

PARENT / STUDENT ACKNOWLEDGEMENT

Computer Graphic Design MVROP / James Logan High School 2009-10

Instructor: Elba Rios

Email: erios@nhusd.k12.ca.us

Classroom Phone #: 510-471-2520, Room 89

Parents and students: Please sign and date below to acknowledge that you have read and understand the following documents:

_____ Course syllabus

_____ Attendance and Grading Policy

_____ Classroom Norms and Etiquette

_____ Policy Contract (MVROP)

_____ Student Contract (MROP)

_____ Media Release (MVROP)

PLEASE SIGN DOCUMENTS AND RETURN (ALONG WITH THIS ACKNOWLEDGEMENT FORM) to
Ms. Rios by Friday, September 11th.

STUDENT

(Print) Last Name _____ First Name _____

(Signature) _____ Date _____

PARENT

(Print) Last Name _____ First Name _____

(Signature) _____ Date _____

Computer Graphic Design
MVROP / James Logan High School 2009-10
Instructor: Elba Rios
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Classroom Phone #: 510-471-2520, Room 89

Course Credits: 5 credits each semester -- Period --- HOUR 1
Course Hours: 5 hours/week

COURSE DESCRIPTION

In *Computer Graphic Design* students will explore digital art and graphic design. Students will have the opportunity to experience the creative process by learning the fundamentals of digital art, and by producing hands-on exercises and projects. Students will sketch, draw, and design “mock” projects using traditional drawing tools; and create vivid digital drawings and designs with vector and bitmap art tools such as Adobe Illustrator, Adobe InDesign, and Adobe Photoshop. In addition, students will write proposals, sketch and draw storyboards, and produce professional design projects. Students are required to participate in project critiques at the completion of every project.

Students will produce still life digital drawing, design posters, CD and DVD covers, book covers, magazine covers, and much more. The artists in our class practice originality and integrity. Throughout the year, students will develop a digital portfolio of **original drawings, illustrations, and animations**. Students will "**original content**" only (non-published images, illustrations, photographs, text, music, other content).

Students will gain technical and design skills, and enhance their conceptual skills, and develop workplace skills. In addition, students will build up personal responsibility, social responsibility, critical thinking skills, and communication skills.

Outcomes

- Students will produce graphic design projects from beginning to end
- Students will learn how to apply design principles and elements in their drawings and design work.
- Students will master digital drawing applications
- Students will gain employable skills
- Students will gain technical and design experience
- Students will learn career and employment strategies

Assignments

- Class exercises
- Animation projects
- Homework assignments
- Web research/writing assignments
- Quizzes, and semester finals (Quizzes - first 10 minutes of class. No make-ups!)

Students are responsible for **completing “project” and “exercise” assignments in class, during class hours. Late work, due to “Excused-absence” will be given full credit upon completion (by new due date). Late work due to “Non-Excused absences” may result in “partial credit”, or “0” credit (“F” grade), depending on how late it is turned in.**

If absent, students are responsible for finding out what they have missed. Students are responsible for asking instructor for makeup work. Students should pair-up with a peer in class to share lessons, notes, and assignment instructions missed.

Grade Breakdown

- 55% Projects
- 10% Class exercises
- 10% Homework assignments
- 10% Quizzes
- 10% Attendance, punctuality and participation
- 5% Citizenship

100% TOTAL

Materials: Friday, September 12th

- 1 sketch book (no lines) – 8 X 10, pencils, erasers --- for every day use in class
- 1 (one) 2” binder to keep in class (black or white) --- for Portfolio -- will remain in class
- 1 (one) USB drive (optional) – for digital artwork backups

Instructional Methods:

Lecture, demonstrations, hands-on exercises, projects, guest speakers, field trips, class, presentations, and project critiques

Certificates:

- **Certificate of Completion: Computer Graphics/Animation**
 - Student must receive a "B" grade, minimum
 - Student must complete “print” and “digital” portfolios
 - Student must demonstrate knowledge, skill, and application of material learned in class.
- **Certificate Award - Outstanding Attendance**
 - Must have 0-3 excused absences per semester, and “no unexcused tardies”
- **Certificate Award - Outstanding Class Performance**
 - Must earn an “A” grade
 - Demonstrates vision, uniqueness in student work
 - Must demonstrate personal/social responsibility, outstanding effort and work habits, leadership and teamwork

Rev. 9/4/09

Attendance & Grading Policy 2009-2010
Instructor: Elba Rios
Email: erios@nhusd.k12.ca.us
Classroom Phone #: **510-471-2520, Room 89**

Attendance Policy

- ***Units***

To earn full credits/units, students must attend class. **ROP offers credits based on a "variable credit" system.** Students earn 1 (one) credit for every sixteen (16) days of attendance. So, if a student is absent 16 days during a semester, he/she will lose one (1) credit, or earn four (4) credits only.

- ***Tardies***

- 1-2 tardies = warning
- 3 tardies = after school detention
- 4th tardy = in-house detention. Additional tardies = additional detentions.

According to ROP policies, three (3) tardies equal one (1) absence. For every 3 tardies, students will serve one (1) hour detention.

Grading Policy -- READ!

- **"N.O.F." (Notice of Failure)**

A N.O.F. (Notice of Failure) is issued when it is evident that a student is in danger of failing. Parents will receive a N.O.F. via the attendance scanner, followed by a telephone call or letter.

- **"I" grades (Incomplete Grade)**

"I" grades are issued on rare occasions and usually during emergencies and special circumstances only. It is the student's responsibility to complete "I" grade by the deadline stipulated in the Student Contract Form. Failure to submit incomplete work by the deadline will result in an automatic "NC" letter grade. The instructor will not be responsible for reminding the student of his/her responsibilities. To receive an "I" grade:

- Student must have demonstrated great effort in the class
- Student should have completed 80% of the class work and be in good academic standing
- Student must have good attendance, and positive work habits

Classroom Norms / Etiquette

1. **OFF AND AWAY: NO CELL PHONES, I Pods and other electronics**
 - a. 1st VIOLATION= WARNING
 - b. 2nd VIOLATION = WILL BE TAKEN AWAY and returned at end of class.
 - c. 3rd VIOLATION = WILL BE TAKEN AWAY AND SENT TO PRINCIPAL.
2. Lets keep the lab clean! So, ABSOLUTELY NO soft drinks, food and gum to our lab.
3. Instructor reserves the right to change student seats due to disruptive behavior.
4. Computers are for educational purposes only.
5. Students will use Internet for class projects only.
6. Students will use email at home or library, but **not in the classroom.**
7. Practice Social and Personal Responsibility: Respect our public space.
 - a. Students will not move, delete, or copy programs/applications.
 - b. Students will not download any files from the Internet.
 - c. Students will only open work folders with their work, and not those of other students.
 - d. Students will not change desktop settings.
 - e. Students will not engage in inappropriate use of the computer, or visit inappropriate Web sites.
 - f. Students will be mindful of their workstation and workspace. Our lab is a community space.
 - i. Report any computer problems to the instructor. Do not attempt to fix the problem yourself.
 - ii. Report any computer damages or inappropriate use by another student.
 - iii. Keep workstation and workspace clean. Before leaving the classroom, students must make sure all trash removed and that they take with them personal belongings. Push the chair in the computer work area.
 - iv. At the end of class, log-off, remain seated until the bell rings. Class ends when instructor dismisses students.