

COC GMD 101, Intro to Digital Media, Sect 85378

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Spring 2012 - 02/06 – 05/31/12

M & W, MENH Rm 205, 1:10 - 3:35 PM

Office Hours: M & W, Menh R 205, 1 – 1:10 PM, 3:35 – 3:50 PM

Course Description

GMD 101 introduces the concepts and practices applicable in digital media, including digital imaging, audio, video, graphic design and multimedia. Includes instruction in several software applications. Note: In order to access the multimedia lab outside of class time, students must register for GMD 097L or GMD 094L.

Student Learning Outcomes

Lecture

- Develop visual problem solving skills and apply them to the creative process

Lab

- Create visual media using a variety of software

Objectives

Lecture

- Differentiate careers in digital media arts
- Assess how visual communication influences culture
- Define and discuss related digital media terminology
- Distinguish hardware from software
- Compare and contrast different software programs
- Explain how to use the operational features of different digital media software programs
- Assess and choose the best software for creating different projects

Lab

- Demonstrate how to use the operational features of different digital media software programs

Text, Materials & Supplies

Depending on individual student needs, a 4-month subscription to Lynda.com at student discounted rate

Optional Reading: Any of the Visual QuickStart Guides by Peachpit Press

Removable memory, such as a Flash Drive or personnel external Hard Drive

Photo quality inkjet paper

Print Card, which can only be purchased in room S-102 across from the bookstore or an alternative means to photo printing

Printable DVD-Rs with cases (approx. 5)

Other expenses may vary from student to student

9" x 12 Manila envelopes (5)

Student Responsibilities/Requirements

- Class attendance is mandatory; attend all lectures and labs for the entire period
- Completion of all assignments, exercises and exams
- Critiques are part of the assignment; your attendance is required in order to successfully complete the project
- Class Participation (contributing to classroom discussions and/or in-class projects)
- In the event of an absence, it is the responsibility of the student, not the instructor, to collect any pertinent lecture notes and/or demonstration materials. Please ask classmates for materials, notes and refer to your lesson plan for missed course work -- **Exchange contact info with classmates! Today!**
- Being absent from a demonstration may limit a student's access to equipment and/or lab facilities
- Refer to Lesson Plan for details on lectures and demonstration dates
- Missing the final critique may result in a failing grade for the semester; plan accordingly!

All student work is to be collected by the end of the course. Unless otherwise arranged with the instructor, projects that are not collected by the end of the course will be destroyed.

Attendance Policies

- Email me if you will be absent from class with an explanation. You are still responsible for missed info and assignments.
- Being tardy or leaving early will negatively factor into your class participation.
- If you repeatedly miss class or miss two consecutive classes without informing me or without a valid excuse, you may be dropped from the course.
- If you have a documented disability requiring accommodations for this class, please see me.

Grading Policies

70% of your grade is determined by project-based assignments:

- Assignment #1: *More than Meets the Eye* Photos, 100 points or 10%
- Assignment #2: *More than Meets the Eye* (Expanded) Video Photos, 200 points or 20%
- Assignment #3: *More than Meets the Eye* Video, 200 points or 20%
- Assignment #4: *More than Meets the Eye* DVD Menu, 100 points or 10%
- Assignment #5: *More than Meets the Eye* DVD Disc and Case, 100 Points or 10%

30% of your grade is determined by:

- In-Class Exercises and Participation, 150 points or 15%
- Homework Tutorials, 150 points or 15%

Late work (work completed after the assigned due date) will not be accepted without documented extenuating circumstances. No make-up quizzes or exams.

All final grade challenges shall be petitioned within six months of the end of the course. All materials for grade challenge are the student's responsibility to collect and store.

Grade Scale: A – (95-100 pts) Original work, excellent resolution & fine craftsmanship
 B – (85 pts) Good work, above average in concept & presentation
 C – (75 pts) Competent, average work that fulfills the assignment
 D – (65 pts) Work needing significant improvement to meet requirements
 F – (59 or < pts) Work that is not acceptable

Academic Dishonesty: I reserve the right to fail any student who has plagiarized or in anyway turned in work that is not their own. That said; if you're having difficulties keeping up with deadlines, make an appointment to discuss possible solutions.

Classroom Policies

No sleeping, closed eyes or dozing off, please do what it takes to be alert for all lectures

No use of cell phones, including text messaging even during lab or a break

No loud conversations or talking during discussions or lab

No food or open beverages in the facilities

No inappropriate language

No inappropriate or offensive content permitted in projects

No inappropriate use of facilities especially the Internet, video games, or videos, unless specifically part of the assignment

NO cell phones, NO personal listening devices, and ONLY enrolled students allowed in class.

Students, faculty and staff have the right to a campus that is free of harassment. But as an institution with higher ideals, we expect more. We want a campus where people treat each other with respect, both physically and verbally. Let's be clear: any abusive or offensive behavior on campus is inappropriate, even if it's not bad enough to be "illegal" harassment. We prohibit on our campus all types of mistreatment and misconduct based on someone's race, color, sex, age, religion, disability, sexual orientation and so on. For example, students, faculty or staff may be disciplined or fired for inappropriate behavior, even if what they do doesn't violate the law. We have a higher standard. Let us all behave accordingly.

Disclaimer

Throughout this course students may be exposed to numerous artwork from diverse points of view. Although questionably offensive artwork is always placed in an appropriate historical and artistic context, I recognize and respect the right of individual students who choose not to be exposed to said work. If any student feels this pertains to them, please bring your concerns to the instructor's attention prior to scheduled lectures to discuss any possible solution. In any case, students are always held responsible to complete in full any assignments, projects and/or exercises.

FYI: Student Services Division web pages on student code of conduct and students' rights:

http://www.canyons.edu/offices/Student_Services/Academic_Info/ConductPolicy.asp

<http://www.canyons.edu/committees/LEAP/Team1/15tips/tipl1.asp>

Please treat the computer equipment with extreme care. If you are unsure about something, ask. Remember to back-up all work onto another disk. I will not take, "I didn't have more than one copy and my computer deleted it!" as an excuse for late work.

This syllabus and/or Lesson Plan are subject to change at instructor's discretion. I will do my best to assist you and in return, I ask that you apply yourself to the class, assignments and projects as well as attend sessions and participate in class.

For information on DSPS services, please visit: www.canyons.edu/dsp

GMD101 - Intro to Digital Media – Approximate Materials Cost

For photo paper, CD-R's and DVD-R's, it is recommended that student purchase packs together to significantly lower the cost.

Subscription to - Lynda.com – Approx. \$35.00

- **Print card**

- purchased in room S-102 across the breezeway from the bookstore General purpose
- at least 4 prints for Assignment # 1 & 1 print for Assignment #5 - **\$5.00**

- **Manila Envelopes (at least 3)**

- *quantity:* at least 2 envelopes (1 pack or less)
- Office Depot® Recycled Clasp Envelopes, 9" x 12", Brown Kraft, Pack Of 25 - Item # 330784 - **\$5.49**

- **2GB or greater Flash Drive**

- *quantity:* 1
 - (for holding class projects, large video, audio, and photograph files)
- Office Depot® C250 2GB USB 2.0 Drive - Item # 808985 - **\$9.99**

- **8.5x11 Glossy Photo Paper**

- *quantity:* at least 4 sheets, plus extras to correct any mistakes (1 pack or less)
- Epson Photo Paper Glossy 8.5 x 11 - 20 sheets - Office Depot Item # 368711 - **\$9.99**
- (students will need at least 4 sheets, plus extras for do-over's)

- **11x14 photo quality paper - (for DVD case)**

- *quantity:* at least 1 sheet, plus extras to correct any mistakes (1 pack or less)
- Epson® Photo Paper, Glossy, 11" x 17", 9.4 Mil, Pack Of 20 Sheets - Office Depot Item # 117151 - **\$22.65**
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- **Blank CD-R's**

- *quantity:* at least 2 CD-R's (plus extras for mistakes) (1 pack or less)
- Verbatim® Digital Vinyl CD-R Media With Jewel Cases, "45-RPM Record Look," 700MB/80 Minutes, Pack Of 5 - Item # 852409 - **\$4.83**
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- **Blank Inkjet Printable DVD-R's**

- *quantity:* at least 1 printable DVD-R (plus extras for mistakes) (1 pack or less)
- Memorex 20/Pack 4.7GB Printable DVD-R, Spindle - Staples Item: 616636 - **\$10.00** (this might be a sale price??)
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- **CD Jewel Case or DVD Case**

- *quantity:* at least 1 DVD Case (1 pack or less)
- Memorex® DVD Video Cases, Black, Pack Of 10 - Office Depot Item # 169432 - **\$9.99**

Estimate **TOTAL:** **\$78**

FYI: The use of the ASG sponsored Computer Lab is FREE to students who pay their **Student Support Fee** for the current semester. They offer students FREE printing (B/W & Color) and photocopying (limited daily amounts), faxing and scanning. The ASG Computer Lab is located in the Student Center room 124 (next to the Cafeteria)

http://www.canyons.edu/Offices/Student_Development/AsgLab.asp