

Introduction To Digital Art and Design/
ART 1531

Metropolitan State College of
Denver Spring 2010
F 9am-2.45pm WC 244A
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Course Description

This course introduces the computer as a tool for artists and designers. It develops students' visual language and provides an introduction to digital image creation. Students learn to conceptualize ideas in artwork, navigate software interfaces and present artwork in classroom critiques. The primary software for this course is Photoshop. Increasing your understanding of how images communicate as visual language and to explore different ways of developing ideas is the first goal of this course. Developing your ability to execute the creation of digital images that exhibit technical proficiency is a secondary goal. To reach both of these goals you will learn the language of images and apply it to your art works created in this class. At the end of the semester you should possess the necessary skills to go on to more advanced applications and concepts in digital art making and other visual fields.

Learning Objectives

At the end of this course, the student should be able to:

- Define digital art terminology.
- Acquire and develop a critical understanding of the use of visual language as it applies to our culture, political and social development, and artistic understanding.
- Discuss and utilize elements and principles of design.
- Recognize the relationships between art, culture, and technology.
- Acquire basic working understanding of Photoshop and the Macintosh computer through printing, scanning, digitization and image manipulation.
- Describe and discuss technical and compositional aspects of finished and in-progress work.
- Participate in group critique and evaluation of art works.
- Manipulate formal elements to convey meaning.
- Begin to articulate and reflect on concepts developed in artwork within the context of a written artist statement.

Required Learning Tools

- *Digital Art* by Christiane Paul ISBN 0500203989
(available at the bookstore & on reserve at the library)
- USB flash memory stick (1 gb or better)
- Subscription to (www.lynda.com)

Attendance

Attendance is required. It is important to note that I do not differentiate between excused and unexcused absences. If you are not in class, you are considered absent. If your class meets twice weekly, a third absence will lower your grade by one full letter (B to C, for example). Each absence beyond the third will lower the final grade by another full letter grade. Six absences will result in an unconditional F. If your class meets once weekly, each morning and afternoon class are counted as a session. Therefore if you leave at the lunch break, you are counted absent for the afternoon session which equals 1 course. A third absence (1 1/2 whole days (3 sessions), will lower your grade by one full letter (B to C, for example). Each absence beyond the third session will lower the final grade by another full letter grade. Three whole day (6 sessions) absences will result in an unconditional F. You are reminded that lateness is both rude and distracting. Please make every effort to be punctual. Excessive tardiness will prejudice your final grade. If you arrive after your name has been taken on the roll you are late. Three late marks equal one absence. Arriving more than 30 minutes late will be considered an absence. Attendance is always required on Lab Days. It is expected that you will be properly prepared to work during class time. If you are not prepared to complete the required work on the required day you will be considered absent. If you leave class for the day early and without permission you will be considered absent for the day – regardless of arriving on time at the start of class.

You are required to work at least 8 hours per week outside of class on assignments and projects (this includes lab time). There will NOT be enough time during class labs for you to complete your assignments. Projects are due at the beginning of class on critique days. Late work will NOT be accepted. Sometimes critiques will span 2 days. If you are absent on the 1st day of the critique, when the project is due, you will get a zero for the project. If you present work on the first day and then do not attend the second day of critique, you will lose a letter grade on that project. If you are present both days and do not present work, you will receive a zero for that project. Failure to attend the final critique will result in a failing grade for the course. If you are absent from class, please find out what you missed from one of your peers.

Due Dates

All assignments are due at the start of class on the day indicated on the assignment sheet. If you are late so is your work. Work will not be accepted unless you arrive with it. Work delivered by anyone else will not be accepted. Due dates coincide with critiques and your work will not be critiqued unless you are in attendance on the relevant day. If work is late it will not be graded, or critiqued. The student will fail that component of the course and this will impact in a negative manner on the course grade. Incomplete and/or improperly resolved assignments are unacceptable and will be treated the same as late work. It is the student's responsibility to complete each assignment in a timely manner. It is the student's responsibility to resolve each assignment in accordance to the written instructions given. In addition, it is the student's responsibility to confirm and/or clarify a point prior to resolving an assignment. Class time and/or office hours are appropriate times to do this. Incomplete work will not be given "suggestions" during critique. If the student requires additional explanation, this will be offered at the end of critique- if time is available, or in office hours.

Please Note

I do not accept assignments that contain any work from other courses or any older work. Opinions on such work may be sought in office hours. If your intent is to re-interpret an idea from another class you must disclose this fact before making the work to verify that it is acceptable. Do not guess or assume my position regarding use of previously existing material. Ask. Lack of disclosure or other deceit will result in a failing grade for the assignment.

Disclaimer

Please note: This course may be discussing, reading or viewing content of a sexual nature and content may express diverse political points of view.

Breakdown of Letter Grades

This course is comprised of smaller technical assignments and larger projects. Assignments are weighted at 40% and projects are weighted at 60%. Assignment grades are generally given as points not grades. Your grade for individual projects will be an evaluation of creativity AND craftsmanship. Creativity is your individual and unique approach to the assignment. Craftsmanship is your level of mastery of the technical aspects of digital art, including presentation. Other factors that will affect your grade include participation in class discussions, ability to respond to criticism and relate to suggestions for improvement to your work. Active participation in class can raise your grade. The converse is true. Extra Credit is available upon request.

Project Grades:

- A = Superior - The grade A indicates that work is superlative and surpasses expectations for the assignment, that critique participation is exceptional, often leading discussions with full interest in other students' ideas and work.
- B = Above Average - The grade B indicates that work is extraordinary and goes beyond the minimal requirements of an assignment, that critique participation is exemplary and fully respectful of other students' ideas.
- C = Average - The grade C indicates that work is completed as assigned, that participation in the critique is regular and fully respectful of other students' ideas.
- D = Below Average - The grade D indicates that work is completed, but is not completed as assigned, that participation in critique is sporadic or minimal.
- F = Failure - The grade F indicates that work is not completed as assigned and that there is minimal or no participation in the assignment critique.

Final course grade:

- A = Superior. The student demonstrated a determined attitude. The student conscientiously explored the stated requirements of the class and that class participation was exceptional, often leading discussions with full interest in other students' ideas and work. The student showed a strong desire to learn and produced high quality work on time, every time.
- B = Above Average. The student went beyond the stated requirements and produced effective work and that class participation was exemplary and fully respectful of other students' ideas.
- C = Average. This is the grade received by fulfilling the stated requirements of the class. The student demonstrated an understanding of skills and concepts and applied them, with thought, to their work and that class participation was regular and fully respectful of other students' ideas. The student produced competent work.
- D = Below Average. Weak work, some basic skills acquired but little or no consideration of their application relative to the stated requirements of the class and that class participation was

sporadic or minimal. The student did not demonstrate a strong desire to learn.

F = Failure. Missing and/or incomplete work, poor attitude, and a general disregard for the stated requirements of the class, and/or four or more absences and that there was minimal or no participation in class critiques and discussions.

Critique

A major component of the course is the ongoing development of an ability to comment upon work made by oneself and one's peers. It is beneficial to receive such comments as they can accelerate ideas and act as motivation for future work. To give such discussions the name "critique" is problematic. The name has negative connotations and can strike fear into the heart of some students. If you are confident in your abilities, then please show patience to your classmates as they search for their words and ideas. If you are hesitant to talk about your ideas and opinions, remember that we are all life-long learners, and your voice is as valuable as any other is. Your participation in critique is important. It will be considered as a component of your assignment grade and your final grade. You are not expected to talk constantly, but you are expected to be attentive and aware.

Computer Issues

Occasionally, problems do arise. Files can be accidentally erased, disks can be corrupted, networks can crash, and printers can break down. Be prepared! Backup all important files you don't feel like doing over again. Disks are cheap. Time is not. Lost files and printing problems are not acceptable excuses for missing an assignment.

Course Policies

Pagers, cellular telephones, I-Pods, and other handheld music or internet devices must be deactivated before class begins and remain off during lectures, in addition to having hands off of the computers unless instructed to use them in tandem with the lecture. When in class, work should be done for this class only...not for other classes. **NO FOOD OR DRINK IN THE COMPUTER LAB.....EVER.** Failure to abide by either one of these policies will result in tardy for each infraction.

Open Lab

Lab time will be built into this class. This time is for you to work under supervision in the lab. This is the best time to ask me specific questions about your work, get feedback on your work in progress. It is expected that you will have enough work to occupy the full class period. If you leave you will be marked absent for the day.

General

Each assignment will build on the level of competence you reached during the previous assignment, so it is extremely important that you understand and complete all work along the way. Please feel free to ask questions about new material or for a review of old.

Please Note

If you intend to be absent from class due to a religious holiday you must inform me within the first week of class -- in writing. Any later request may result in a lack of flexibility for rescheduling. If you are requesting accommodations, then you must present documentation from the Access Center. You are reminded that Access Center Documentation is not retroactive and the accommodations only apply to the circumstances after they have been presented to the instructor.

SYLLABUS POLICIES – Metro State Art Spring 2010 – REVISED 1/6/10

Art Department Policies

1. The Art Department requires students who do not attend **all** sessions of a course in the first week of the semester to drop that course. Non-attending students **may** be dropped as a courtesy, especially if there are students on the waiting list, but it is the **student's responsibility** to drop the course to avoid incurring tuition and fees. (See deadline below.)
2. Permission of instructor is required to register for **any** Art class after the first meeting.
3. All students (including UCD students) must meet Art Department prerequisites, as stated in the College Catalog, before enrolling in a course. Please do not ask your instructor to waive a prerequisite.
4. The Art Department does not accept audit or Metromeritus students in studio courses. They are accepted in art history courses on a space available basis, with permission of the instructor.
5. Students enrolled for at least **two** studio classes may sign up for a locker at the Art Department office, AR 187. Lockers for Fall Semester 2009 will be assigned on a first come, first served basis. Please provide a copy of your MSCD student ID and current class schedule for our records. There is no charge for lockers, but you must provide your own lock. Students with one studio class may share a locker; you are responsible for finding your own locker partner, and both of you must come in together. Please note that to keep your locker for summer semester you will need at least one studio class.
6. Advising appointments are available through the Art Department office, AR 187, 303-556-3090. We do not make same-day appointments.
7. Students are advised to check their MetroConnect email regularly. This is the official means of communication from the college and will be used to notify you of class cancellations, etc.

Registration

Students must be officially registered for a class to attend that class. It is essential that students register in a timely manner because classes added after the census date are not eligible for COF funding. For this reason, late enrollments will not be approved except in extreme circumstances. It is the student's responsibility to verify that she or he is officially registered for all classes.

Waiting Lists

Students are absorbed in order until the first class meeting; after the first meeting permission of instructor is **required** to be absorbed. If your instructor is absorbing you from a waiting list, he or she must notify the Art Department to register you for the class. There is no guarantee that all students will be absorbed and students **MUST DROP** a waitlisted class as any other class IF the intention is not to attend. While you are wait-listed you should attend all class sessions, with permission of the instructor. You are advised to use the Web or kiosk system daily to check if you have been enrolled in the class. You are not charged tuition and fees for a class while you are on a wait list. If you are absorbed into a class from the wait list, you must pay for the class to avoid being assessed the 4% service charge. It is your responsibility to obtain a printout of your class schedule to determine if you have been absorbed. This is **YOUR ONLY OFFICIAL NOTICE**. When possible, the Art Department will notify you by email as a courtesy, but **DO NOT RELY ON NOTIFICATION**. Students cannot be absorbed from waiting lists if there is a time conflict with another class or if the addition of the course will result in an overload. Note: Wait-list classes do not count toward the total enrollment for your financial aid disbursement. Please contact the Financial Aid Office if you have any questions.

Semester Dates

No faculty office hours; program assistant available by appointment	Tuesday, December 15 – Wednesday, December 23, 2009 And Monday, January 4 – Wednesday January 13, 2010
Walk in faculty advising	Thursday January 14 and Friday January 15, 2010
Martin Luther King Day - No classes, no faculty office hours, campus offices open	Monday, January 18, 2010
Classes Begin	Tuesday, January 19, 2010
Classes will meet on President's Day	Monday, February 15, 2010
Spring Break	Monday, March 22, 2010
No classes	Tuesday, March 23, 2010
No faculty or staff office hours	Wednesday, March 24, 2010
College offices will be open	Thursday, March 25, 2010
Check with your instructor regarding open studio hours	Friday, March 26, 2010
	Saturday, March 27, 2010
Classes will meet on Cesar Chavez Day	Wednesday, March 31, 2010
Last day of class before Finals	Saturday, May 8, 2010
Finals Week – faculty office hours end	May 10 – 15, 2010
Commencement	Sunday, May 16, 2010
No faculty office hours; program assistant available by appointment	Monday, May 17, 2010 – Friday, May 28, 2010
Grades available on the Web	Friday, May 21, 2010

No Credit Withdrawal Policy

Students will be expected to know and observe the MSCD regulations regarding No-Credit Withdrawal (NC). It is the student's responsibility to withdraw from a course. Students who withdraw after the census date will receive an NC on their transcripts. NC stands for No Credit and does not impact the student's grade point average; no refund is given with an NC. NC deadlines for part-of-term (modular) classes vary. NC deadlines are given below:

Drop and NC Deadlines:

(Dates listed are for full term courses only. See MetroConnect or contact Patricia Yarrow in the Art Department if you need the dates for a late starting or accelerated module class.)

Last Day to Drop Full Semester Classes with 100% Refund	Monday, January 25, 2010
Last Day to Drop and Have Classes Deleted From Academic Record, with 50% Refund (Full Semester Classes)	Wednesday, February 3, 2010
Last Day to Withdraw (Full Semester Classes) and Receive "NC"	Monday, April 5, 2010

Faculty signatures are no longer required for an "NC" before the deadline. Student requests for an "NC" notation in a given course will not be granted after the published deadline unless the request is approved by the instructor, the department chair **and** the dean. The Art Department will consider such requests only in the case of the death of an immediate family member, doctor's orders or medical emergency, or employment changes beyond the control of the student (including call to active military duty). **Documentation of the circumstances justifying a late "NC" will be required.**

Students who have questions about tuition and fees refund deadlines should contact the Office of Student Accounts at 303-556-6188.

Incompletes

The Incomplete (I) notation **may** be assigned when a student, who was achieving satisfactory progress in a course and who had completed at least 75% of class assignments, is unable to take the final examination and/or did not complete all class assignments due to unusual circumstances such as hospitalization. Incomplete work must be completed within one calendar year **or earlier, at the discretion of the faculty member**. If the incomplete work is not completed within one year, the "I" notation will convert to an "F." For the complete policy, please see the current college catalog.

Accommodations for Students with Disabilities:

Metropolitan State College of Denver is committed to making reasonable accommodations to assist individuals with disabilities in reaching their academic potential. If you have a disability which may impact your performance, attendance, or grades in this class and are requesting accommodations, then you must first register with the Access Center, located in the Auraria Library, Suite 116, 303-556-8387.

The Access Center is the designated department responsible for coordinating accommodations and services for students with disabilities. Accommodations will not be granted prior to my receipt of your faculty notification letter from

the Access Center. Please note that accommodations are never provided retroactively (i.e., prior to the receipt of your faculty notification letter.) Once I am in receipt of your official Access Center faculty notification letter, I would be happy to meet with you to discuss your accommodations. All discussions will remain confidential. Further information is available by visiting the Access center website www.mscd.edu/~access.

Accommodations for Religious Beliefs

Students at Metropolitan State College of Denver (MSCD) who, because of their sincerely held religious beliefs, are unable to attend classes, take examinations, participate in graded activities or submit graded assignments on particular days shall without penalty be excused from such classes and be given a meaningful opportunity to make up such examinations and graded activities or assignments provided that advance written notice that the student will be absent or unable to participate in a given assignment for religious reasons is given to the faculty member during the first two weeks of the semester.

Nothing in paragraph one of this policy shall require MSCD faculty members to reschedule classes, repeat lectures or other ungraded activities or provide ungraded individualized instruction solely for the benefit of students who, for religious reasons, are unable to attend regularly scheduled classes or activities. However, presentations, critiques, conferences and similar activities involving individual students shall be scheduled to avoid conflicts with such students' religious observances or holidays provided that reasonable advance notice of scheduling conflicts is given to faculty members. Because classroom attendance and participation is an important aspect of learning, MSCD students should not register for courses if regularly scheduled classes or activities routinely conflict with their religious observances or holidays (e.g., conflicts resulting in weekly absences for an entire semester).

Certain ART courses require drawing from nude models. Alternate assignments are available with advance notice except in ART 2644 Life Drawing I, ART 3244 Life Drawing II, ART 4244 Life Drawing III or ART 4266 Figure Painting.

Any MSCD student who believes that an MSCD faculty member has violated this policy is entitled to seek relief under Section V of the MSCD Equal Opportunity Grievance Procedure.

Student Conduct:

The Department of Art enforces the Student Conduct Code, which may be found in the Student Handbook and online at http://www.mscd.edu/policies/student_code_of_conduct/student_conduct_code.shtml. The Department will not tolerate any proscribed behavior either on campus or at the Center for Visual Art.

Academic Dishonesty:

Academic dishonesty is a serious offense at the College because it diminishes the quality of scholarship and the learning experience for everyone on campus. An act of Academic Dishonesty may lead to sanctions including a reduction in grade (up to and including a permanent F for the course), probation, suspension, or expulsion. Academic dishonesty includes cheating, fabrication, plagiarism, submitting the same paper or work for more than one class, and facilitating academic dishonesty. For definitions and more information, see the Student Handbook which is available online through Metro-Connect.

Attendance

Students are expected to attend all sessions of courses for which they are registered. Each instructor determines when a student's absences have reached a point at which they jeopardize success in a course. When absences become excessive, the student may receive a failing grade for the course. **Your instructor may have a specific attendance policy which will be indicated on your class syllabus. These policies may be different in the summer than they are in the spring or fall due to the differing meeting schedules. They may also be different for classes that meet once a week or for partial term modules.**

