

CIST 2531 – Web Graphics II

****Disclaimer Statements****

*****Instructor reserves the right to change the syllabus and/or lesson plan as necessary.*****

*****The official copy of the syllabus is located inside the student's online course shell or will be given to them during face to face class time the first day of the semester. The syllabus displayed in advance of the semester in a location other than the course you are enrolled in is for planning purposes only.*****



CIST 2531 – Web Graphics II COURSE SYLLABUS

***HYBRID**

Summer Semester 2017

***Tentative – Subject to Change*

Semester: 201716 Summer 2017
Course Title: Web Graphics II
Course Number: CIST 2531
Credit Hours/ Minutes: 3 / 3000
Class Location: Room 812 Med Tech Bldg (Vidalia)
Class Meets: 40% Hybrid / 60% Classroom
Mon and Wed 8:15–10:00 / 9 wks
CRN: 60175

Instructor: Mr. John Taylor
Office Hours: 3:00-5:30pm Mon-Thu
Office Location: Room 810 Med Tech Bldg (Vidalia)
Email Address: jtaylor@southeasterntech.edu
Phone: 912-538-3116
Fax Number: 912-538-3106
Tutoring Hours: (Contact Instructor to schedule)

***This course is taught in a hybrid format. Hybrid classes require students to complete a portion of the required contact hours traditionally by attending classes on campus while completing the remaining portion online at the student's convenience with respect to the instructor's requirements.**

REQUIRED TEXT:



Photoshop Workbook, The: Professional Retouching and Compositing Tips, Tricks, and Techniques

Glyn Dewis
ISBN-10: 0134008464
ISBN-13: 9780134008462

©2015 • Peachpit Press • Paper, 288 pp
Published 12/22/2014

You can purchase from the STC bookstore
stcbookstore@southeasterntech.edu or 912-538-3129.

REQUIRED SUPPLIES & SOFTWARE: Internet access, Python interpreter software.

Note: Although students can use their smart phones and tablets to access the online portion of their course(s), exams, discussions, assignments, and other graded activities should be performed on a personal computer. Neither Blackboard nor GVTC provide technical support for issues relating to the use of a smart phone or tablet so students are advised to not rely on these devices to complete the online portion of the course.

COURSE DESCRIPTION: Students will further explore how to use an industry standard or open-source graphics software program to create Web ready images and Web pages. Topics include advanced image correction techniques and adjustments, typography and interpolation as well as conditional scripting statements and arrays.

MAJOR COURSE COMPETENCIES / COURSE OUTLINE:

1. Curves and Adjustment Layers
2. Color Correction and Balancing
3. Typography and Interpolation
4. Web Creation Project.

PREREQUISITE(S): CIST 1530 – Web Graphics I

GENERAL EDUCATION CORE COMPETENCIES: STC has identified the following general education core competencies that graduates will attain:

1. The ability to utilize standard written English.
2. The ability to solve practical mathematical problems.
3. The ability to read, analyze, and interpret information.

STUDENT REQUIREMENTS (Hybrid): Students are expected to complete all work shown on the attached assignment sheet. Students are also expected to complete all tests and comprehensive problems on the dates specified on the attached calendar. **Students will have at least one week to complete tests and assignments. All tests and assignments are due at 11:55 PM on Wednesday of each week. Assignments will be saved to the students P:/cist2531 folder on STCs network drive.** Assignments are given with numerous days to complete; therefore **no assignment will be accepted late. After the due date a grade of zero will be given.** Exceptions to the due dates of assignments due to jury duty, military duty, court duty, or required job training will be made at the discretion of the instructor. Students are responsible for policies and procedures included in the *STC Catalog*. **CIST program students must earn a minimum grade of C in this course. Unannounced quizzes/assignments may be given. Students who miss an unannounced quiz or assignment will receive a grade of 0.**

EMAILS: Prefer method of communication should be thru **STC student EMAIL**. Make sure that you always type your name and class in the subject line of every email you send me so I know which class you are in. **For example: CIST2531 Taylor**

CHECKING GRADES: A grade book is made available in the BLACKBOARD course on the main page when students log in. This grade book is for students to review and is continuously updated throughout the semester. Students can click **My Grades** on the menu at any time to see the individual grades for each assignment. The overall percentage averages should display in the grade book to help track course progress.

SURFING THE WEB WHILE IN CLASS: For each time a student is caught on Facebook or a site that is not approved by the instructor, student will be dismissed from class with an absence given for attendance.

CELL PHONE USING IN CLASS: Cell phone usage is not allowed in the classroom. Any student caught using a phone or answering a call during class will have a 5 point deduction on the next Exam/Test.

ATTENDANCE GUIDELINES: Class attendance is a very important aspect of a student's success. Being absent from class prevents students from receiving the full benefit of a course and also interrupts the learning process. Southeastern Technical College considers both tardiness and leaving early as types of absenteeism. Responsibility for class attendance rests with the student. Regular and punctual attendance at all scheduled classes is required for student success. Students will be expected to complete all work required by the instructor as described in the individual course syllabus.

Instructors have the right to give unannounced quizzes/assignments. Students who miss an unannounced quiz or assignment will receive a grade of 0. Students who stop attending class, but do not formally withdraw, may receive a grade of F and face financial aid repercussions in upcoming semesters.

Instructors are responsible for determining whether missed work may be made up and the content and dates for makeup work is at the discretion of the instructor.

Students will not be withdrawn by an instructor for attendance; however, all instructors will keep records of graded assignments and student participation in course activities. The completion dates of these activities will be used to determine a student's last date of attendance in the event a student withdraws, stops attending, or receives an F in a course.

SPECIAL NEEDS: Students with disabilities who believe that they may need accommodations in this class based on the impact of a disability are encouraged to contact Helen Thomas, 912-538-3126, hthomas@southeasterntech.edu, to coordinate reasonable accommodations.

SPECIFIC ABSENCES: Provisions for Instructional Time missed because of documented absences due to jury duty, military duty, court duty, or required job training will be made at the discretion of the instructor.

PREGNANCY: Southeastern Technical College does not discriminate on the basis of pregnancy. However, we can offer accommodations to students who are pregnant that need special consideration to successfully complete the course. If you think you will need accommodations due to pregnancy, please advise me and make appropriate arrangements with Helen Thomas, 912-538-3126, hthomas@southeasterntech.edu.

WITHDRAWAL PROCEDURE: Students wishing to officially withdraw from a course(s) or all courses after the drop/add period and prior to the 65% portion of the semester (date will be posted on the school calendar) must speak with a Career Counselor in Student Affairs and complete a Student Withdrawal Form. A grade of "W" is assigned when the student completes the withdrawal form from the course.

Students who are dropped from courses due to attendance (see your course syllabus for attendance policy) after drop/add until the 65% point of the semester will receive a "W" for the course. Abandoning a course(s) instead of following official withdrawal procedures may result in a grade of 'F' being assigned.

After the 65% portion of the semester, the student will receive a grade for the course. (Please note: A zero will be given for all missed assignments.)

There is no refund for partial reduction of hours. Withdrawals may affect students' eligibility for financial aid for the current semester and in the future, so a student must also speak with a representative of the Financial Aid Office to determine any financial penalties that may be assessed due to the withdrawal. All grades, including grades of 'W', will count in attempted hour calculations for the purpose of Financial Aid.

Remember - Informing your instructor that you will not return to his/her course does not satisfy the approved withdrawal procedure outlined above.

MAKEUP GUIDELINES (Tests, quizzes, homework, projects, etc...): Students are required to take all tests scheduled during the semester. Failure to take Tests/Exam(s), and assignments **will result in a grade of zero. There will be no makeup of Exams or Assignments.** If Internet or browser failure occurs, contact instructor immediately. A decision will be made at that time if the assignment will be reset. Instructor reserves the right to deduct points from the scores for exceeding the scheduled time limit on the assignment/exam. **Note: If student notifies instructor about problems because of technical issues after the due date or on the last day of the semester, the student will NOT be allowed to make-up the assignment. No exceptions! Assignments must be turned in on the assigned date and will not be accepted late, a grade of zero will be given. ALL Assignment's are due according to the lesson plan.**

No Harm No Foul Policy: It is the student's responsibility to drop courses during the first three days by completing a withdrawal form with a Counselor in Student Affairs. If a student comes to class during the first three days or any day during this time, the student will be dropped with no penalty **only** if they have completed the Withdrawal Form with Student Affairs by the close of business on the third business day of the quarter. (For **SUMMER** semester, that day will be **May 22, 2017**.) **The student must formally withdraw from classes in order to receive the no harm-no foul benefit.**

DROPPING COURSES BEFORE THE CLASS HAS BEGUN: Students wishing to withdraw from one or all courses prior to the first day of class need to go to Banner Web and drop their classes. Please note that a registration access number will be needed as well as a student's ID number and PIN. If the registration access number is unknown, the student will need to contact the registrar.

ACADEMIC DISHONESTY POLICY: The STC Academic Dishonesty Policy states *All forms of academic dishonesty, including but not limited to cheating on tests, plagiarism, collusion, and falsification of information, will call for discipline.* The policy can also be found in the *STC Catalog and Student Handbook.*

Procedure for Academic Misconduct

The procedure for dealing with academic misconduct and dishonesty is as follows:

--First Offense--

Student will be assigned a grade of "0" for the test or assignment. Instructor keeps a record in course/program files and notes as first offense. The instructor will notify the student's program advisor, academic dean, and the Registrar at the student's home campus. The Registrar will input the incident into Banner for tracking purposes.

--Second Offense--

Student is given a grade of "WF" for the course in which offense occurs. The instructor will notify the student's program advisor, academic dean, and the Registrar at the student's home campus indicating a "WF" has been issued as a result of second offense. The Registrar will input the incident into Banner for tracking purposes.

--Third Offense--

Student is given a grade of "WF" for the course in which the offense occurs. The instructor will notify the student's program advisor, academic dean, and the Registrar at the student's home campus indicating a "WF" has been issued as a result of second offense. The Vice President for Student Affairs, or designee, will notify the student of suspension from college for a specified period of time. The Registrar will input the incident into Banner for tracking purposes.

STATEMENT OF NON-DISCRIMINATION: Southeastern Technical College does not discriminate on the basis of race, color, creed, national or ethnic origin, gender, religion, disability, age, disabled veteran, veteran of Vietnam Era or citizenship status, (except in those special circumstances permitted or mandated by law). This school is in compliance with Title VI of the Civil Rights Act of 1964, which prohibits discrimination on the basis of race, color, or national origin; with the provisions of Title IX of the Educational Amendments of 1972, which prohibits discrimination on the basis of gender; with the provisions of Section 504 of the Rehabilitation Act of 1973, which prohibits discrimination on the basis of handicap; and with the American with Disabilities Act (ADA).

The following individuals have been designated to handle inquiries regarding the nondiscrimination policies:

ADA/Section 504 - Equity- Title IX (Students) - OCR Compliance Officer	Title VI - Title IX (Employees) - EEOC Officer
Helen Thomas, Special Needs Specialist Vidalia Campus 3001 East 1 st Street, Vidalia Office 108 Phone: 912-538-3126 hthomas@southeasterntech.edu	Blythe Wilcox, Director of Human Resources Vidalia Campus 3001 East 1 st Street, Vidalia Office 138B Phone: 912-538-3147 bwilcox@southeasterntech.edu

GRIEVANCE PROCEDURES: Grievance procedures can be found in the Catalog and Handbook located on STC's website.

ACCESS TO TECHNOLOGY: Students can now access Blackboard, Remote Lab Access, Student Email, Library Databases (Galileo), and BannerWeb via the mySTC portal or by clicking the Current Students link on the STC website at www.southeasterntech.edu.

Grading Policy			Grading Scale		
Chapter Work		20%	A	EXCELLENT	100-90
Projects		20%	B	GOOD	89-80
Midterm Exam		20%	C	SATISFACTORY	79-70
Final Exam		20%	D*	POOR	69-60
Web Project		20%	F*	FAILING	59-0
TOTAL		100%	* Grade of D or below results in student repeating the class		

TCSG GUARANTEE/WARRANTY STATEMENT: *The Technical College System of Georgia guarantees employers that graduates of State Technical Colleges shall possess skills and knowledge as prescribed by State Curriculum Standards. Should any graduate employee within two years of graduation be deemed lacking in said skills, that student shall be retrained in any State Technical College at no charge for instructional costs to either the student or the employer.*

CIST 2531 – Web Graphics II
SUMMER Semester 2017 FY201716 Lesson Plan
 ***TENTATIVE – SUBJECT TO CHANGE

Date	Ch	Content ** Gray sections indicate Hybrid (online) work	Assignments & Tests Due	*Competency Area
Week 1 (May 17-21)				
Wed May 17		Class Introduction – Syllabi, Outline, Work Ethics, Rules, and Regulations Coverage	<p>Logon to the course on BLACLBOARD.</p> <p>All students: Click the Getting Started link. Complete all tasks located under the Start Here Items. You must complete the Pledge and Student Introduction tasks within the first 3 days of class. Otherwise, you will be dropped from the class!!!.</p> <p>To begin, go to Lessons / Chapter 1. Complete each item in order to maintain attendance for the class. You have assignments to complete that are due at the end of each week.</p> <p>Check the P: drive to verify you have a folder called cist2531 with all your data files for this course.</p>	1,4 a, c
	1	Selections and Cutouts	<p>Read and work thru Chapter 1 pp. 3-28. Save all work for this assignment in your P:\cist2531\Ch1 folder.</p>	
**			<p>Work on chapter assignments.</p> <p>CHAPTER 1 - ASSIGNMENTS DUE 05/31 BEFORE MIDNIGHT</p>	1,4 a
Week 2 (May 22-28)				
Mon May 22	1	Selections and Cutouts - continued	<p>Continue working thru Chapter 1 pp. 3-28. Save all work for this assignment in your P:\cist2531\Ch1 folder.</p>	2 a c
Wed May 24			<p>Continue working thru Chapter 1 pp. 3-28. Save all work for this assignment in your P:\cist2531\Ch1 folder.</p>	2 a c
**			<p>CHAPTER 1 - ASSIGNMENTS DUE 5/31 BEFORE MIDNIGHT</p>	2 a, c
Week 3 (May 29 - June 4)				
Monday May 29 HOLIDAY (No School)				
Wed May 31	2	The Power of Gray	<p>Read and work thru Chapter 2 pp. 29-61. Save all work for this assignment in your P:\cist2531\Ch2 folder.</p>	2 a, c
			<p>Work on chapter assignments.</p> <p>CHAPTER 2 - ASSIGNMENTS DUE 6/7 BEFORE MIDNIGHT</p>	2 a, c

Week 4 (June 5 - 11)				
Mon June 5	3	Lighting Effects	Read and work thru Chapter 3 pp. 63-85. Save all work for this assignment in your P:\cist2531\Ch3 folder.	2,4 a, c
Wed June 7			Assign Web Project. Work on chapter assignments and web project.	2,4 a, c
			Work on chapter assignments and web project. CHAPTER 3 - ASSIGNMENTS DUE 06/14 BEFORE MIDNIGHT	2,3,4 a, c
Week 5 (June 12 - 18)				
Mon June 12	4	Special Effects	Read and work thru Chapter 1 pp. 87-121. Save all work for this assignment in your P:\cist2531\Ch4 folder.	1,2,4 a, c
Wed June 14			Work on chapter assignments and web project.	1,2,4 a, c
			Work on chapter assignments and web project. CHAPTER 4 - ASSIGNMENTS DUE 06/21 BEFORE MIDNIGHT	1,2,4 a, c
Week 6 (June 19 - 25)				
Mon June 19	5	Compositing Quick Tips	Read and work thru Chapter 5 pp. 123-137. Save all work for this assignment in your P:\cist2531\Ch5 folder.	2,3 a, c
Wed June 21			Work on chapter assignments and web project. Review for Midterm Exam.	2,3 a, c
			Take Midterm Exam on BLACKBOARD. CHAPTER 5 - ASSIGNMENTS DUE 06/28 BEFORE MIDNIGHT	2,3 a, c
Week 7 (June 26 - July 2)				
Mon June 26	6	Character Portrait	Read and work thru Chapter 6 pp. 141-153. Save all work for this assignment in your P:\cist2531\Ch6 folder.	1,4 a, c
Wed June 28	7	Tough Guy	Read and work thru Chapter 7 pp. 155-165. Save all work for this assignment in your P:\cist2531\Ch7 folder.	2,3,4 a, c
			Work on chapter assignments and web project. CHAPTER 6 & 7 - ASSIGNMENTS DUE 07/12 BEFORE MIDNIGHT	2,3,4 a, c

SUMMER BREAK (No School) July 3 - 9

Week 8 (July 10 – 16)				
Mon July 10	8	Rhino Composite	Read and work thru Chapter 8 pp. 167-187. Save all work for this assignment in your P:\cist2531\Ch8 folder.	1,4 a, c
Wed July 12	9	Fairytale Scene	Read and work thru Chapter 9 pp. 189-219. Save all work for this assignment in your P:\cist2531\Ch9 folder.	1,4 a, c
			Work on chapter assignments and web project. CHAPTER 8 & 9 - ASSIGNMENTS DUE 07/19 BEFORE MIDNIGHT	1,4 a, c
Week 9 (July 17 - 23)				
Mon July 17	10	Retouching a Landscape	Read and work thru Chapter 10 pp. 221-233. Save all work for this assignment in your P:\cist2531\Ch10 folder.	2,4 a, c
Wed July 19			Work on chapter assignments and web project.	2,4 a, c
			Work on chapter assignments and web project. CHAPTER 10 - ASSIGNMENTS DUE 07/26 BEFORE MIDNIGHT	2,4 a, c
Week 10 (July 24 - 26)				
Mon July 24	11	Assassin	Read and work thru Chapter 11 pp. 235-261. Save all work for this assignment in your P:\cist2531\Ch11 folder.	3,4 a, c
Wed July 26			Take Final Exam on BLACKBOARD. Submit Web Project .	3,4 a, c
			Work on chapter assignments and web project. ALL ASSIGNMENTS DUE 07/28 BEFORE MIDNIGHT!!!	3,4 a, c

***MAJOR COURSE COMPETENCIES**

1. Curves and Adjustment Layers
2. Color Correction and Balancing
3. Typography and Interpolation
4. Web Creation Project

***GENERAL EDUCATION CORE COMPETENCIES**

- a The ability to utilize standard written English.
- b The ability to solve practical mathematical problems.
- c The ability to read, analyze, and interpret information.

Students are responsible for all information contained in this lesson plan. This lesson plan is subject to change at instructor's discretion.