

CIS 132.150 Graphic Illustration

Instructor

Christie (Chrissy) Hughes

Contact Information

hugheschristil@jccmi.edu (for a quicker response)
p: 517-796-8517 (available during office hours below)
Office Location: William Atkinson 226-C

Office Hours

Mon: 12:00-2:00pm
Tues: 12:00-2:30pm
Thurs: 12:00-2:30pm
Fri: By Appointment Only
**Office hours subject to change*

Online Office Hours

24-48 hour response

Course Description

Learn how to create professional looking illustrations using Adobe® Illustrator®. This course introduces student to techniques used by professional designers and illustrators.

Objectives

Upon completion of this course, students should be able to:

- Create complex artwork with Adobe Illustrator Creative Cloud.
- Learn the art of drawing curves and lines with anchor points, direction lines and direction point.
- Create three-dimensional artwork by layering, and using shadows and highlights.
- Learn how Illustration is an integral part of design through building illustrative elements and materials.

Topics

Topics include: Selecting & Aligning, Creating Shapes, Transforming Objects, Drawing with the Pen Tool, Color & Painting, Type, Layers, Blending, Brushes, Effects, Symbols, etc.

Art Prerequisites

ART 101 or ART 103 or ART 152

Course Textbook, Technology & Other Requirements

This class is Textbook Zero. No textbook is required. Online Educational Resources such as Adobe Education Exchange and Adobe TV tutorials used. Instructor guided video tutorials used for weekly assignments. Access to Adobe Illustrator CC necessary.

Teaching Strategies

The teaching strategies for this course include guided online learning, video demonstration, class forum discussion, and critical feedback.

Academic Calendar Winter 2017 – Late Start **Classes Begin**

February 6th

Last Day of Classes

May 4th

(full Fall term below)

Winter 2017

Event	Dates	Notes
Registration begins for all students	November 9, 2016	Note: New students must contact Admissions at 517.796.8425 prior to registering for classes.
Semester Dates	Jan. 16 – May 7, 2017	
Learning Days	Jan. 11 – 13, 2017	
Day and evening classes begin	Jan. 16, 2017	
In-Service Day	Feb. 10, 2017	No classes
Mid-Semester Break	Feb. 27 – March 5, 2017	No classes
Commencement	May 6, 2017	
End of Winter Semester	May 7, 2017	

How to be Successful in this Course

1. **Plan your schedule** >> Plan ahead to determine times that you can set aside for coursework. Be present for class weekly. Login to the class website a minimum of 2-3 times per week to stay up to date on any additional announcements. Announcements will be posted in JetNet.
2. **Read and complete Exercises** >> The Unit instructions and online help are key resources for this class; use them regularly. Exhaust your solutions to become a better problem solver. Read and follow the step-by-step instructions for each exercise, before relying on a partner/instructor to hold your hand.
3. **Be professional in your work** >> The assigned projects can be excellent portfolio pieces for further education and/or employment interviews; plan extra time for these projects and put forth your best effort. Sloppy work is not given full points.
4. **Turn in assignments on time** >> Homework assignments and class exercises will be accepted up to one week after the due-date with a 20% penalty; any work submitted after this grace period will not be accepted. Turn in your work via JetNet and check your grades frequently.
5. **Back-up your work.** >> We all know technology can be unpredictable, so save copies of your assignments. Create a file/folder on your hard drive called CIS132.

Grading

Students are responsible for completing and submitting the material and assignments covered each week. Notify your instructor if you are going to miss any work.

Forums

You will be collecting information for certain designs created in Illustrator. This information will be shared via JetNet on designated dates. You must post your process and comment on a minimum of two classmates' work for full credit. More information will be discussed on how to complete, post, and review and is specific to the projects given.

Weekly Exercises

You will be following the instructions in each JetNet module to learn new techniques, and completing each step using Adobe Illustrator®. Furthermore, you will complete and submit the assigned work expected each week in class. The Unit work is tedious, and is to your benefit. Save all files with the suggested file name and submit them via JetNet. (Do not include spaces in your file names!) At times you may have more than one file to upload. Place the files in one folder, and zip (compress) that folder. The point value overview for each Unit exercise will be given to you in the syllabus and point value earned will be posted in JetNet | Grades. Finally, the true measure of the Unit exercises is noted in the completion of the projects and exams.

Projects

Projects will be assigned in JetNet and at all times examples will be posted in JetNet. Projects should be completed using techniques covered to date.

Exams

Exams will cover all techniques covered to the date of the exam.

JetNet Weekly Links

Assignment links in JetNet are available every Monday of the current week, and will close on or after the concurrent week's end, most likely Sunday by Midnight.

How to Submit Work via JetNet

1. After entering our course in JetNet, click the icon relating to the assignment you wish to upload.
2. Locate the name of the class assignment in the center of the screen or press Grades on the left side of the screen.
3. Click **Edit** when typing in a message/note for the instructor and/or **Browse** to send a file (navigate to where your work is located, select/highlight it, and then click **Upload this File**).
4. Click on the Send for Marking button and finally click Yes for the final submission.
5. If you are submitting multiple files, click the Browse button again for each file you wish to upload. *(It's better to zip multiple files so you can submit as one file.)*

At the End of Each Course, Each Student is Given a Final Grade as Follows:**Grade Criteria**

4 Projects (<i>Logo, Postcard, Poster & Package</i>)	50-75 points each	= 300 pts (est.)
Exercises	10-30 points each	= 200 pts (est.)
2 Exams	50-100 points each	= 100 pts (est.)
TOTAL		=600 pts (est.)

**Assignments listed above are subject to change at any time.*

Grading Scale (based on accumulated points/percentages):

Grade	Percent	Points
4.0	94 - 100%	(559-600)
3.5	88 - 93%	(523-558)
3.0	82 - 87%	(487-522)
2.5	76 - 81%	(451-486)
2.0	70 - 75%	(415-450)
1.5	64 - 69%	(379-414)
1.0	58 - 63%	(349-378)
0.5	52 - 57%	(312-348)
0.0	below 52%	(0-311)

Grading Procedure

Course work is due at the end of each week, the following week or as directed by instructor via JetNet. If you are falling behind, you cannot make up past due assignments unless you have prior approval from the instructor. Late assignments & projects will be accepted up to two weeks after the assignment due date, but will incur a 20% penalty for two weeks overdue, not to exceed two weeks. **Makeup Policy:** Missed exams can be made up if arrangements are made with the instructor prior to the exam date. If you fall behind for reasons beyond your control, please contact the instructor as soon as possible.

Course Completion Requirements

Students must achieve a passing grade of D or above by completing all required examinations, submitting all required exercises exams and projects, and meeting the standards of the school attendance policy.

Withdrawal

Because courses vary in length, it is critical that you check the last day to drop or withdraw by going to www.jccmi.edu, under **Quick Links** choose **Drop Classes**. If you receive financial aid, call 517-796-8410 to discuss the impact of dropping or withdrawing. Students who stop attending class without completing a withdrawal form will receive a grade of 0.0. It is the student's responsibility to withdraw from a course. The instructor cannot issue a drop from this course for you. You should initiate a withdrawal at the main campus Registrar's Office or at any JC center if you cannot complete the course. You should also contact the instructor when considering a withdrawal.

Incomplete

No incomplete grades will be given in this class except under extenuating circumstances and if the student has completed at least 75% of the work and has a grade of at least 2.0 in the course. The grade of "I" is not awarded to students who did not attend, or seldom attended, or to those who simply are not pleased with their final grades. Students receiving an "I" submit only the remaining work that had not been completed at the end of the semester. Students do not redo work that had already been graded.

Audits

Students who do not wish to receive a grade from the course may opt for an "audit," which means they will not receive a grade. They may turn in their work and take tests for evaluation. Students who sign up to "audit" and now wish to receive a grade must contact the Registrar's Office at main campus or personnel at the extension centers by **the drop/add date** listed in Academic Calendar within this syllabus.

Extra Help

Tutors (plus additional services for academic success) can be accessed by calling 517-796-8415 or by stopping by the Center for Student Success, Bert Walker Hall. Students requiring special assistance (including those affected by the Americans with Disabilities Act) should contact the Center for Student Success. This is the first step in acquiring the appropriate accommodations to facilitate your learning.

Attendance and Participation Policies

Since regular attendance/participation is necessary for successful college work, students should be present online each week and should be submitting their work. Student work will be evaluated on effort and accuracy. If you fall behind, you may still submit the work for evaluation as long as it is submitted within two weeks of the due date—remember, work submitted past two weeks after the due date will not be accepted for credit. Participation is important to your success in this course. Up to three times, I will review your progress and provide feedback, accessible via e-Services as follows:

H- you would benefit from additional assistance and you will be referred to Foundation Studies for academic tutoring.

Q- your consistent lack of participation may prevent your success and recommend to the registrar that you be withdrawn from the course.

V- confirms that you are participating regularly.

IMPORTANT DATES TO REMEMBER

HQV 1 – 2/12/16 HQV 2 – 2/28/16 HQV 3 – 3/27/17

Academic Honesty Policy

Academic honesty is expected of all students. It is the ethical behavior that includes producing their own work and not representing others' work as their own, either by plagiarism, by cheating, or by helping others to do so. Plagiarism is the failure to give credit for the use of material from outside sources. Cheating means obtaining answers/material from an outside source without authorization. Faculty members who suspect a student of academic dishonesty may penalize the student by taking appropriate action up to and including lowering the final grade by .5 and assigning a failing grade for the paper, project, report, exam, or the course itself. Instructors will document instances of academic dishonesty in writing to the Dean of Faculty. In the event of a student dispute, both student(s) and faculty should follow the Conflict Resolution Policy. This policy is presented in Student Rights and Responsibilities (student handbook) and the faculty Master Agreement.

Copyright Guidelines

Feel free to visit a Web site of interest, but **do not upload any copyrighted material in JetNet** — anything from an article to a cartoon—without the permission of the copyright owner. **YOU MUST CREDIT THE AUTHOR OR ARTIST AT ALL TIMES.**

Collaboration

While JC encourages students to collaborate, each student should take responsibility for accurately representing his/her own contribution.

Consequences/Procedures

Faculty members who suspect a student of academic dishonesty may penalize the student by taking appropriate action up to and including assigning a failing grade for the paper, project, report, exam, or the course itself. Instructors should document instances of academic dishonesty in writing to the dean of Faculty. Anyone caught cheating on an assignment or exam will receive a zero for that project. If caught cheating more than once, the student will receive a zero for the class.

Critique Guidelines

A critique (or crit) is an assessment of your work. Assessing your solution forces you to evaluate how well you used the design medium and to see if you fulfilled your objectives. Use the following guidelines to evaluate the work during a critique:

- 1) Does the composition meet the stated objectives using the software tool?
- 2) How well does the solution fulfill the stated objectives?
- 3) Are the design choices appropriate for the purpose or goal of the project?
- 4) Is the composition visually compelling? How could it improve? (avoid using the approach, "I think")
- 5) Does the composition accomplish its call to action?

Classroom Participation & Etiquette

Participation in Forums must show engagement and adequate thought. Online participation is measured and reports can be pulled to show whether the student has been remaining on track and viewing/submitting assignments. All classmates are to be treated with respect, in the Online Forums. Within the Online Forums, feel free to be casual, yet respectful.

Student Appeal Process

In the event of a dispute, both students and faculty should follow the Conflict Resolution Policy. This policy is represented in Student Rights and Responsibilities (student handbook) and the Master Agreement.

General Education Outcomes & Essential Competencies

In addition to the GEOs required to earn a credential at JC, the college is committed to helping students develop three Essential Competencies. These skills are embedded in each program of study, and are shaped by the program focus and the pathway within which the program is hosted.

Essential Competencies

- 1) Think critically and act responsibly
- 2) Work productively with others, recognizing individual contributions to group success
- 3) Exhibit technological literacy

Caveat

There may be things that would require revisions to the syllabus or calendar. For example, severe weather, causing cancellation of classes or instructor illness causing changes in the calendar. Other events may affect the course calendar including typing errors or a due date that must be changed. In any case, the entire class will be notified of any changes to the syllabus or calendar.