

Pellissippi State Community College
Master Syllabus

**INTRODUCTION TO MACINTOSH GRAPHIC DESIGN
CGT 1030**

Class Hours: 3.0
Laboratory Hours: 0.0

Credit Hours: 3.0
Revised: Spring 2017

Catalog Course Description

Introduction to the Macintosh computer, its operating system and an overview of graphic design applications. A functional lab will be included as a component of the course.

Prerequisites

None

Corequisites

ARTP 1010 and CGT 1950; no corequisites for non-CGT students

Textbook and Other Reference Materials

Textbooks:

OS X El Capitan: the missing manual

Author: David Pogue, Publisher: O'Reilly

Visual Quickstart Guide–Illustrator CC

by Elaine Weinmann and Peter Lourekas, publisher Peachpit Press

Visual Quickstart Guide–InDesign CC

by Sandee Cohen, publisher Peachpit Press

Visual Quickstart Guide–Photoshop CC

by Elaine Weinmann and Peter Lourekas, publisher Peachpit Press

Required Materials:

USB flash drive or SDXC card (4 Gigabyte or larger)

Binder notebook, 3-ring, Page protectors

Week / Unit / Topic Basis

Week / Topic

1. Introductions and expectations / materials / tools / getting organized / Macintosh Basics.
2. Graphical User Interface; Ks, megs and disks; starting up; the mouse; the Desktop & Finder; menus; important keys; all windows; desktop windows; icons; folders; copying & selecting; Trash Can; opening files; closing and quitting; ejecting disks; shutting down. Fonts; Typing/typography; font selection; styles; sizes; saving documents; printing documents. System folder,

Desk accessories, Apple Menu, Control Panels, Aliases, Find File; Basic and Mac OS Key Terms.

3. Beginning Postscript Illustration; Introduction to Adobe Illustrator® CC; Ai Key Terms;
Settings; the toolbox; palettes; panels; artboards. Illustration tutorial #1 — learning basic shapes; paths; guides; placing images; *Quiz #1: Basic Computing and Mac OS X*
4. Illustration Tutorial #1 continued — Views; layers; transformation tools; fill and stroke; color basics; gradients; combining shapes.
5. Illustration Tutorial #2 — Pen tool; path/stroke attributes; patterns; transparency/blend modes;
6. Illustration Tutorial #2 continued — Download and install font; style and edit type; compounds; effects/stylize/texture; appearance editing.
7. Illustration Tutorial #3 — Masks; Scanning Technology; bitmapped vs. object oriented graphics; image trace, drawing modes; free-form shapes; reshaping objects; eraser tool; output/separations; image translation; line art, halftone reproduction and output.
Quiz #2: Adobe Illustrator
8. Illustration Tutorial #4 — Grid tools; clipping sets; charts/graphs; views; scissor tool; aligning anchors; joining endpaths; color libraries.
9. Introduction to Adobe Photoshop® CC, Ps Key Terms; tools, menus, palettes. Photoshop Tutorials— basic image editing techniques; shape building; color modes; selections; creating compositing images.
10. Adobe Photoshop continued— masks; adjustment layers/filters; color selection/changing.
11. Adobe Photoshop continued—working between Ai and Ps; retouching images; effects.
12. Introduction to InDesign® CC; The Basics, palettes; Startup, new files; Get Around; Text Input; Text Flow. InDesign® tutorials—formats; typography. navigating; visual clues
Quiz #3: Photoshop
13. InDesign® tutorials continued—multiple items; pictures and text best practices; design development; lines; beziers; styles; master pages; color.
Synthesis Project Assignment
14. Synthesis Project Development
15. Synthesis Project Critique; Final review

Final Exam

NOTE: This syllabus is subject to modification by instructor to best meet the educational progression of the students in this course.

Course Goals

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

The course will

- A. Enable students to develop a working knowledge of the Macintosh operating system, graphical user interface, hardware requirements and peripherals. I, II, IV
- B. Enable students to develop a working knowledge of object-oriented/vector based graphics and Postscript illustration programs. I, II, IV
- C. Enable students to develop an understanding of basic bitmapped graphics and image editing techniques. I, II, IV
- D. Enable students to integrate text and graphics in a page layout using graphic design industry standard software. I, II, IV
- E. Enable students to develop an understanding of basic scanning technology. I, II, IV
- F. Guide students toward the development of an understanding of Macintosh Font technology. I, II, IV

Expected Student Learning Outcomes

NOTE: Letters after performance expectations reference the course goals listed above

The student will

- 1. Effectively use Macintosh computer skills and understand the structure and interface (menus, windows, icons, etc.) for current software applications. (A,B,C,D,E,F)
- 2. Distinguish between and apply the RGB, Pantone, and Process (CMYK) color models. (A,B,C,E)
- 3. Complete a prescribed series of exercises and tutorials using the Macintosh computer exploring the current Macintosh OS. (A,F)
- 4. Complete a prescribed series of exercises and tutorials using object oriented/vector based illustration software— Adobe Illustrator® CC. (B)
- 5. Incorporate the technique of “layering” in digital illustration. (B,C)
- 6. Complete a prescribed series of exercises and tutorials using graphic design industry standard word processing software. (A,D,F)
- 7. Complete a prescribed series of exercises and tutorials using graphic design industry standard image editing software— Adobe Photoshop® CC. (C,E,F)
- 8. Understand scanning technology in the translation of images into the digital environment. (E)
- 9. Complete a prescribed series of exercises and tutorials using graphic design industry standard page layout/publishing software— Adobe InDesign® CC (A,D,F)

10. Design and produce a synthesis project that requires the use of all of the industry standard graphic design software covered during the course.
(A,B,C,D,E,F)

Evaluation

Testing Procedures: 50% of Grade

3 Quizzes – 13.67% each

Final – 10%

Students will be tested on material from reading assignments, lectures, class handouts, etc. (Missed tests or quizzes may not be made up without instructor approval.)

Laboratory Expectations:

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

Field Work:

None

Other Evaluation Methods: 50% of Grade

Journal/workbook + Digital files – 20%

Students will maintain a journal/workbook (3–ring binder with page protectors) of class notes, class handouts, projects, completed exercises and tutorial assignments.

Synthesis Project – 20%

Attitude/Participation/Attendance – 10%

(Refer to V. Policies, CGT Program)

Grading Scale:

The final grade will be calculated from the factors as mentioned above and will be evaluated on a standard scale. A 92–100; B+ 89–91; B 82–88; C+ 79–81; C 72–78; D 65–71; F Below 65

Policies

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.

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.

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](http://www.pstcc.edu/sswd/) (<http://www.pstcc.edu/sswd/>) may be contacted via [Disability Services email](#) or by visiting Alexander 130.

Other Policies

CGT Program

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.

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.

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.

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.

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.

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!