Course and Section Number:
ARTC-1302-83001: Digital Imaging I
ARTC-1002-82001: Digital Imaging I
ARTS-2348-83002: Digital Art I

Semester:
Spring 2013

Credit Hours:
3 credit hours

Class Meeting Days and Times:
MW, 01/22/13 - 05/16/13, 09:05AM -11:30AM

Room:
Room T248

Instructor Information:
Instructor’s name: Sheila Cunningham
E-mail address: scunningham@dcccd.edu
Richland phone: 972-238-6140 (ACCESS Office) - leave message
Office Number: A110 - ACCESS Office
Office Hours: (if any)
Mail Box Location: A110 - ACCESS Office
Faculty Page Link: www.mmlab2.rlc.dcccd.edu/faculty/your last name here

Prerequisite:
None for Multimedia Majors.
Recommended prerequisites for Art Majors, ARTS 1311 and ARTS 1316.

Course Description:
Studio art course that explores the potential of the computer hardware and software media for their visual, conceptual, and practical uses in the visual arts.

Digital imaging using raster image editing and/or image creation software: scanning, resolution, file formats, output devices, color systems, and image-acquisitions.

End-of-Course Outcomes:
Identify terminology, advantages and limitations of image editing software; distinguish bit-mapped resolutions for image acquisitions and output devices; use digital editing and painting tools; use basic half-tone theory in production of images, manipulate, create, and edit digital images for print and for web; specify appropriate file formats.

SCANS Skills:
The Secretary’s Commission on Achieving Necessary Skills (SCANS) was appointed by the Secretary of Labor to determine the skills people need to succeed in the world of work. Richland College is determined to prepare you with the knowledge and skills you need to succeed in today’s dynamic work environment. Towards this goal, these workplace competencies and foundation skills have been designed into the curriculum for this course:
• Interprets and Communicates Information
• Visualize (Seeing Things in the Mind’s Eye) - organizes, and processes symbols, pictures, graphs, objects, and other information
• Applies Technology to Task - understands overall intent and proper procedures for setup and operation of equipment
• Creative Thinking - generates new ideas

**Required Lab:**
Students are required to spend at least 1 extra hour per week outside of class working on student projects. Lab assistants and faculty are usually in the lab to answer questions, however multimedia tutoring is not available in the lab.

**Lab Hours:**
The Multimedia Learning Center (972-238-6001) is located in Thunderduck Hall, T246.

Hours for Fall and Spring semesters are:

- Monday - Thursday: 9:00 am to 9:45 pm
- Friday: 9:00 am to 4:45 pm
- Saturday: 12:00 pm to 4:45 pm

Hours for Summer semester are:

- Monday - Thursday: 9:00 am to 8:45 pm
- Friday: 9:00 am to 4:45 pm
- Saturday/Sunday: closed

*All Multimedia (credit and continuing education) students must show a Student ID Card to use the lab and check out any equipment. IDs are available in The Office of Student Life, E040.*

**Textbooks:**
**Required textbook:** Adobe Photoshop CS6: Classroom in a Book  
**Publisher:** Adobe Press; 1 edition (June 1, 2012)  
**Language:** English  
**ISBN-10:** 0321827333  
**ISBN-13:** 978-0321827333

**Supplies:**
**Required Supplies for all Courses:** headphones, jump drives, external hard drives or blank CD-Rs/DVDs.

**Course Outline:**

<table>
<thead>
<tr>
<th>Week</th>
<th>Unit</th>
<th>Chapter</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Intro, Workspace</td>
<td>1</td>
</tr>
<tr>
<td>2</td>
<td>Workspace</td>
<td>1</td>
</tr>
<tr>
<td>3</td>
<td>Photo Correction</td>
<td>2</td>
</tr>
<tr>
<td>4</td>
<td>Selections</td>
<td>3</td>
</tr>
<tr>
<td>5</td>
<td>Layer Basic</td>
<td>4</td>
</tr>
<tr>
<td>6</td>
<td>Correcting Photos</td>
<td>5</td>
</tr>
<tr>
<td>7</td>
<td>Masks/Channels</td>
<td>6</td>
</tr>
<tr>
<td>8</td>
<td>Typography</td>
<td>7</td>
</tr>
<tr>
<td>9</td>
<td>Vector Drawing</td>
<td>8</td>
</tr>
<tr>
<td>10</td>
<td>Advanced Compositing</td>
<td>9</td>
</tr>
<tr>
<td>11</td>
<td>Editing Video</td>
<td>10</td>
</tr>
</tbody>
</table>
Grading Procedure:

<table>
<thead>
<tr>
<th>Grading Legend</th>
<th>Points Breakdown</th>
</tr>
</thead>
<tbody>
<tr>
<td>A = 90 – 100 points</td>
<td>Assignments - 30 points</td>
</tr>
<tr>
<td>B = 80 – 89 points</td>
<td>Tests/Quizzes - 10 points</td>
</tr>
<tr>
<td>C = 70 – 79 points</td>
<td>Projects - 50 points</td>
</tr>
<tr>
<td>D = 60 – 69 points</td>
<td>Attendance and Participation - 10 points</td>
</tr>
<tr>
<td>F = 0 – 59 points</td>
<td>TOTAL - 100 points</td>
</tr>
</tbody>
</table>

PLEASE NOTE! Grade reports are no longer mailed. Convenient access is available online or by telephone. Use your student identification number when you log in to eConnect or call Touch Tone Services. Web Site address: [http://econnect.dcccd.edu](http://econnect.dcccd.edu) Telephone number: 972-613-1818.

Academic Calendar:
Spring 2013 Monday - Friday Class Calendar

Drop Date:
February 4, 2013 is the last day to drop from this course without receiving an automatic "W" and without the course reflecting on your transcript.

Withdrawal Date:
April 18, 2013 is the last day to withdraw from this course with an automatic "W".

Richland College's Quality Enhancement Plan ~ Learning to Learn: Developing Learning Power
Richland College is piloting its Quality Enhancement Plan (QEP) in select classes. The QEP provides techniques, practices, and tools to help students develop the habits, traits or behaviors needed to be effective and successful lifelong learners in college and in life. For more information, please log onto [http://www.richlandcollege.edu/qep2013/](http://www.richlandcollege.edu/qep2013/).

Academic Progress:
Students are encouraged to discuss academic goals and degree completion with their instructors. Specific advising is available throughout the semester. Check [7Steps2Success](http://www.richlandcollege.edu/7Steps2Success) for more details.

Institutional Policies:
Institutional Policies including Stop Before You Drop/6Drop, Withdrawals, Repeating a Course, Financial Aid, Academic Honesty, ADA, Religious Holidays and the Campus Emergency Operation Plan & Contingency Plan are available at: [http://www.richlandcollege.edu/syllabusinfo/syllabusInformation.pdf](http://www.richlandcollege.edu/syllabusinfo/syllabusInformation.pdf)

Classroom Policies:
Please read the following classroom policies listed below.
Attendance Policy:
In order to be successful, students must attend and participate in enrolled courses.

While Richland College does not have a formal attendance policy, students are expected to attend class regularly. If you know you will be missing classes this semester, please speak to your instructor about days you will be missing so you can receive information on the missed lessons and assignments.

If you are unable to attend class, please email the instructor or leave a message for the instructor at the ACCESS Office at (972) 238-6140 BEFORE THE CLASS BEGINS.

It is imperative students arrive to class on time and remain in class the entire session each week.

Food and Drink Policy:
Except where otherwise determined by a faculty member, no eating or drinking is allowed in the classroom.

Web Server Posting Policy:
The Richland Student Web Server is open to all users of the World Wide Web. Any information students or instructors place in their files is readable by any user of the World Wide Web.

Computer/Internet Use Policy:
Currently enrolled Richland College Multimedia and Game students have access to the Multimedia Lab and classroom computers for Multimedia/Game educational and instructional purposes only. Please use the Del Rio Computer Lab (D229) for other school-related assignments and non-Multimedia activities.

Students using their own laptops must use the wireless connection in the Thunderduck Hall building and cannot use the Multimedia lab and classroom computer data lines to access the Internet.

You are required to show your Richland Student ID when requested by lab personnel. You are expected to follow lab policies as well as the Student Code of Conduct specified in the catalog.

Safety Policy:
Students should participate in this class in a safe, appropriate manner. We occasionally have to step over cords for the multimedia cart and/or computer equipment. We also need to watch out for boxes and paper, students’ backpacks, etc. Students should begin to build good computing habits, designed to prevent eyestrain, carpal tunnel syndrome, etc.

Handheld Devices Policy:
Please turn OFF all electronic devices during class.

Participation Policy:
Course participation is required. Ask questions and be involved with the lesson.

Students should not surf the Net, play games, send emails or work on unrelated homework/projects during class. Students should not disturb your neighbors during lectures and demos.

End of Each Class Policy (for face-to-face classes):
When you leave class for the day, please...

1. Delete all your files from your workstation and empty the trash.
2. Shut down your computer using Windows Shut Down.
3. Turn off your monitor after computer has COMPLETELY shut down.
4. Pick up and throw away any trash around your seat.

Attention Continuing Education Students:
To receive a certificate for this course, you must make a grade of "C" or higher as a final grade. A grade average of 69% or lower is failing.

Continuing Education will not mail your certificate to you. If you do not receive your certificate the last day of class you will have to pick up your certificate at the Continuing Education Front Desk, T160.

**Multimedia and Game Web Sites:**
http://www.richlandcollege.edu/multimedia
http://www.rlc8.dcccd.edu/game/

The Multimedia Learning Center is part of the Richland College School of Engineering, Business and Technology. Office: Bonham 101 • Phone: 972.238.6210.

**Disclaimer reserving right to change syllabus:**
The instructor reserves the right to amend this syllabus as necessary.

**Student Acknowledgement:**
Please download, read and sign this Student Acknowledgement and turn it in to your instructor. Or you can paste this URL into your browser window:
http://www.mmlab2.rlc.dcccd.edu/calendar/StudentAcknowledgement.pdf