

Bergen Community College
Division of Arts and Humanities
Department of Art

Computer Layout II, Art-288

Date of Most Recent Syllabus Revision: Spring 2011
 Course Typically Offered: Fall X Spring X Summer Every Semester Other
 Syllabus last reviewed by: BCC General Education Committee Date:
 (Most courses need review Ad Hoc Committee on Learning Assessment Date:
 by only one of the following) Curriculum Committee: X Date: Pre-1998

A syllabus for this course must include as much of the following information as is applicable. It is understood that syllabi will vary considerably from department to department, program to program, and discipline to discipline, contingent upon departmental, program, and discipline policies and practices. In adopting these guidelines, there is no intention to impose a "one size fits all" syllabus or course outline format on departments, programs, and disciplines.

Basic Information About Course and Instructor

Semester and Year: Spring 2011 Course and Section Number: Art-288-001 Meeting Times and Locations: W-319	Instructor: Fariba Hajamadi Office Location: W-311 Phone: 201-493-3532 Office Hours: Email Address: fhajamadi@bergen.edu
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Course Description

ART-288 Computer Layout II: This course will take the students familiar with traditional Graphic Design beyond the basics of Layout and Design. This is an advanced class in Graphic Design using the layout software such as In Design or QuarkXpress on the Apple Macintosh Platform. Various implication of two-dimensional design in print will be explored. The course emphasizes acquiring advanced skills in creating design and layout using layout software.
 Prerequisite: ART-287, ART-289, ART-297

Student Learning Objectives: As a result of meeting the requirements in this course, students will

- Acquire advanced skills using design layout applications
- Construct complex layouts from start to finish
- Demonstrate creative concept development in design
- Solve design problems in layout construction

Means of Assessment

The following methods will be used to assess the learning objectives of this course:

- Weekly assignment will be used to evaluate layout software skills and creativity in design
- Final project presentation

Course Content

This course provides students with basic skills for creating electronic page layout using InDesign and QuarkXpress software. Students will be introduced to industry standards used in designing for publishing.
 Structure of class:
 Each class will include lecture, demonstration, and discussion of projects or assignments.
 Students are expected to

- Come to class prepared to work on the weeks' assignments, which includes bringing the necessary reference material collected outside Lab hours.

- Spend a minimum of four hours per week, in out of class work, in free lab time or on home workstation.
- Complete readings and conduct research for completing assignments.

Special Features of the Course

In addition to the layout software students will be using Extensis Suit Case, Adobe Photoshop, Illustrator, browser software and Microsoft Word on Macintosh computers.

Course Texts and/or Other Study Materials

Required Text: InDesign CS5 for Macintosh and Windows: Visual QuickStart Guide, Sandee Cohen, Peachpit Press; ISBN-10: 0321705203, ISBN-13: 978-0321705204
Price: \$15 to \$20

Grading Policy

- Class attendance and participation 20%
- Successful completion of all assignments 40%
- Final project presentation 20%
- Creative evaluation 20%

Midterm and Final Grade: Only student present in class for Midterm and Final Critique will be graded.

Projects, assignments, are evaluated based on achievement of technical skills, creative concept development, thoughtfulness, attention to detail, effort, and originality of approach.

This course primarily uses hands-on learning; therefore class participation is an essential component of student success.

As per the College grading policy, F= failure, D = below average, C = average, B = above average, A = extraordinary.

Class Participation

Your preparation and contributions to class activities, your timely arrival to each class, your attendance, your attentiveness, your behavior, and your attitude towards the course determine your class participation. It may affect your final grade in a positive or negative manner and will affect your final grade average.

Assignments

All assignments are due weekly and will be graded weekly.

All assignments are to be completed in Mac Format.

There will be no make up dates for Midterm or final Critique.

BCC Attendance Policy:

All students are expected to attend punctually every scheduled meeting of each course in which they are registered.

Attendance and lateness policies and sanctions are to be determined by the instructor for each section of each course.

These will be established in writing on the individual course outline.

Attendance will be kept by the instructor for administrative and counseling purposes.

Instructor Policy: Students are expected to attend all classes. In the event of an occasional absence you will be responsible for making up missed lessons and assignments. Arriving late or leaving early will count as a partial absence and will affect your grade. 4 absences will equal an F grade.

Course Outline and Calendar

Week	Topic
Week 01 <i>Chapter 1_2</i>	Introduction, Formatting Paragraphs, Font Management
Week 02 Chapter 3	Document presets, Document preferences, Line and character Spacing, Hanging indents, Hidden characters (P. 74), Glyph panel, Tabs
Week 03 Chapter 3	Text Flow, Text Frame Options, Special characters (P. 85)
Week 04 Chapter 5 & 8	Working with Color, Imported Graphic
Week 05 Chapters 9 & 13	Text Effects, Tabs and Tables
Week 06 Chapters 13&15	Styles
Week 07 Chapter 10 & 19	Master Pages, Output
Week 08	M I D T E R M R E V I E W
Week 09 Chapter 10	Books
Week 10	T e s t i n g y o u r s k i l l s
Week 11 Chapter 10 & 14	Books, Automating your work
Week 12 Chapter 20	Typography
Week 13	Quark Introduction, Quark Style Sheets
Week 14	Quark Master Pages
Week 15 Chapter	Review and printing for Final Critique
Week 16	F I N A L R E V I E W & C R I T I Q U E

Note to Students: This Course Outline and Calendar is tentative and subject to change, depending upon the progress of the class.