HTI 200 Introduction to Computer Graphics
Fall Semester 2017
Section 1: 11:00 – 12:15 Tuesdays and Thursdays A224 Science

Professor:	Katie Stern, MFA (call me Katie or Professor Stern)	**Office Phone:** (715) 346-4145
Office Hours:	Mon. & Wed. 8:00-9:15 a.m.	**Office Location:** B239 Science Bldg.
	Mon. & Wed. 11:00 a.m. – 12:30 p.m.	**Email:** kstern@uwsp.edu
	Tuesdays 10:00-11:00 a.m.	

Course Description: This is a survey of common varieties of software used in web and multimedia development including raster-based, vector-based, and motion-based software. This course is designed to make you proficient in the basic technical aspects of each program.

This is a GEP-Arts-designated course in the General Education Program. The credits you receive in this course will help satisfy UW-Stevens Point's General Education requirements for graduation. During this course, you will achieve the following learning outcomes:

- **Describe, analyze or critique creative works utilizing knowledge of relevant aesthetic criteria or stylistic forms.**
  - You will study color: You will create color schemes based on visual images following artistic aesthetic criteria (monochromatic, complementary, split complementary, triadic, or quadratic.
  - You will apply Google's Material Design and its color/contrast requirements.
- **Demonstrate an understanding of creative expression by producing or performing a creative work.** You will create a self-portrait motion graphic animation from concept through completion.

CNMT Department Program Competencies
Faculty members at UW-Stevens Point have developed a set of CNMT Department-wide program competencies that define the educational goals of any major within the CNMT Department. The faculty members teaching courses in the HTI major went further and defined the educational goals of graduates from the HTI Major. No single HTI course can cover all the HTI Major competencies, but together the required and elective courses within the major meet all the competencies.

HTI Major Competencies:
Computing and New Media Technologies faculty members at UW-Stevens Point have developed a set of program competencies that define the educational goals of the CNMT Department and the HTI Major itself. No single HTI course can cover all the HTI Major competencies, but the combined courses within the major meet all these goals. This course is designed to help you meet the following HTI Major competencies:

1. ***Technical Knowledge & Skills:*** Achieve an industry-standard entry level of competence in tools and techniques used in human-technology interaction (aligns with Course Objectives #1-4 below)
2. ***Design Knowledge and Skills:*** Achieve an industry-standard level of knowledge and skills in human-centered design and assessment of digital media (aligns with Course Objectives #1-5 below)
3. ***Contextual Knowledge & Values:*** Demonstrate the ability to identify and shape digital artifact development based on human-centered cultural, technical, and ethical issues (aligns with Course Objectives #5, and 6 below)
4. ***Personal Communication Skills:*** Demonstrate industry-standard communication skills throughout all phases of the digital artifact development process; including research, stakeholder interactions, results presentations, and team problem solving in both distance and face-to-face environments (aligns with Course Objective #5 below)
5. ***Life Long Learning:*** Critically assess emerging trends and technologies in the field of digital media and constantly acquire new knowledge and skills applicable to that field (aligns with Course Objective #6 below)

Course Competencies:
By the end of this semester, you will be able to demonstrate the following:

1. File management skills:
   a. Organize, re-name, and distribute files using Adobe Bridge.
   b. Submit files for grading by following written instructions provided by the professor.

2. Image-based skills:
    a. Crop, resize, and save images using Adobe Photoshop.
    b. Understand how RGB colors are blended in Adobe software.
    c. Create alterations in photos by using Levels and Curves Adjustment Layers.
    d. Use layer masks to adjust photos in Adobe Photoshop.
3. Vector-based skills:
    a. Employ Adobe Illustrator to develop vector files from raster files.
    b. Work with a variety of color modes including CMYK and RGB.
    c. Use Adobe Illustrator to create vector-based elements for use in web prototyping and motion-based software.
4. Motion-based skills:
    a. Build timeline-based motion graphics using Adobe After Effects.
    b. Use basic animation skills to create motion-based graphics.
5. Art-based skills and activities:
    a. Create color schemes based on colors within visual images.
    b. Work with all three software programs to create a visually communicative self-portrait video.
6. Independent study-based skills.
    a. Develop new skills on an independent study basis by researching Lynda.com movies and other available online tutorials.

Industry Standards
Web and Digital Media professionals use software programs according to industry standards that are often different than those used by non-professional users. During this class, you will learn and demonstrate a minimum level of competency in these standards.

Classroom Time
I will often invite you to go online and do research during class, so please bring earbuds or headsets to class. However, the classroom computer, smart phones, laptops, and tablets *must be used for classroom activities only!* It's extremely tempting to continue browsing instead of listening to the professor as we move to new subjects. I reserve the right to insist that a device be turned off and stored away if there is any question about the use of the device during class. If the student refused to do so, or if the offense is frequently repeated, he/she may be excused from the class and reported to the Dean of Students. Devices of any kind are not allowed during exams unless for documented special needs.

Students sometimes try to do two things at once during class, such as check e-mail, Facebook, etc., do homework, or study for a different class during HTI 200 class time. This is not allowed because cognitive science has proven that our brains can't process two new thoughts at once. You'll either concentrate on your different class or on HTI 200. Students studying different class material may be asked to stop, asked to leave the classroom, and/or be reported to the Dean of Students for further action.

Grading
Each software program taught in this course is vital in the Web and Digital Media industry. All HTI students must demonstrate minimum competency in the three major software programs before proceeding in the HTI major. They aren't necessarily complex or difficult, but they are the stepping stones to future training. The three software programs are:

1. Adobe Photoshop CC
2. Adobe Illustrator CC
3. Adobe After Effects CC

You will be given a "minimum competency evaluation" (MCE) for three of the software programs taught in this class (Photoshop, Illustrator, and After Effects). You will have up to two chances to demonstrate this minimum competency for each software program. Practice evaluations will be available before the actual evaluations are given. **Minimum competency will be demonstrated by correctly and accurately answering all of the questions for each software program.**

If you do not pass every minimum competency with a grade of 100% for every software program taught, you will earn a grade of F for the course regardless of all of the other coursework you complete. Minimum

competency evaluations for each software program will be given before the course withdrawal date for the semester. Students not meeting this requirement for any software program will have the option of dropping the class with a "W" designation. Students are welcome to remain in the class after the drop date to continue learning, but their final grade will be F regardless of the quality of work after a minimum competency evaluation was not passed.

You will have two chances to pass each Minimum Competency Evaluation. However, if you do not make arrangements to complete or repeat an evaluation by 2:00 p.m. on Friday November 3rd, you forfeit the opportunity to take both attempts.

Timing of minimum competency evaluations
Practice evaluations and the first minimum competency evaluation for each software program will be conducted in class. The schedule for subsequent evaluations will be announced after the results of the first evaluations are released and may need to be taken outside of class time. Students needing to re-take evaluations will be expected to do so during the scheduled times. Only the minimum competency evaluations not passed must be repeated. Once you have passed a minimum competency evaluation for one software program, you are finished being tested on that program.

If the second attempt to pass the minimum competency evaluation is not successful, you have the option of dropping the course with a "W" designation before the drop date. **This semester the last day to drop a 16-week course is November 10th.** It is your responsibility to check your grades on D2L and make sure you have passed the minimum competency evaluations. It is not your professor's responsibility to contact you personally with grade information, as we are not allowed to exchange grade information via e-mail. **Note: Professor Stern may not be available on Friday, November 10th.** Be sure to ask for a signature on a Course Drop Form by 12:00 noon Thursday, November 9th. Course Drop Forms are available from Jenny in the CNMT office, B246 Science Building.

Earning your final grade in this course

1. All minimum competency evaluations are pass-fail and have no point value attached to them. If you pass all three evaluations, you move on to point-earning assignments. If you don't pass one of the evaluations by the second try, any points you have earned beyond the minimum competency evaluations do not count toward your final semester grade.
2. If you have passed all the minimum competency evaluations, you will earn at least a grade of D in the class. That is your starting point for further grading.
3. You will earn points toward your final grade by completing projects other than the minimum competency evaluations. The point value of each project will be announced with the project is announced. Some projects will be assigned before minimum competency evaluations to give you practice in the skills you are learning. Later projects will be more complex with higher point values.
4. Group-related projects may be assigned during the semester. If you complete some steps of a group project but don't contributed completed artwork to the full group project, you will not earn points toward your final grade for that group project, regardless of the amount of time and work put into planning and development. **You are required to contribute your assigned artwork to the group project before points toward your final grade will be awarded.**
5. During multi-step projects, D2L grades will be shown for each step of the project. Those point values will be counted toward your final grade only if you complete the entire project. If you don't complete the entire project the point values for earlier steps will be removed and will not count toward your final grade. The D2L points for individual steps are temporary and can be removed if you don't hand in the complete project by the final due date.
6. **Timeliness of handing in project steps is important. Project steps handed in more than 4 hours late will lose 20% of the available points per day it is late** (weekends not included). No points will be given if a project step is handed in more than five working days late, but you can continue with the project and earn points on later steps and the final project. I reserve the right to take individual student issues into consideration, so if you are having health or other issues, be sure to contact me via email before the due date.
7. Listening and responding to critiques is an important aspect of any artistic project. Watch for professor feedback on project steps in D2L. This feedback will help you improve your project as you continue the project development. **You are expected to show you have listened to this feedback by handing**

in an improved version of the step in question *and* incorporating that improvement in the final project.

8. **If you choose not to improve one step of one project based on the professor's feedback, the professor is no longer required to give feedback or give you a second chance to improve your project.** The points granted for future steps and future projects will be based directly on your first attempt and you forfeit the chance to improve point values for individual steps or final projects.

Breakdown of final semester grades

A = 94-100% of all points assigned to projects
A- = 90-93.99%
B+ = 87-89.99%
B = 84-86.99%
B- = 81-83.99%
C+ = 78-80.99%
C = 75-77.99%
C- = 72-74.99%
D+ = 70-71.99%
D = <69.99%

An F can only be earned if you do not pass one of the minimum competency evaluations given for Photoshop, Illustrator, and After Effects. Once those evaluations have earned a passing grade, the lowest score you can receive is a D.

The Role of Professor Katie Stern

My role is one of coach and mentor. Skills will be taught and practiced in class, and important concepts will be integrated into web and digital media projects. I am committed to helping every student succeed in this class.

The Role of the Student

As a student in this class, you are expected to be an **active learner.**

- You are encouraged to try new techniques explore creative ideas, make mistakes, get lost, and need help. Approach each program or project with a sense of play. Your professor will help you get back on track if needed.
- You are expected to experiment with the software, explore the programs, and try to understand how the software "thinks." If you are familiar with the material being taught during class, you are expected to go online during class and do tutorials that expand your ability to use the software.
- You are expected to do online tutorials when assigned, and then apply that knowledge to real world projects.
- You are strongly encouraged to ask as many questions as needed to understand the programs. You are also expected to write down the answers and refer to those notes in the future.

Lynda.com

As a UWSP student, you are granted free access to Lynda.com. While specific tutorials will be assigned in class, you are encouraged to watch as many tutorials as you like on this website. There is no restriction to how many you can watch.

Attendance

Students are expected to attend class. Students who miss class must obtain notes from fellow students. Because this is a hands-on class, it is impossible for the professor to repeat full classes for students who don't attend class. Information on the Attendance Policy can be found at http://www.uwsp.edu/regrec/Pages/Attendance-Roster.aspx .

Final Exams

The final exam for this course is 10:15 a.m. – 12:15 p.m. Thursday, Dec. 21st in A224 Science.

In an Emergency:

- In the event of a medical emergency, call 911 or use the red emergency phone located to the right of the pendulum in the 2nd floor hallway of the Science Building. Offer assistance if trained and willing to do so. Guide emergency responders to victim.

- In the event of a tornado warning, proceed to the lowest level interior room without window exposure on the first floor lavatory in the Science Building. If time or space do not allow, go to A224 or A225 Science Building or remain in the hallways around those classrooms. See http://www.uwsp.edu/rmgt/Pages/em/procedures/other/floor-plans.aspx for floor plans showing severe weather shelters on campus. Avoid wide-span rooms and buildings.
- In the event of a fire alarm, evacuate the building in a calm manner. Meet at the far end of the new science building currently under construction. The Ministry Medical Center will be across the street from where we would meet. Notify the professor or emergency command personnel of any missing individuals.
- Active Shooter – Run/Escape, Hide, Fight. If trapped hide, lock doors, turn off lights, spread out and remain quiet. Follow instructions of emergency responders.
- Watch the Active Shooter video at: https://campus.uwsp.edu/sites/rmgt/campus/SitePages/Shots%20Fired%20-%20Lightning%20Strikes.aspx
- See UW-Stevens Point Emergency Management Plan at www.uwsp.edu/rmgt for details on all emergency response at UW-Stevens Point.

Student Academic Standards and Disciplinary Procedures
UWSP has specific guidelines regarding student rights and responsibilities in class and on campus explained at https://www.uwsp.edu/dos/Pages/Academic-Concerns%20for%20Students.aspx
Student academic standards and disciplinary procedures are explained at https://www.uwsp.edu/dos/Pages/Academic-Misconduct.aspx and https://www.uwsp.edu/dos/Documents/AcademicIntegrityBrochure.pdf

Disability Services
For information on **accommodations** available to students with disabilities, visit the Office of Disability Services in room 609 Learning Resource Center (715-346-3365) or their website: http://www.uwsp.edu/disability/Pages/default.aspx . The registration process is a complex and lengthy one (2-3 weeks). Start the process now by contacting Disability Services at 715-346-3365 or emailing datctr@uwsp.edu and/or by completing the Request for Services.pdf

Information on assistive technology can be found at:
http://www.uwsp.edu/disability/Pages/assistiveTechnology.aspx