

Graphic Communications & Design

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Name _____ Class Period _____

Course Name _____ Course# _____

Advanced Graphic Output Processes

Course Number: 48.57000

This is the third course in graphic communications pathway. The student will gain experience in successfully completing the output processes of various projects in an increasingly independent manner from direct teacher control. Students will also learn to manage the output and completion process as a whole including customer relations management, printing, finishing, and binding. Upon successful completion of the course, students are prepared to move into employment or a post-secondary education environment where self-motivation and a high level of skill are expected. The prerequisite for this course is Graphic Design and Production and Intro to Graphic Design. No sophomore or freshmen student should be in this class.

NOTE: An End of Pathway Assessment (EOPA) will be administered after 3 units of study have been successfully completed. This course includes a cumulative exam at the end of the semester which includes a written and performance exam that counts 20% of the second semester's grade.

Graphics Communications & Design - Course Description

These courses provide a professional gateway to the graphic communications field as it relates to personal communications skills and the professional employment. Each student will be guided in increasing their knowledge of relevant graphic concepts and procedures. Every student is responsible for their assignments and the proper use of equipment. This course will consist of performance objectives and hands-on lab assignments.

All of the objectives and standards for this class may be found at <http://www.gadoe.org/Curriculum-Instruction-and-Assessment/CTAE/Pages/cluster-AAVTC.aspx> and select the specific course under Graphic Design.

SkillsUSA is a student organization for CTE classes that offers opportunities for leadership development and competitions. I encourage all students to join the SkillsUSA organization. Membership is \$20.00. SkillsUSA isn't limited to graphics students only, so invite your friends.

Everyone is required to keep an organized electronic portfolio which is graded regularly. It is not required to have, but STRONGLY recommended that you have at least a 4+GB flash drive. Electronics are tricky and, we have lost important information without notice and not

had a way to back it up if it wasn't kept on a personal flash drive. This is YOUR responsibility. DO NOT SAVE WORK ON COMPUTER HARD DRIVES. SAVE ON CLOUDS OR FLASH DRIVES ONLY.

You will be working individually and with partners in this course. Google Classroom (GC) is where you will find all of my classwork this year. Of course, I will be here to help you if you need it! Assignments & deadlines will be assigned regularly and they will be key components in your final grade average. Teamwork and mutual respect for each other's property is expected as they mirror the normal school & employment expectations that will follow your high school graduation. They will be calculated into an "employability skills" grade.

Google Classroom

To encourage blended learning, online assignments will be posted weekly through Google Classroom. At least one Google Classroom assignment per week will be graded and entered in Infinite Campus. Students should be familiar with how to navigate the online platform, communicate with their teacher, and submit assignments on time. If there are technology limitations, please notify the teacher.

If you are unwilling or not interested in completing individual assignments on a posted deadline, this elective class is probably not suited for you.

Successful students are mature, creative, and understand the necessity of following instructions and benefits of teamwork.

Being organized, exhibiting proper work ethics will impact your grade and any future career avenue you select.

Textbooks

This course uses a "classroom" set of textbooks. No textbooks are issued to individuals. Books may be checked out as required. Students are responsible for using these books properly and will be required to pay for their reimbursement if they vandalize the book. **Replacement cost: \$50.00.** This course also provides the use of an on-line textbook, Graphic Communications, 5th Edition, valuable for any homework/make-up work. To access the on-line textbook log onto the following website: www.q-wonlinetextbooks.com/. The username is vhs01 and the password is gc10.

General Course Objectives

Students should be able to:

- ✓ Organize ideas and communicate in a clear and concise manner
- ✓ Chose ethical courses of action
- ✓ Take the initiative to accomplish tasks in a timely manner
- ✓ Utilize & properly employ a variety of graphic technologies
- ✓ List the elements and procedures to create a successful graphic message/image
- ✓ Demonstrate adaptability, dependability, and responsibility. Exhibit positive employment behaviors that include: tolerance, honesty, empathy and courtesy
- ✓ Use a plan of action making modifications as needed to achieve stated objectives

Please keep in mind that the student is responsible for the maintenance and safekeeping of their personal equipment & property. VHS or any of its employees are not responsible for the security of your personal property.

Semester Grading / Expenses

A=90-100 B=80-89 C=70-79 F=69 or below

45% Major - major projects, skill assessments, final portfolio

20% Minor - mini projects/skill builders, quizzes, critiques

15% Daily - sketch assignments, classwork, participation, employability skills

20% Final – cumulative final exam

NO FOOD OR DRINKS ALLOWED IN CLASSROOM.

The \$20 per semester lab fee (you create, produce & keep everything – think special occasions & portfolio contents) covers/personal projects. Students must pay for materials **before** producing any additional lab projects. Everyone using the lab agrees to follow computer guidelines and utilize lab tools & equipment with instructor's permission and discretion. If additional materials are needed for production, those may require purchase.

Expectations in the classroom:

- If an assignment is missed on the due date, a zero is put in the gradebook of Infinite Campus. It is the **RESPONSIBILITY of the STUDENT** to email me once they have submitted the assignment to Google Classroom to get credit for the assignment.
- Belongings (backpacks, lunch bags, water bottles, purses, gym bags, etc) will be left just inside the door of the classroom to alleviate clutter around the computer areas.
- Students will wipe down the work area when they depart and remove any trash.
- Extend some grace to one another.
- Let's have the best year ever!