



**Course Syllabus: Computers for Artists**  
**Juanita & Ralph Harvey School of Visual Arts**  
**ART 1333, Fall 2023**  
**T/TH 5-7:50pm**

Instructor: Jean Shon  
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*The information contained in this class syllabus is subject to change without notice. Students are expected to be aware of any additional course policies presented by the instructor during the course.*

**Course Description**

Prerequisite(s): There is no prerequisite for this course.

Introductory studio experience in using the computer as a creative medium. Emphasizes hands-on software training directed towards the art of visual design and aesthetic expression. Topics include digital imaging, motion graphics, editing, and animation. Will also trace the central role played by computers in the field of the electronic arts from pioneering efforts to current trends.

**Course Objectives**

Demonstrate a knowledge of the Macintosh operating system. Define the basic computer terminology used to create computer generated art. Demonstrate a knowledge of techniques for creating basic designs to supplement and enhance other art mediums. Gain an understanding of scanners and printing processes.

**Class Format**

- Demonstrations
- Presentations
- In class exercises and studio time
- Class Discussions and Critique
- Gallery/Museum visits

**Student Handbook**

Refer to: [Student Handbook-2021-22](#)

## Academic Misconduct Policy & Procedures

Academic Dishonesty: Cheating, collusion, and plagiarism (the act of using source material of other persons, either published or unpublished, without following the accepted techniques of crediting, or the submission for credit of work not the individual's to whom credit is given). Additional guidelines on procedures in these matters may be found in the Office of Student Conduct.

[Office of Student Conduct](#)

Artificial Intelligence (AI): The use of generative AI tools (such as ChatGPT) is not permitted in this course; therefore, any use of AI tools for work in this class may be considered a violation of Texas Tech's Academic Integrity policy and the Student Code of Conduct since the work is not your own. The use of unauthorized AI tools will result in referral to the Office of Student Conduct.

## Grading

Grading Scale: A=9 to 10, B= 7 to 8, C= 4 to 6, D= 2 to 3, F= 0-1

Evaluation Explanation:

A=Superior work. Excellent development in skill, exploration and expression.

B=Above average development in skill; exploration and expression.

C=Average work. Meeting the assignment requirements. Recommend greater need for study in academic comprehension and technical skills.

D=Below average performance. Requires greater study to improve academic understanding, perceptual and technical skills.

F=Performance indicates little or no progress in academic understanding, perceptual and technical skills. Quality of work not on level of necessary time and study. Showing little willingness or effort to improve skills.

Turning in assignments on time, participating in class discussions and attending class are the basic responsibilities of every student and will result in a "C." You will be graded on Creativity, Craft, and Content. **All work must be made specifically for this class, during this class.**

## Grading Breakdown

Participation & in class exercises: 25%

Projects (3): 75%

## Required Materials

- Adobe Photoshop, Illustrator, and Premiere
- USB Drive and/or External Hard Drive
- One Inkjet cartridge for Canon or Epson printers
- Inkjet compatible photo paper. Red River or Canson brand paper is recommended.
- Camera – DSLR or mirrorless camera recommended, but high quality phone camera is acceptable

## **Projects**

All work is expected to be completed and ready for presentation at the assigned date. It is EXTREMELY important to stay up to date with assignments and projects. Late work is unacceptable. Every effort must be made to turn projects in on time.

Project I: Imaginary Scene

Project II: Typography Portrait

Project III: Short Film

## **Late Work**

Late assignments will NOT be accepted. All work is due on the assigned day. You are responsible for contacting the instructor if you are absent. Absence is not an excuse; it is your responsibility to turn in your assignment on time.

## **Attendance**

Each student is allowed three absences without penalty. Each additional absence will result in the lowering of a full letter grade. More than five absences will result in a failing grade. Absences will not be excused without a valid doctor's note, bereavement note, disabilities services registration, etc. Do not expect your absence to be excused without consultation with the instructor.

Entering class late is when the instructor has already started lecture, around 10 minutes into class. Late arrivals and leaving early from class three times will count as one absence. More than 20 minutes late to class will count as an absence.

Absences during critiques will not be tolerated. If you miss or are late for critique (even if your work was already critiqued), your grade for the assignment will be lowered accordingly, unless it is excused in advance or an emergency. Be considerate to your classmates and the work they put in. Lectures and demonstrations are not repeated.

## **Critique**

- A critique is an oral or written discussion strategy used to analyze, describe, and interpret works of art. Critiques help students hone their persuasive oral, information-gathering, and justification skills.
- Critiques by their very nature cover this variety of the topics ranging from identity, gender, politics, race and religion. It is the instructor's role to both mediate the critique discussion and expand on the subject matter so all the students in the class can learn. Students must understand that the topics covered in class are not necessarily personal opinions of the instructor or of the students but rather points of debate.
- If a student feels uncomfortable for any reason or subject matter, they should feel secure and safe in contacting the instructor to see what can be done about.
- As useful and informative as critiques hopefully are to a student during a class, they are NOT the determining factor for the production grade.

## **Instructor Class Policies**

Classroom Etiquette:

- Each student must be prepared for class, having completed all reading assignments and arriving with any required materials. In-class performance, work, and participation will be graded. All students will be expected to contribute to critiques of the

assignments and final projects, offering constructive criticism to their peers, and providing useful commentary about the work under discussion.

- Silence your devices before entering the classroom. If you are found using your phone, tablet or the class computer for something other than class work (i.e. texting, social media, YouTube and so on) you will be asked to leave the class and will receive an absence for the day.
- Treat everyone in the class with respect and dignity.
- Help each other as you will learn as much from each other as you will learn from your instructor. I will do my best to create a safe, fun environment where you feel excited to make work.
- Disruptive and disrespectful behavior will not be tolerated. Tardiness is disruptive, so be on time. If you must arrive late, make as little noise as possible.

Active participation and involvement during class includes:

- Giving your full attention to instructor and classmates
- Having an open-minded outlook
- Participating in exercises and assignments
- No headphones, except during individual assignments
- Giving feedback during discussions and critiques

All students are expected to be fully engaged and contribute thoughtful comments in critique and discussion. Critically expressing your thoughts about the topic at hand and about other students' work will help you grow as an artist.

### **Studio Access and Health and Safety Rules**

The computer lab is available for your use whenever scheduled classes are not in session. Wearing a mask is encouraged. Use hand sanitizer before using the E26 spray bottle to clean your keyboard and mouse before and after use. No eating or drinking in the lab.

IF YOU ARE IN THE BUILDING AFTER CLASS HOURS, YOU MUST BE ABLE TO PROVIDE YOUR STUDENT ID AND PROOF OF ENROLLMENT IN CLASS IF AN OFFICER ASKS FOR IT. IF YOU HAVE A PROBLEM AND NEED ASSISTANCE, CALL THE CAMPUS POLICE AT 397-4239.

### **Studio Maintenance**

General studio clean up will be the last 15 minutes of each class session. Students will maintain discipline in studio safety precautions, maintenance and up keep throughout the semester. The instructor will drop those students not willing to take active part in those goals.

### **Important Dates**

Last day for term schedule changes: Change of Schedule and Late Registration: August 28-31. Check date on [Academic Calendar](#).

Deadline to file for graduation: October 2. Check date on [Academic Calendar](#).

Last Day to drop with a grade of "W:" Last Day for "W", 4:00 p.m. – Drops after this date will receive grades of "F.": October 30. Check date on [Academic Calendar](#).

Refer to: [Drops, Withdrawals & Void](#)

### **Desire-to-Learn (D2L)**

D2L is an official means of communication and repository for this class's recordings. Please check D2L content and email daily. These include, syllabus, assignments, lectures, grading and attendance.

Extensive use of the MSU D2L program is a part of this course. Each student is expected to be familiar with this program as it provides a primary source of communication regarding assignments, examination materials, and general course information. You can log into [D2L](#) through the MSU Homepage. If you experience difficulties, please contact the technicians listed for the program or contact your instructor.

### **Change of Schedule**

A student dropping a course (but not withdrawing from the University) within the first 12 class days of a regular semester or the first four class days of a summer semester is eligible for a 100% refund of applicable tuition and fees. Dates are published in the Schedule of Classes each semester.

### **Refund and Repayment Policy**

A student who withdraws or is administratively withdrawn from Midwestern State University (MSU) may be eligible to receive a refund for all or a portion of the tuition, fees and room/board charges that were paid to MSU for the semester. HOWEVER, if the student received financial aid (federal/state/institutional grants, loans and/or scholarships), all or a portion of the refund may be returned to the financial aid programs. As described below, two formulas (federal and state) exist in determining the amount of the refund. (Examples of each refund calculation will be made available upon request).

### **Services for Students with Disabilities**

In accordance with Section 504 of the Federal Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990, Midwestern State University endeavors to make reasonable accommodations to ensure equal opportunity for qualified persons with disabilities to participate in all educational, social, and recreational programs and activities. After notification of acceptance, students requiring accommodations should make application for such assistance through Disability Support Services, located in the Clark Student Center, Room 168, (940) 397-4140. Current documentation of a disability will be required in order to provide appropriate services, and each request will be individually reviewed. For more details, please go to [Disability Support Services](#).

### **College Policies**

Campus Carry Rules/Policies

Refer to: [Campus Carry Rules and Policies](#)

Smoking/Tobacco Policy

College policy strictly prohibits the use of tobacco products in any building owned or operated by WATC. Adult students may smoke only in the outside designated-smoking areas at each location.

Alcohol and Drug Policy

To comply with the Drug Free Schools and Communities Act of 1989 and subsequent amendments, students and employees of Midwestern State are informed that strictly

enforced policies are in place which prohibits the unlawful possession, use or distribution of any illicit drugs, including alcohol, on university property or as part of any university-sponsored activity. Students and employees are also subject to all applicable legal sanctions under local, state and federal law for any offenses involving illicit drugs on University property or at University-sponsored activities.

#### Active Shooter

The safety and security of our campus is the responsibility of everyone in our community. Each of us has an obligation to be prepared to appropriately respond to threats to our campus, such as an active aggressor. Please review the information provided by MSU Police Department regarding the options and strategies we can all use to stay safe during difficult situations. For more information, visit [MSUReady – Active Shooter](#). Students are encouraged to watch the video entitled “*Run. Hide. Fight.*” which may be electronically accessed via the University police department’s webpage: [“Run. Hide. Fight.”](#)

#### **Grade Appeal Process**

Update as needed. Students who wish to appeal a grade should consult the Midwestern State University [MSU Catalog](#)

## **Deliverables**

*Specific assignment guidelines will be provided for every assignment. All work must be in final presentation format at the time of the review.*

### **1. Project 1: Imaginary Scene (25%)**

Create an imaginary scene using Photoshop tools, adjustments, selections, compositing techniques, and more. What kind of story do you want to tell? Is it dreamy, dark, mysterious, magical? The scene can be fantastical, surrealistic, or realistic. However, you must produce a scene you can't possibly photograph—after all, it is imaginary!

- Due Date: Thursday, Sept 28<sup>th</sup>

### **2. Project 2: Typographical Portrait (25%)**

Create a self-portrait using typographic characters (letterforms, numbers, and punctuation). Think about what aspects of yourself that you want to showcase, both physically, mentally, and emotionally. Your portrait must have abstract elements that reflect your character and identity. Your piece can and should be predominantly black and white, only selecting certain prominent features to represent in color.

- Due Date: Tuesday, Oct 31<sup>st</sup>

### **3. Project 3: Short Film (25%)**

You will create a **short film, trailer, or opening credits** about a particular topic, question, or place, real or imagined. Consider Wichita Falls through a line of questioning, most likely it will be critical that the place you interview or record people and scenes for your film. The purpose of this film will be to become familiar with time-based media, planning, filming, and executing a narrative project while learning how to use video editing software.

- Due Date: Tuesday, Dec 5<sup>th</sup>

<b>Week</b>	<b>Day</b>	<b>Description</b>
1	Aug 29	Introduction: Syllabus, Requirements, Objectives, Supplies Deliverables (Participation, Assignments) Intro to Adobe Programs
	Aug 31	Photoshop Introduction: Workspace, Tools
2	Sept 5	Photoshop: Basic Selections
	Sept 7	Photoshop: Layers, Adjustment Layers, Masks
3	Sept 12	Photoshop: Sample Imaginary Scene
	Sept 14	<b>Art Camp (No Class)</b>
4	Sept 19	Photoshop: Content Aware, Special Effects, Compositing
	Sept 21	<b>Print/Scan Demo</b> Lab Time: Class editing and printing Individual meetings
5	Sept 26	Lab Time: Class editing and printing Individual meetings
	Sept 28	<b>Critique I: Imaginary Scene</b>
6	Oct 3	<b>Critique I: Imaginary Scene</b>
	Oct 5	Illustrator Introduction: Workspace, Drawing Basics
7	Oct 10	Illustrator: Color, Gradient
	Oct 12	Illustrator: Typography



8	Oct 17	Illustrator: Path Drawing, Strokes
	Oct 19	Illustrator: Construction, Effects
9	Oct 24	Lab Time: Class editing and printing Individual meetings
	Oct 26	Lab Time: Class editing and printing Individual meetings
10	Oct 31	<b>Critique II: Typography Portrait</b>
	Nov 2	<b>Critique II: Typography Portrait</b>
11	Nov 7	Premiere Introduction: Workspace
	Nov 9	Premiere: Organization, Basic Editing
12	Nov 14	Premiere: Trim Tools, Additional Editing and Organization
	Nov 16	Premiere: Audio Editing, Stills/Graphics
13	Nov 21	Premiere: Effects, Titles, Color Correction
	Nov 23	Thanksgiving: No Class
14	Nov 28	Lab Time: Class editing and printing Individual meetings
	Nov 30	Lab Time: Class editing and printing Individual meetings
15	Dec 5	<b>Critique III: Short Film</b>
	Dec 7	<b>Critique III: Short Film</b>