

**Angelina College**  
**Department of Visual and Performing Arts**  
**ARTC 1413 – Digital Publishing I**  
**Instructional Syllabus Spring 2019**

- I. **COURSE DESCRIPTION:** This is a four-hour credit course that focuses on the fundamentals of using digital layout as a primary publishing tool and the basic concepts and terminology associated with typography and page layout. **INTENDED AUDIENCE:** This course targets graphic arts majors, but anyone interested in learning more about layout design would benefit from the course.

**INSTRUCTOR:** Jan Anderson-Paxson, classroom HH 103: 3:40 p.m. to 6:30 p.m.

**Office Location:** HH, Room102A

**Office Hours:** M/W 9:30 a.m.-11:00 a.m., T/Th 3:00 pm.-5:00 p.m.

Fridays by appointment

Phone: 936-633-5425

**E-mail address:** [jpaxson@angelina.edu](mailto:jpaxson@angelina.edu)

II. **INTENDED STUDENT OUTCOMES:**

A. **Core Objectives for this course –**

1. **Critical Thinking** – to include creative thinking, innovation, inquiry, analysis, evaluation and synthesis of information.
2. **Communication** – to include effective development, interpretation and expression of ideas through written, oral and visual communication.
3. **Teamwork** – to include the ability to consider different points of view and to work effectively with others to support a shared purpose or goal.

**END OF COURSE OUTCOMES:** Apply fundamentals of page layout; define typographic terminology and specifications; import text and graphics into page layout programs; discuss file formats and file management techniques.

B. **Course Objectives -**

1. To learn the terms and fundamentals of layout design.
2. To gain experience in layout by creating a variety of publications such as Advertisements, newspaper and magazine layouts, etc.
3. To analyze and learn how to use typography effectively.
4. To learn the basics of Adobe InDesign, a leading page-layout program.
5. To learn how to use color effectively, as well as understanding how to design within a budget.

III. **ASSESSMENT MEASURES OF STUDENT LEARNING OUTCOMES:**

A. **Assessment for the Core Objectives**

1. **Critical Thinking:** Students must be able to analyze and synthesize discussed material in order to perform well on required exams and course projects.
2. **Communication:** Students must communicate through their layout designs varies concepts learned during the course. Students must also present an oral presentation analyzing a publications' use of type and layout.
3. **Teamwork:** Students will work together on projects to meet shared goals.

B. **Assessments for Objectives Specific to the Course –**

1. Students will be tested over the terms and fundamentals of layout design through two exams.
2. Students' skills will be evaluated through course projects.
3. Effective use of typography will also be judged in the projects.
4. A student's understanding of Adobe InDesign will be demonstrated in the

- completed publication.
5. The quality of the projects turned in will reflect the student's level of ability in layout design.

#### **IV. INSTRUCTIONAL PROCEDURES: COURSE REQUIREMENTS AND POLICIES:**

- A. Lectures on the designated chapters from the textbooks
- B. Discussion of the reading assignments.
- C. Visual representations in the form of videos and demonstrations and student presentations.

#### **V. COURSE REQUIREMENTS AND POLICIES:**

- A. Required textbooks –The Non-Designer's Design &Type Book by Robin Williams, Peachpit press. This is one book, design and type books have been combined-used for Digital Pub. I and II classes.  
Materials and equipment –personal flash drive.
- B. Assignments – Students are responsible for all projects and exercises assigned during the semester. Students are also responsible for the reading of all assigned chapters in the textbooks along with handouts and study for the two exams during the class.
- C. Course Policies – (This course conforms to the policies of Angelina College as stated in the Angelina College Handbook.)

**1. Educational Accommodations** – If you have a disability (as cited in Section 504 of the Rehabilitation Act of 1973 or Title II of the Americans with Disabilities Act of 1990) that may affect your participation in this class, you may fill out the Educational Accommodations application within your AC Portal, under the “Student Services” tab. A Student Success team member will contact you once the application is received. At a post-secondary institution, you must self-identify as a person with a disability in order to receive services; for questions regarding the application process you can visit the Office of Student Success and Inclusion in the Student Center (Room 200) or email [access@angelina.edu](mailto:access@angelina.edu). To report any complaints related to accommodations, you should contact Annie Allen, Director of Student Success & Inclusion, in Room 200 of the Student Center. You may also contact Ms. Allen by calling (936) 633-4509 or by emailing [aallen@anglina.edu](mailto:aallen@anglina.edu). To report discrimination of any type, contact Steve Hudman, Dean of Student Affairs, at (936) 633-5292 or [shudman@angelina.edu](mailto:shudman@angelina.edu).

**2. Attendance**– Excessive absences are defined as three or more consecutive absences or four or more cumulative absences from regularly scheduled class periods. Virtual classes must document equivalent participation. The summer terms call for two or more consecutive or three or more cumulative absences. A three-hour night class counts as two class periods.

**Excused Absences** – Students will not be dropped and will be allowed to make up work for absences because of (1) College District (including early college high school) authorized and sponsored activities and (2) religious holy days. It is the student's responsibility to arrange for make-up work with the instructor and to complete it within a reasonable time. In accordance with the Texas Education Code, each student is allowed to be absent from a class for the observance of a religious holy day. A “religious holy day” means a holy day observed by a religion whose places of worship are exempt from property taxation under Section 11.20, Tax Code. The student must notify the instructor of each class of the anticipated absence no later than the 15<sup>th</sup> calendar day after the first day of the semester. A student who is excused under this section must complete all assignments or missed examinations at the direction of the instructor.

#### **3. Additional Policies Established by the Instructor**

Do not assume that non-attendance in class will always result in an instructor drop. **You must officially drop a class or risk receiving an F.** This is official Angelina College Policy. **If a student determines not to continue the course, the normal procedures for dropping a course must be instituted and followed by the student.** This class meets twice weekly. Assignments are to be turned in on specified due dates. No late work will be accepted except under appropriate circumstances and late points will be deducted from projects. Punctual, regular attendance of classes is mandatory. Three tardies constitutes an absence. Leaving early from class will also constitute an absence.

**DROP POLICY** - A student may be dropped by the instructor for disruptive behavior, WHICH INCLUDES USING ELECTRONICS IN CLASS, ENTERING CLASSROOM LATE THEREBY

INTERRUPTING INSTRUCTION, INAPPROPRIATE DRESS, OR OTHER ACTIONS THAT DISTRACT STUDENTS OR INSTRUCTOR FROM CLASS PROCEDURES.

**Cell Phones - PLEASE TURN OFF ALL CELL PHONES DURING CLASS TIME TO BE ABLE TO CONCENTRATE ON THE COURSE.**

**Exams, Assignments and Critiques** – Students are expected to take the two exams on the days they are given. If an extreme emergency makes this impossible and the student has obtained permission from the instructor in advance to miss the exam, the student should schedule a makeup exam before the exams are returned to the other students and discussed in class. Informal class critiques will be held for all class projects. Students are expected to attend critique and to have their projects completed. Assignments turned in late will have points deducted.

**VI. COURSE CONTENT:** This course is an exploration of the fundamentals of digital layout as a primary publishing tool and the basic concepts and terminology associated with typography and page layout. (See Course Schedule attached for more detail)

**VII. EVALUATION AND GRADING:**

A. Grading Criteria –

1. Two exams (70 points each)	140 points
2. Projects	470 points
4. Questions	70 points
5. Oral and written report	20 points
6. Student art show	20 points
<b>Total Points</b>	<b>720 points</b>

D. Determination of Grade –

A = 720-648

B = 647-576

C = 575-504

D = 503-432

F = 431-0

**VII. SYLLABUS MODIFICATION:** The instructor may modify the provisions of the syllabus to meet individual class needs by informing the class in advance as to the changes being made.

**Projects**

Project Black History Month flyer	20pts.
Project, Yellow-page ad	20pts.
Project, Cooking ad	20pts.
Project, Menu	20pts.
Project, Pen tool design	20pts.
Project, Using gradient design	20pts.
Project, Using images layout	20pts.
Project, Using step and repeat layout	20pts.
Project, Design firm ad	20pts.
Project, Using Grids	20pts.
Project, Newsletter	20pts.
Project, Garden poster	20pts.
Project, Play poster	20pts.
Project, Travel brochure	20pts.
Project, Food brochure	20pts.
Project, Children's music CD cover	20pts.
Project, Singer CD booklet	20pts.
Project, Restaurant ad	20pts.
Project, Poster, invitation and tickets	30pts.

Project, Magazine layout	40pts.
Project, Pacer photo page	40pts.
<b>Exams, Chapter questions and report</b>	
Chapter-questions	70pts.
Report	20pts.
Exam I	70pts
Exam 2	70pts
Four pieces matted for student show	20pts
<b>Total</b>	<b>720</b>

## ARTC 1413 DIGITAL PUB. I COURSE SCHEDULE – Spring 2019

### Week 1

#### Class 1, Jan. 14

Introduction to the course

InDesign CC workspace, preferences and placing text.

Answer Set #1 questions 1-10

- Research Black History Month flyer topic and work on thumbnail sketches for the flyer.

#### Class 2, Jan. 16

- Work on Black History Month flyer project (20 points)

### Week 2

#### **MLK Day-Holiday-No class-Jan.21**

#### Class 3, Jan. 23

Concepts from *The Non-Designer's Design & Type Book*.

- Complete work on flyers.

### Week 3

#### Class 4, Jan. 28

Workday for *Type* and *Page Design* reports.

#### Class 5, Jan. 30

Students' oral/written reports analyzing an ad using the typography design lessons in *The Non-Designer's Design & Type Book*. (20 points)

- Skills task-Yellow page ad (20 points)

### Week 4

#### Class 6, Feb. 4

Students' oral/written reports analyzing an ad using the basic principles of design lessons in *The Non-Designer's Design & Type Book*. (20 points)

- Skills task- Cooking ad (20 points)

#### Class 7, Feb. 6

Master pages and working with styles.

Answer Set #2 questions 1-10

- Skills task- Create a menu (20 points)

### Week 5

#### Class 8, Feb. 11

Working with Graphic Tools.

Answer Set #3 questions 1-10 points)

- Skills task-Pen tool layout (20 points)

#### Class 9, Feb. 13

Working with color and gradients.

Answer Set #4 questions 1-10

- Skills task-Name plate with gradients (20 points)

### Week 6

**Class 10, Feb. 18**

Working with images.

Answer Set #5 questions 1-10

- Skills task- Catalog Cover (20 points)

**Class 11, Feb. 20**

Using Step and Repeat, Align and Distribute.

Answer Set #6 questions 1-10

- Skills task- Housing flyer (20 points)

**Week 7**

**Class 12, Feb. 25**

Editing text and Packaging.

Answer Set #7 questions 1-10

- Skills task- Design firm ad (20 points)

**Class 13, Feb. 27**

**Exam I** Exam will cover material from handouts, questions and *The Non-Designer's Design & Type Book*.

**Week 8**

**Class 14, March 4**

Understanding grid design

- Skills task-Using grid design in a document (20 points)

**Class 15, March 6**

- Skills task-Newsletter layout (20 points)

**Spring Break March 11-15**

**Week 9**

**Class 16, March 18**

- Skills task-Japanese garden poster (20 points)

**Class 17, March 20**

- Skills task-Play Poster (20 points)

**Week 10**

**Class 18, March 25**

- Skills task-Design a Travel Brochure (20 points)

**Class 19, March 27**

- Skills task-Workday

**Week 11**

**Class 20, April 1**

- Skills task- Design a Food brochure (20 points)

**Class 21, April 3**

- Skills task- Create a cover for a children's CD (20-points)

**Week 12**

**Class 22, April 8**

Creating a booklet for a singer CD (20-points)

**Class 23, April 10**

- Skills task-Creating a restaurant ad (20-points)

**Week 13**

**Class 24, April 15**

- Skills task-Creating a poster, invitation and tickets-(30-Points)

**Class 25, April 17-** Continue project **NOTE: (Work due for Graphic Art Student Show) 20 points**  
**(Show April 23 – May 7)**

**Week 14**

**Class 26, April 22**

- Skills task-Creating a Pacer back page layout (40-points)

**Class 27, April 24**- Continue project

**Week 15**

**Class 28, April 29**

- Skills task-Creating a 2-page magazine layout (40-points)

**Class 29, May 1**- Workday

**Week 16**

**Class 30, May 6** - **Final-Exam II**, 2:00 p.m.-4:00 p.m. or TBA