11.4. Student Accessibility Services
11.5. Kelly Center Support Services
11.6. Title IX Policy

11.7. Career Services
11.8. Technology Services
11.9. Smarthinking
11.10. **Statement Regarding Wearing of Face Coverings:**

> To protect the health and safety of the FHSU community, when present on University property, all faculty, staff, students, and visitors must wear face coverings over their mouths and noses when in common areas of a building (including hallways, elevators, public spaces, classrooms, conference rooms, library, and other common areas), and when within six (6) feet of another individual anywhere on University property. Employees and students with a recognized disability that prevents them from wearing a face covering can contact the Human Resources office (if an employee) or Student Accessibility Services at785-628-4401 (if a student) to discuss possible accommodations and the appropriate documentation process.
>
> In classrooms, faculty have the right to deny a student entry into the room if the student is not wearing a face covering. Students not wearing a face covering will be reminded to do so and offered a clean face covering, if one is available. If the student does not comply, the faculty member will ask the student to leave the space, and if available, join the class remotely. As a last resort, campus police may be called. The faculty members will complete the Coronavirus (COVID-19) Concern Reporting Form and the appropriate office will look further into the issue and take the non-compliance with the request to leave into consideration of further accountability measures.
>
> At no point should anyone put themselves into an unsafe situation while attempting to enforce the face-covering policy. FHSU campus police: 785-628-5304.

12. ADDITIONAL ITEMS NEEDED BY INDIVIDUAL INSTRUCTOR IF APPLICABLE

Facility Update: On Monday, August 3, the Schmidt Foundation Center for Art and Design Hall reopened with regular business hours of 8:00 am–4:30 pm, Monday through Friday. You will see new signage around the building, so please familiarize yourself with those. As a way of minimizing person-to-person contact, only the south and east entrances will be unlocked and approved for use. There are permanent hand sanitizing stations located at each of those entrances, and we will also provide hand sanitizer bottles in the common areas as well as all classrooms as we have done in the past. Furthermore, the east stairwell is designated for upward traffic only and the west stairwell is designated for downward traffic only with one-way traffic on each stairwell. The elevator can be used for ascending or descending, but should be limited to no more than two people to maintain appropriate social distancing. Please remember the use of a mask or other form of face-covering is required upon entrance into the building, in stairwells, hallways, classrooms, multi-person offices, the elevator, and restrooms.

*DISCLAIMER: All Zoom class periods are subject to being recorded for reference purposes. The instructor reserves the right to make modifications to this information throughout the semester.