ARTS 2317 Painting II Syllabus
Brookhaven

Instructor Information
Name: CHONG KEUN CHU
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Office Phone: 972-860-4732
Office Visit: Schedule appointments by email or Microsoft Teams Chat
Division Office and Phone: D125 / 972-860-4730

Course Information
Course Title: Painting II
Course Number: ARTS 2317
Section Number: 21502
Semester/Year: Fall / 2020
Credit Hours: 3
Class Meeting Time/Location: TR 6:10-9:00 p.m. / Online Class
Certification Date: 09/05/2020
Last Day to Withdraw: 11/12/2020

Course Prerequisites
None.

Course Description
Exploration of ideas using painting media and techniques.

Lower-Division Academic Course Guide Manual (ACGM)
Approval Number: 50.0708.52 26
maximum SCH per student 3
maximum SCH per course 3
maximum contact hours per Course 96
Course Annotation
This online studio class will require and utilize a combination of learning formats through eCampus Blackboard Collaborate and Microsoft Teams, etc. include specific virtual class meeting times with instructor, individual class meeting times with instructor, and independent studio and research time. A live model will not be used for portions of this online painting class. This combination of learning formats will be scheduled by the instructor during the following virtual class times: Tuesday and Thursday 6:10 p.m. to 9:00 p.m., Aug. 24- Dec.10. For more information contact Chong Chu at chongchu@dccc.edu.

Student Learning Outcomes
Upon successful completion of this course, students will:
1. Identify and utilize a variety of subject matter through observation and/or expression.
2. Recognize and utilize the compositional break-up of a painted surface by using the principles and elements of design
3. Recognize and utilize various painting techniques and processes.
4. Recognize and utilize critical thinking in aesthetics and freedom of expression by showing knowledge of historical to postmodern styles of art.

Texas Core Objectives
[This section should be included for General Education courses and deleted for Career and Technical Education courses.]
The College defines essential knowledge and skills that students need to develop during their college experience. These general education competencies parallel the Texas Core Objectives for Student Learning. In this course, the activities you engage in will give you the opportunity to practice two or more of the following core competencies:

1. Critical Thinking Skills - to include creative thinking, innovation, inquiry, and analysis, evaluation and synthesis of information
2. Communication Skills - to include effective development, interpretation, and expression of ideas through written, oral, and visual communication
3. Empirical and Quantitative Skills - to include the manipulation and analysis of numerical data or observable facts resulting in informed conclusions
4. Teamwork - to include the ability to consider different points of view and to work effectively with others to support a shared purpose or goal
5. Personal Responsibility - to include the ability to connect choices, actions, and consequences to ethical decision-making
6. **Social Responsibility** - to include intercultural competence, knowledge of civic responsibility, and the ability to engage effectively in regional, national, and global communities

**Required Course Materials**

REQUIRED CLASS MATERIALS: This is a list of supplies that are necessary to complete the assignments in this class. You will not be excused from class to buy supplies. You are required to have these before each class. Some additional required supplies will be announced in an online class in advance.

**PAPER**

1 - Drawing Sketchbook (9” x 12”)

**CANVAS**

4 - Canva 30”x40”
8 - Canvas Board 9”x12”

NOTE: Students will need to bring a 30”x 40” canvas for the second class day. However, please check all canvas sizes for the semester projects with the subject matter description on page 10.

**BRUSHES**

If you cannot find the exact size of the brush, you may select one close to the size.

1 - 2” White Bristol Flat
1 - Bristle Fan Brush (Brush size 4)
1 - Bristle Fan Brush (Brush size 6)
1 - #2 Script-Liner Brush, diameter, 1/16” X length, 7/8”
1 - Sable Bright: size 4
1 - Sable Bright: size 8
1 - Sable Bright: size 12
1 - Bristle Long: size 4
1 - Bristle Long: size 8
1 - Bristle Long: size 12
1 - Bristle Short: size 12
1 - Bristle Short: size 16

**COLORS:** (Winsor & Newton_Winton Oil Paint: 200ml tubes)

1 - Cadmium Yellow Light
1 - Cadmium Yellow Medium
1 - Cadmium Red Light
1 - Alizarin Crimson
1 - Ultramarine Blue
1 - Thalo Blue
1 - Prussian Blue
1 - Permanent Green
1 - Burnt Sienna
1 - Yellow Ochre
1 - Burnt Umber
1 - Thalo Violet
1 - Titanium White
1 - Ivory Black

OTHER
1 - An odorless turpentine substitute - one quart
1 - Gamblin Gamsol Odorless Mineral Spirit (16 oz.)
1 - Linseed Oil (2.5 oz.)
1 - Liquin (2.5 oz.)
2 - Painting Knives (Size: 1 1/4", 2 1/4")
1 - Disposable Paper Palette (Size: 12" x 16")
3 - Rags
2 - Can Containers
2 - Bars of Soap
1 - Hand Scrub Brush
1 - Paper Towel
SAFETY AND PROCEDURES FOR ONLINE STUDIO CLASS

STUDENT TRAINING: SAFE HANDLING OF OIL PAINTING PIGMENT AND OTHER CHEMICALS FOR THE ONLINE PAINTING CLASS

1. The oil painting pigment and other chemicals that are used in ARTS 2316, 2317, and 2311 present varying intrinsic degrees of toxicity; the risks of toxicity vary according to routes of exposure and precautions exercised in the handling of the materials.

2. Students are to follow the recommended procedures when handling oil painting pigment and other chemical materials, as covered in the course(s).

3. Each student tour the locker, sink, and painting storage facilities and are shown the various locations where chemicals might be encountered, stored, and dumped.

4. Exposure to chemicals by ingestion and inhalation of dry and/or wet chemicals, as well as skin contact of working solutions, is to be avoided.

5. Skin contact with concentrated solutions and diluted working solution is to be avoided during the preparation and use of them. In the event of skin contact, the skin and/or clothing affected is to be flushed and use of them. In the event of eye contact with chemicals, the area is to be immediately flushed with copious running water.

6. Prepare the soap and water are available for cleanup the painting brushes during online class and/or after class.

7. The spills of chemicals are to be cleaned up immediately. Wet floors, especially in a painting studio area and a room, are dangerous. Spilled paint, Linseed oil, odorless Turpentine, Liquin, Japan drier and/or cobalt drier, etc. have damaging effects on any painting materials and people, even after the spill has dried to powder form.
Graded Work
The tables below provide a summary of the graded work in this course and an explanation of how your final course grade will be calculated.

Summary of Graded Work

<table>
<thead>
<tr>
<th>Assignments</th>
<th>Points</th>
<th>Totals</th>
</tr>
</thead>
<tbody>
<tr>
<td>H-1 through H-6</td>
<td>6 @ 100 points</td>
<td>600 points</td>
</tr>
<tr>
<td>F-1 through F-5</td>
<td>5 @ 100 points each</td>
<td>500 points</td>
</tr>
<tr>
<td>M-1 through M-5</td>
<td>5 @ 100 points each</td>
<td>500 points</td>
</tr>
<tr>
<td>C-1, C-2</td>
<td>2 @ 100 points each</td>
<td>200 points</td>
</tr>
<tr>
<td>Attendance</td>
<td>100 point</td>
<td>100 point</td>
</tr>
</tbody>
</table>

Please see the Assignment and/or Examination table at the end of this document.

**TOTAL: 1900 points**

Final Grade
Students will be graded by employing the following grading scale

<table>
<thead>
<tr>
<th>Points</th>
<th>Letter</th>
<th>G.P.A</th>
</tr>
</thead>
<tbody>
<tr>
<td>1900-1710</td>
<td>A</td>
<td>4</td>
</tr>
<tr>
<td>800-899</td>
<td>B</td>
<td>3</td>
</tr>
<tr>
<td>700-799</td>
<td>C</td>
<td>2</td>
</tr>
<tr>
<td>600-699</td>
<td>D</td>
<td>1</td>
</tr>
<tr>
<td>599-0</td>
<td>F</td>
<td>0</td>
</tr>
</tbody>
</table>

Please see the Final Grade Determination table at the end of this document.
Description of Graded Work

Homework Assignments
- projects completed on time
- attention to craft/presentation
- creative implementation of aesthetics and freedom of expression

Fundamental Projects
- projects completed on time
- attention to craft/presentation
- creative implementation of aesthetics and freedom of expression
- demonstrate digital techniques and knowledge of image making using computer graphics software

Major Projects
- projects completed on time
- attention to craft/presentation
- creative implementation of aesthetics and freedom of expression

Attendance and Your Final Grade
1. The attendance grade is based on your check-in, presence in the online classroom, and check-out each day.
2. Students will be allowed two absences that will not affect their grades. After two absences, they will start receiving a grade of “0” for the day. On days you check-in, presence in the online classroom, and check-out to class, you will get a 100 for the day.
3. Two tardies (more than 20 minutes late after scheduled check-in time) or one "mid-class disappearance in online class" (more than 30 minutes) equal one absence.
4. All check-in and out online attendance grades will be averaged for the final course grade. To avoid getting a “0” for a class period, you must be check-in class on time, stay until the end, participate fully in the class session, bring required art supplies, and work on the online class assignment for the entire online class period.
5. Make-up projects for an online class can be discussed on an individual basis, if necessary. Even if you get a 0 for a class absence, you will be able to get a grade for the project you missed during that class.

DROP/WITHDRAWAL DATES
Fall 2020: Last day to drop with a “W” is November 12.
Late Work Policy
After the due date, student projects will be counted off ten points for each class day that the project is late; no exceptions are allowed, including computer technical problems.

Other Course Policies
Student Expectations and Responsibilities in the Classroom
1. Must be check attendance check-in and check-out on time
2. Must be allowed the video chat with face to face during the class time when the instructor requested video chat.

Disclaimer Reserving the Right to Change and/or Revise the Syllabus
This syllabus including the course schedule is open to revision at the instructor’s discretion throughout the semester, changes will be announced during class by email or Microsoft Teams chat room.

Institutional Policies
Institutional Policies relating to this course can be accessed using the link below. These policies include information about tutoring, Disabilities Services, class drop and repeat options, Title IX, and more.

Brookhaven Institutional Policies
https://www.brookhavencollege.edu/syllabusaddendum

Academic Calendar
https://www1.dcccd.edu/catalog/GeneralInfo/AcadCalendar/academic_calendar.cfm

Course Schedule

<table>
<thead>
<tr>
<th>Class Day</th>
<th>Topic</th>
<th>Readings &amp; Assignments*</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Introduction</td>
<td></td>
</tr>
<tr>
<td>2-6</td>
<td>Fundamental and Major Project 1 Lecture and Discussion</td>
<td></td>
</tr>
<tr>
<td>7-11</td>
<td>Fundamental and Major Project 2 Lecture and Discussion</td>
<td></td>
</tr>
<tr>
<td>Class Day</td>
<td>Topic</td>
<td>Readings &amp; Assignments*</td>
</tr>
<tr>
<td>-----------</td>
<td>-------</td>
<td>-------------------------</td>
</tr>
<tr>
<td>12-13</td>
<td>Fundamental and Major Project 3 Lecture and Discussion</td>
<td></td>
</tr>
<tr>
<td>14-15</td>
<td>Fundamental and Major Project 4 Lecture and Discussion</td>
<td></td>
</tr>
<tr>
<td>16-17</td>
<td>Fundamental and Major Project 5 Lecture and Discussion</td>
<td></td>
</tr>
<tr>
<td>18-19</td>
<td>Mid Term Critique and Grade</td>
<td></td>
</tr>
<tr>
<td>20-22</td>
<td>Continue working on Fundamental and Major Project 5</td>
<td></td>
</tr>
<tr>
<td>23-27</td>
<td>Fundamental and Major Project 6 Lecture and Discussion</td>
<td></td>
</tr>
<tr>
<td>28-30</td>
<td>Final Critique and Grade</td>
<td></td>
</tr>
</tbody>
</table>

*) Please refer to the "Subject Matter Descriptions" at the end of this document for specific dates and content covered.
<table>
<thead>
<tr>
<th>DATE</th>
<th>CONTENT</th>
<th>ASSIGNMENT</th>
</tr>
</thead>
<tbody>
<tr>
<td>08 / 25</td>
<td>T 01 Introduction</td>
<td></td>
</tr>
<tr>
<td>08 / 27</td>
<td>R 02 Fundamental &amp; Major Project 1</td>
<td></td>
</tr>
<tr>
<td>09 / 01</td>
<td>T 03 Still-Life Drawing and Painting: Observational project or OPEN Project</td>
<td>1 (09 / 01)</td>
</tr>
<tr>
<td>09 / 03</td>
<td>R 04 Painting demonstration</td>
<td>2 (09 / 08)</td>
</tr>
<tr>
<td>09 / 10</td>
<td>R 06</td>
<td></td>
</tr>
<tr>
<td>09 / 15</td>
<td>T 07 Fundamental &amp; Major Project 2</td>
<td>3 (09 / 15)</td>
</tr>
<tr>
<td>09 / 17</td>
<td>R 08 Landscape Drawing and Painting: Observational project or OPEN Project</td>
<td></td>
</tr>
<tr>
<td>09 / 22</td>
<td>T 09 Painting demonstration</td>
<td></td>
</tr>
<tr>
<td>09 / 24</td>
<td>R 10</td>
<td></td>
</tr>
<tr>
<td>09 / 29</td>
<td>T 11</td>
<td></td>
</tr>
<tr>
<td>10 / 01</td>
<td>R 12 Fundamental 3: Figure Painting - Observational project</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Four different poses using four canvases (9” x 12”), each pose is 30 minutes</td>
<td></td>
</tr>
<tr>
<td>10 / 06</td>
<td>T 13 Major Project 3: Figure Painting - Observational project</td>
<td></td>
</tr>
<tr>
<td></td>
<td>One 120 minutes' pose using a canvas size 30” x 36” or 30” x 40”</td>
<td></td>
</tr>
<tr>
<td>10 / 08</td>
<td>R 14 Fundamental 4: Figure Painting - Observational project</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Four different poses using four canvases (9” x 12”), each pose is 30 minutes</td>
<td></td>
</tr>
<tr>
<td>10 / 13</td>
<td>T 15 Major Project 4: Figure Painting - Observational project</td>
<td>5 (10 / 13)</td>
</tr>
<tr>
<td></td>
<td>One 120 minutes' pose using a canvas size 30” x 36” or 30” x 40”</td>
<td></td>
</tr>
<tr>
<td>10 / 15</td>
<td>R 16 Fundamental Project 5</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Create an image using the Computer Graphics software</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Computer Graphics software demonstration</td>
<td></td>
</tr>
<tr>
<td>10 / 20</td>
<td>T 17 Major Project 5</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Painting based on the Computer Graphics image of Fundamental Project 5</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Canvas (30” x 40” or smaller)</td>
<td></td>
</tr>
<tr>
<td>10 / 22</td>
<td>R 18 Continue working on your Fundamental and Major Project 5</td>
<td>6 (10 / 22)</td>
</tr>
<tr>
<td>10 / 27</td>
<td>T 19</td>
<td></td>
</tr>
<tr>
<td>10 / 29</td>
<td>R 20 Mid Term Individual Critique and Grade for Painting I and II</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Continue working on your Painting project for Advanced Painting I and II</td>
<td></td>
</tr>
<tr>
<td>11 / 03</td>
<td>T 21 Mid Term Individual Critique and Grade for Advanced Painting I and II</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Continue working on your Painting project for Painting I and II</td>
<td></td>
</tr>
<tr>
<td>11 / 05</td>
<td>R 22 Prepare for the student Art Exhibition</td>
<td></td>
</tr>
<tr>
<td>11 / 10</td>
<td>T 23 Continue working on your Fundamental and Major Project 5</td>
<td></td>
</tr>
<tr>
<td>11 / 12</td>
<td>R 24 Last day to drop with a W (11 / 12)</td>
<td></td>
</tr>
<tr>
<td>11 / 17</td>
<td>T 25 Fundamental Project 6: Create an image using the Computer Graphics software or sketch an individual project</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Major Project 6: Painting based on the Computer Graphics image of Fundamental Project 6 or paint an individual project</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Canvas (30” x 40” or smaller)</td>
<td></td>
</tr>
<tr>
<td>11 / 19</td>
<td>R 26 Continue working on your Fundamental and Major Project 6</td>
<td></td>
</tr>
<tr>
<td></td>
<td>and/or your previous Fundamental and/or Major Projects</td>
<td></td>
</tr>
<tr>
<td>11 / 24</td>
<td>T 27</td>
<td></td>
</tr>
<tr>
<td>11 / 26</td>
<td>T 28 Thanksgiving Day - Holiday</td>
<td></td>
</tr>
<tr>
<td>12 / 01</td>
<td>T 29 Final Grade (Individual Critique: Painting I, II)</td>
<td></td>
</tr>
<tr>
<td>12 / 03</td>
<td>R 30 Final Grade (Individual Critique: Adv. Painting I, II)</td>
<td></td>
</tr>
</tbody>
</table>

Note: Make a general statement indicating that an instructor has the right to delete, revise and/or add segments to the course or syllabus.
### ASSIGNMENT AND/OR EXAMINATION

**Homework Assignment** *(indicated with the code letter H)*  
Total: 600 Points  *(H-1 through H-6)*

<table>
<thead>
<tr>
<th>H-1</th>
<th>Self Portrait Drawing - 2B Pencil on Sketchbook 9&quot; x 12&quot;</th>
<th>01/28</th>
</tr>
</thead>
<tbody>
<tr>
<td>H-2</td>
<td>Self Portrait Painting - Oil on Canvas or Oil on Cardboard 9&quot; x 12&quot;</td>
<td>02/04</td>
</tr>
</tbody>
</table>
| H-3 | Art Paper I  
What is the meaning of “Art Brut”?  
NOTE:  
Please see the more detailed information for Art Paper I below: | 02/11 |
| H-4 | Art Paper II  
If you want to develop your own artistic concept, what do you have to do? Write ten different items.  
NOTE:  
Please see the more detailed information for Art Paper II below: | 02/25 |
| H-5 | Landscape Drawing based on Surrealist style - 2B Pencil on Sketchbook 9" x 12" | 03/10 |
| H-6 | Portrait Painting based on Cubist style - 2B Pencil on Sketchbook 9" x 12" | 03/24 |

**Fundamental Project** *(indicated with the code letter F)*  
Total: 500 Points  *(F-1 through F-5)*

| F-1 | Still-Life Drawing or Open Project  
Size 9" X 12" or Size 8.5" X 11" | |
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>F-2</td>
<td>Landscape Drawing or OPEN Project</td>
</tr>
<tr>
<td>F-3</td>
<td>Figure Paintings - Five canvases (9&quot; x 12&quot;)</td>
</tr>
<tr>
<td>F-4</td>
<td>Figure Drawing</td>
</tr>
<tr>
<td>F-5</td>
<td>Computer Graphics and image processing</td>
</tr>
</tbody>
</table>

**Major Project** *(indicated with the code letter M)*  
Total: 500 Points  *(M-1 through M-5)*

| M-1 | Still Life Painting or Open Project  
Please see the calendar for canvas sizes | |
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>M-2</td>
<td>Landscape Painting or OPEN Project</td>
</tr>
<tr>
<td>M-3</td>
<td>Figure Painting</td>
</tr>
<tr>
<td>M-4</td>
<td>Figure Painting</td>
</tr>
<tr>
<td>M-5</td>
<td>Painting based on Fundamental Project 5</td>
</tr>
</tbody>
</table>

**Critique** *(indicated with the code letter C)*  
Total: 200 Points  *(C-1 through C-2)*

<table>
<thead>
<tr>
<th>C-1</th>
<th>100 Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>C-2</td>
<td>100 Points</td>
</tr>
</tbody>
</table>

**Attendance**  
Total: 100 Points

**SEMESTER TOTAL GRADE POINTS: 1900 Points**

---

Please read the #1 through #3 before send the Art Paper I and II.

# The content of instruction

1. The each written Paper I or II must be type two pages minimum, double space, and font size 12.  
   No exceptions allowed including computer technical problems

2. The Paper I or II including attachments need to be emailed to chongchu@dccd.edu or Microsoft Teams.

3. Add in the subject line of your email: your first name, last name, the semester, course number, section number, and the title of your paper.

Check the example below:  
XXX OOO (FIRST and LAST NAME) FA 2020_ARTS2317_ART PAPER I
# FINAL GRADE DETERMINATION

<table>
<thead>
<tr>
<th>Assignments and Projects</th>
<th>Expected content (subject to modification)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Homework Assignments</td>
<td>Students will complete assignments addressing the following drawing topics:</td>
</tr>
<tr>
<td>• projects completed on time</td>
<td>1. Basic compositional concerns</td>
</tr>
<tr>
<td>• attention to craft/presentation</td>
<td>2. Important use of painting media and techniques</td>
</tr>
<tr>
<td>Fundamental Projects</td>
<td>3. Understand and develop thematic and content concerns</td>
</tr>
<tr>
<td>• projects completed on time</td>
<td>4. Understand and develop personal style and expression</td>
</tr>
<tr>
<td>• attention to craft/presentation</td>
<td></td>
</tr>
<tr>
<td>• creative implementation of aesthetics and freedom of expression</td>
<td></td>
</tr>
<tr>
<td>• demonstrate digital techniques and knowledge of image making using computer graphics software</td>
<td></td>
</tr>
<tr>
<td>Major Projects</td>
<td></td>
</tr>
<tr>
<td>• projects completed on time</td>
<td></td>
</tr>
<tr>
<td>• attention to craft/presentation</td>
<td></td>
</tr>
<tr>
<td>• creative implementation of aesthetics and freedom of expression</td>
<td></td>
</tr>
<tr>
<td>Critique (Policy)</td>
<td>1. The midterm critique will provide you with information and direction to carry you into the second half of the course. If you do not show up for your midterm critique, one letter grade will be marked off of your midterm grade. There will be no excuse.</td>
</tr>
<tr>
<td></td>
<td>2. The final critique summarizes your achievements and problem areas in your work. It is absolutely imperative that you attend the midterm and final critique sessions. If you do not show up for your final critique, two letter grades will be marked off of your final grade. There will be no excuse.</td>
</tr>
</tbody>
</table>

## Project Grading

Individual projects will be graded by employing the following scale:

<table>
<thead>
<tr>
<th>Numerical Grade</th>
<th>Letter</th>
</tr>
</thead>
<tbody>
<tr>
<td>100 - 98</td>
<td>A+</td>
</tr>
<tr>
<td>97 - 93</td>
<td>A</td>
</tr>
<tr>
<td>92 - 90</td>
<td>A-</td>
</tr>
<tr>
<td>89 - 87</td>
<td>B+</td>
</tr>
<tr>
<td>86 - 83</td>
<td>B</td>
</tr>
<tr>
<td>82 - 80</td>
<td>B-</td>
</tr>
<tr>
<td>79 - 77</td>
<td>C-</td>
</tr>
<tr>
<td>76 - 73</td>
<td>C</td>
</tr>
<tr>
<td>72 - 70</td>
<td>C-</td>
</tr>
<tr>
<td>69 - 60</td>
<td>D</td>
</tr>
<tr>
<td>59 - 00</td>
<td>F</td>
</tr>
</tbody>
</table>

## Final Grading

Students will be graded by employing the following grading scale:

<table>
<thead>
<tr>
<th>Grade Points</th>
<th>Letter</th>
<th>G.P.A.</th>
</tr>
</thead>
<tbody>
<tr>
<td>1900 - 1710</td>
<td>A</td>
<td>4</td>
</tr>
<tr>
<td>1709 - 1520</td>
<td>B</td>
<td>3</td>
</tr>
<tr>
<td>1519 - 1330</td>
<td>C</td>
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<tr>
<td>1329 - 1140</td>
<td>D</td>
<td>1</td>
</tr>
<tr>
<td>1139 - 0000</td>
<td>F</td>
<td>0</td>
</tr>
</tbody>
</table>

## Deadline Policy

After the due date, student projects will be counted off ten points for each class day that the project is late; no exceptions are allowed, including computer technical problems.

## Student Expectations and Responsibilities in the Online Classroom

1. Must be check attendance check-in and check-out on time
2. Must be allowed the video chat with face to face during the class time when the instructor requested video chat.

## Disclaimer Reserving the Right to Change and/or Revise the Syllabus

This syllabus including the course schedule is open to revision at the instructor’s discretion throughout the semester, changes will be announced during an online class.