PELLISSIPPI STATE COMMUNITY COLLEGE
MASTER SYLLABUS

DESIGN FUNDAMENTALS
CGT 1950

Class Hours:  3.0  
Credit Hours:  3.0  
Laboratory Hours:  0.0  
Date Revised:  Fall 2015

Catalog Course Description:

A study of visual design fundamentals, creative problem-solving techniques, color theory application, and concept development for graphic design. Emphasis will be placed on visual literacy development, presentation techniques, craftsmanship, and computer skill development using graphic design industry standard software.

Entry Level Standards:

Student is expected to be able to read on a college level, write using correct spelling and grammar, and be able to conduct research utilizing Internet and pertinent learning resources and techniques. Student should have sufficient manual dexterity to be able to use a graphic design industry standard keyboard and mouse simultaneously; trim, cut, score, fold, and fabricate artist’s comprehensives and mock-ups using x-acto knives and metal straight-edged rulers, rotary blade paper trimmers, scissors, and adhesives. Visual acuity and correctable vision are also required.

Prerequisites:

None

Co-requisites:

CGT 1030 or consent of program coordinator

Textbook(s) and Other Course Materials:

Color Design Workbook, by Terry Stone with Sean Adams and Noreen Morioka

Materials – Three CD-R discs, x-acto knife and #11 blades, metal ruler, adhesive (ATG tape), mat board as specified by instructor, 8.5x11 cover-weight laser writer paper, three-ring binder and page protectors.
Recommended – 2GB or larger USB flash/thumb drive.

I. Week/Unit/Topic Basis:

<table>
<thead>
<tr>
<th>Week</th>
<th>Topic</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Orientation: Course Structure; Defining Graphic Design; Reading List Assigned; line; Exercise 2-1; Studio Procedures</td>
</tr>
<tr>
<td>2</td>
<td>Formal Elements of Design – line; Project 2-1; Thumbnailing and Brainstorming; Studio Procedures</td>
</tr>
</tbody>
</table>
II. Course Goals*:

The course will:

A. Expand student understanding of conceptual and visual problem-solving skills. I, II, III, IV

B. Enhance students’ ability to demonstrate basic skills in the use of digital media to produce visual problem-solving solutions. I, II, III, IV

C. Guide students toward an expanded development of visual literacy as it relates to graphic design. I, II, III, IV
D. Encourage students’ development of craftsmanship and presentation skills in written, oral and visual formats. I, II, III, IV

E. Demonstrate a functional knowledge of basic color theory. I, II, III, IV

*Roman numerals after course objectives reference goals of the Media Technologies — Communication Graphics program.

III. Expected Student Learning Outcomes*:

Students will be able to:

1. Formulate creative strategies for effective visual communications. A,B,C,D
2. Understand the theoretical and applied processes of effective design. A,B,C,D,E
3. Make effective oral and written presentations of basic design strategies and evaluations. A,C,D
4. Demonstrate the capacity for both individual and team project development. A,B,C,D,E
5. Present a portfolio of individual design projects. A,B,C,D,E
6. Use digital media in the development of design and finished art. A,B,C,D
7. Critically analyze design using objective evaluation criteria. A,C
8. Demonstrate the capacity for risk taking as a creative problem solver. A,B
10. Incorporate both visual and verbal concepts into effective forms of visual communication. A,B,C,D
11. Develop an understanding of objective criteria to facilitate design evaluation. A,C
12. Apply the principles of basic color theory to design projects. B,C,E

* Capital letters after Expected Student Learning Outcomes reference the course goals listed above.

IV. Evaluation:

A. Testing Procedures: 30% of grade

3 written/recognition Quizzes – 15%
Final Cumulative Written/Practical Exam – 15%

B. Laboratory Expectations:

Students will find it necessary to spend additional time in the Macintosh lab in order to successfully complete assignments.

C. Field Work: None

D. Other Evaluation Methods: 70% of grade
Portfolio of projects and exercises – 60%
Project development materials, thumbnails, exercises, research materials, class handouts, etc. will be kept in the 3-ring binder which will be reviewed at random intervals and at the end of the semester.

Attendance/Participation – 10% (Refer to IV Policies, CGT Program)

E. Grading Scale:

The final grade will be calculated from the factors as mentioned above and will be evaluated on a standard scale.

<table>
<thead>
<tr>
<th>Grade</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>92–100</td>
</tr>
<tr>
<td>B+</td>
<td>89–91</td>
</tr>
<tr>
<td>B</td>
<td>82–88</td>
</tr>
<tr>
<td>C+</td>
<td>79–81</td>
</tr>
<tr>
<td>C</td>
<td>72–78</td>
</tr>
<tr>
<td>D</td>
<td>65–71</td>
</tr>
<tr>
<td>F</td>
<td>Below 65</td>
</tr>
</tbody>
</table>

V. Policies:

A. Attendance Policy:

Pellissippi State expects students to attend all scheduled instructional activities. As a minimum, students in all courses (excluding distance learning courses) must be present for at least 75 percent of their scheduled class and laboratory meetings in order to receive credit for the course. Individual departments/programs/disciplines, with the approval of the vice president of Academic Affairs, may have requirements that are more stringent. In very specific circumstances, an appeal of the policy may be addressed to the head of the department in which the course was taken. If further action is warranted, the appeal may be addressed to the vice president of Academic Affairs.

B. Academic Dishonesty:

Academic misconduct committed either directly or indirectly by an individual or group is subject to disciplinary action. Prohibited activities include but are not limited to the following practices:

- Cheating, including but not limited to unauthorized assistance from material, people, or devices when taking a test, quiz, or examination; writing papers or reports; solving problems; or completing academic assignments.
- Plagiarism, including but not limited to paraphrasing, summarizing, or directly quoting published or unpublished work of another person, including online or computerized services, without proper documentation of the original source.
- Purchasing or otherwise obtaining prewritten essays, research papers, or materials prepared by another person or agency that sells term papers or other academic materials to be presented as one’s own work.
- Taking an exam for another student.
- Providing others with information and/or answers regarding exams, quizzes, homework or other classroom assignments unless explicitly authorized by the instructor.
- Any of the above occurring within the Web or distance learning environment.

Please see the Pellissippi State Policies and Procedures Manual, Policy 04:02:00 Academic/Classroom Conduct and Disciplinary Sanctions for the complete policy.

C. Accommodations for disabilities:
Students that need accommodations because of a disability, have emergency medical information to share, or need special arrangements in case the building must be evacuated should inform the instructor immediately, privately after class or in her or his office. Students must present a current accommodation plan from a staff member in Disability Services (DS) in order to receive accommodations in this course. Disability Services may be contacted by sending email to disabilityservices@pstcc.edu, or by visiting Alexander 130. More information is available at http://www.pstcc.edu/sswd/.

D. Other Policies:

**Other Policies—CGT Program:**

1. **Roll** - Roll will be taken at the beginning of the class period. Three tardies will count as one absence. In the event that you are late, be sure to have the instructor mark you present. Leaving class early without prior approval from the instructor is not acceptable.

2. **Make-up Work** - In the event of an absence, students must use their own initiative to secure lecture notes, assignments, and other information that might have been covered during the class period.

3. **Cell Phones** - Please make sure all cell phone ringers are turned off during class periods. Taking or making calls during scheduled class time is not appropriate unless the instructor has prior knowledge of a critical or sensitive situation that may warrant an immediate response.

4. **Internet** - Checking e-mail or surfing the web during class is not an appropriate use of scheduled instructional time unless it relates to a specific assignment for this class.

5. **Music/MP3 players** - Listening to music or any recorded material not specifically related to subject matter being taught in this class is not appropriate during scheduled class time.

6. **Lab Usage** - Please remember that the Pellissippi State’s policy states NO FOOD OR DRINK in classrooms. That policy is especially important in computer labs. Our Mac labs are the best in the region—keep them clean!