

IOWA WESTERN COMMUNITY COLLEGE

COURSE SYLLABUS

ART 125-01

TERM: WINTERIM 2018

I. FACULTY INFORMATION:

Instructor: ROBERT WALTERS	Office: AC 205
Phone: 712.388.7158	Student Assistance Hours: Online
E-mail: rwalters@iwcc.edu	

II. COURSE INFORMATION:

ART 125	DIGITAL MEDIA	Credits (3)	Lecture (3)	Lab (0)
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COURSE DESCRIPTION:

Digital Media introduces students to the use of digital technology as a practical and creative tool within the artistic process. Students explore a variety of digital resources and how they can be used to document, create and present artwork. Content includes image capturing and manipulation, a foundational understanding of creative software programs and finalizing digital content for presentation. (3/0)

PREREQUISITES:

N/A

COURSE MEETING TIMES:

ONLINE

COURSE LOCATION:

ONLINE

REQUIRED TEXTBOOKS: No Text Required

SUPPLEMENTAL MATERIALS:

Students must have a computer that they will be able to install software on.

Students will need to subscribe to the Adobe Creative Cloud Photography Package. This is a cost of approximately \$120 broken down into 12 payments of \$9.99 a month.

Students can download the free version of Office 365 Suite from their ROC Portal Page for use in their courses. Students are responsible for protecting their own computer

equipment through use of anti-virus and anti-malware tools for work within their IWCC courses; they may consider [these free options](#) (click on link). Students using computers in labs and other facilities on campus are further held to the standards of [IWCC Acceptable Use Policy](#) and the [Computer Ethics and Use Policy](#). Both are located on the ROC Student Portal Page under the *Technology* menu button FAQ area.

COURSE LEARNING OBJECTIVES AND COURSE COMPETENCIES:

(Upon completion of this course the student should be able to meet the following course learning objectives, competencies and skill requirements.

1. Develop technical skills and knowledge of digital image creation and management solutions.
2. Demonstrate an understanding of the creative and practical use of editing software designed for digital media.
3. Employ workflow solutions for output and presentation of digital content.

COURSE PRACTICES:

1. ATTENDANCE REQUIREMENTS

Students must turn in fully completed assignments by listed due dates. You may work ahead. Assignments received after the due date will be considered late and lose 1 point for each day it is late.

2. STANDARDS FOR WRITTEN WORK

Unless specific instructions indicate otherwise, all written work should be prepared on a computer and submitted to the instructor. Written assignments will be evaluated based on content, quality of work, format, completeness, grammar, spelling, and mechanical factors. These factors will be outlined in further detail during the course.

3. LATE PAPERS AND ASSIGNMENTS

Late assignments will automatically lose 1 point each day after the listed due date . Due Date are listed on our classes ROC page.

4. COMMUNICATION WITH INSTRUCTOR

Communication with instructor is encouraged via email or appointment during instructor's office hours

PARTICIPATION REQUIREMENTS FOR ONLINE COURSES:

Online courses require a clear pattern of participation for all students. The attendance standard for IWCC is that each student logs in and participates in meaningful ways, i.e. assignment completion, forum discussion, quiz completion, etc., within the course outline a minimum of one time each week. A week is measured from Monday through Sunday. If this standard is not met for any week within the course term,

GRADING:

Grading for each assignment will be based on the following scale:

A = Excellent work - completes all assignments and exceeds expectations of course learning objectives. 9-10 Points

B = Very good work - completes all assignments and meets expectations of course learning objectives. 8-9 Points

C = Average work - completes all assignments and approaches expectations of course learning objectives. 7-8 points

D = Below Average work – does not complete all assignments and/or does not meet expectations of course learning objectives. 6-7 points

F = Failing work – incomplete and/or missing assignments and/or shows no understanding of course learning objectives. BELOW 6 points

Detailed written descriptions will be provided for all assignment and projects well in advance of their due date. A detailed written description of the criteria used for assignment evaluation will also be provided.

FINAL GRADES:

Final grades are viewable on ROC the Tuesday after the end of the semester: Self-Services Menu, Students, and Academic Profile.

IMPORTANT DATES:

Please refer to the “Academic Calendar” in ROC. Specific dates are noted in the College Academic Calendar for the last day to withdraw from the course, holidays, in-service days, student development hours, last day to apply for graduation, etc.

PROBLEM RESOLUTION:

If you have a conflict with me, concerns about my teaching and/or the course material, please discuss this first with me. If we cannot resolve the difficulty, contact Jenny Kruger, Dean of Arts and Humanities at 712-325-3326 or jkruger@iwcc.edu, Office: S-1150.

NOTICE OF CLASS CANCELLATION:

Emergency closing of entire campus such as for weather – Students will be notified through the Reiver Alert system. Students must register for this service; find Reiver Alert on your ROC homepage under College Services.

Emergency cancellation of a class session such as for faculty illness – Students will be notified through an announcement to iwcc.edu email address, on the ROC course page and/or a posted note on the classroom door.

COURSE TOPICAL OUTLINE AND SCHEDULE:

(Suggested statement: Students should refer to the full course topical outline and schedule which concludes this document.)

III. INFORMATION/COLLEGE POLICY

RESET PASSWORD:

Students can reset passwords by accessing the password central page through ROC. The password central page can be found by clicking the menu tab in the upper left hand corner and opening the technology tab, then clicking on password central.

CYBER-LIBRARY:

Students can access books, magazines, journals, newspapers, films and audio books 24/7 through the Cyber-Library by clicking on the Cyber Library under Academics in ROC. Students may contact the library for assistance with research and citations. Check out the help features on the Cyber Library page in ROC. For questions about finding information at your campus or center, email cyberlibrary@iwcc.edu or call 712-325-3247 for the Council Bluffs Campus or 712-542-5117 for the Clarinda Campus. The library hours are posted on ROC.

ACADEMIC SUPPORT:

FREE tutoring and academic assistance for a variety of core, general requirement classes are available through the Tutoring Center, located on the second floor of the Student Center on the Council Bluffs campus. One-on-one assistance is available on a drop-in basis. FREE online tutoring is available through Brainfuse on ROC. To access Brainfuse, locate Online Tutoring next to My ROC Classes. For more information about tutoring services or help in your classes, email tutoring@iwcc.edu or call 712-388-6841. A full tutoring schedule by subject area is posted on ROC.

DROPPING CLASSES:

While we encourage you to do everything you can to complete your classes, it is always better to drop a class than to fail it. If it becomes necessary for you to drop a class you can drop a class online through ROC up to the last day to drop. We recommend that you always talk to your advisor and a financial aid department representative before you drop a class. For more information on dropping classes see the Advising Information Site in ROC under the Academics tab.

PERSONAL ELECTRONIC DEVICES:

To provide an environment conducive to learning, Iowa Western Community College requires that cellular phones, pagers, and other personal electronic devices be turned off or set to vibrate when entering classrooms, computer labs, library, offices, auditoriums, or arena areas. Cellular phones with picture taking capabilities are not allowed in bathrooms, locker rooms, or other areas where there is a reasonable

expectation of privacy. Faculty members do have the right to prohibit the use of any electronic device in their classroom.

HONOR CODE – ACADEMIC HONESTY:

Upon enrolling at Iowa Western Community College, each student assumes an obligation to conduct her/his academic affairs in a manner compatible with the standards of academic honesty established by the College and its faculty. If this obligation is neglected or ignored by the student, disciplinary action will be taken. Please refer to the Student Code of Conduct for the Academic Dishonesty Policy.

FERPA:

Student rights concerning access to education records are spelled out in Federal Public Law 98-380 as amended by Public Law 93-568 and in regulations published by the Department of Education. The law and regulations require educational institutions to limit the disclosure of information from the student's record to those who have the student's written consent or to officials specifically permitted within the law. Students who wish to grant access to their education (class schedule, transcript of final grades, and progress reports) or financial records (grants, loans, financial aid documents, statements and billing) may do so by submitting an Access to Student Information Consent Form to the Records and Registration Office. Access to information is only given at the Records and Registration Office or Financial Aid and Cashier Offices. For more information, including the full Access to Student Information policy, refer to the Iowa Western Community College General Catalog or contact the Records and Registration Office.

DIVERSITY STATEMENT:

Iowa Western Community College values diversity and supports learning experiences that promote intellectual growth and human enrichment.

AMERICAN WITH DISABILITIES ACT STATEMENT:

If you are an individual with a disability who requires an accommodation to fully participate in academic programs or campus activities, please email disabilityservices@iwcc.edu or call 712-325-3299. Accommodations are arranged through the Disability Services Office, on the second floor of the Student Center on the Council Bluffs campus. Please allow adequate time to implement your accommodations. Any student with mobility impairments should prepare for an emergency ahead of time by instructing faculty and/or classmates on how to assist in case of an evacuation.

EQUAL OPPORTUNITY AND NON-DISCRIMINATION

It is the policy of Iowa Western Community College to provide equal educational opportunities and not to discriminate on the basis of race, color, creed, religion, national or ethnic origin, ancestry, genetic information, physical or mental disability, age, sex, sexual orientation, gender identity or expression, pregnancy, marital status, veteran status, AIDS/HIV status, citizenship, or medical condition, as those terms are defined under applicable laws, in its educational programs,

activities, or employment practices. For more information, please visit <http://www.iwcc.edu/about/statement.asp>

IV. COURSE TOPICAL OUTLINE AND SCHEDULE

#1 FILE MANAGEMENT

Explore basics of digital files, file management and interfacing processes.

#2 BASIC IMAGE EDITING AND MANIPULATION

Students will learn the basics of photo editing techniques and software options.

#3 PHOTO COMPOSITING

Students will explore the basics of Photoshop layers and how to combine multiple images.

#4 VECTOR VS RASTER IMAGES

Students will explore creating a vector image and learn the differences between Vector and Raster images.

#5 TEXT

Students will explore type creation options.

#6 LAYOUT USING A TEMPLATE

Students will create a media file using a pre-formatted template

#7 TIME BASED DIGITAL MEDIA

Explore the basics of motion graphics and video

#8 SELF DESIGNED PROJECT

Using techniques explored in previous assignments students will create a self-designed project.

#9 PORTFOLIO PRESENTATION

Students present and online version of their final portfolio.