

INTRO TO DESIGN

SLADE / STUDENT DISCLOSURE

Introduction:

Your son/daughter has selected the Intro To Design class. As the instructor, I would like to introduce you to the class. This course is designed to teach students basic art skills, elements and principles of art, as well as provide an understanding of the Commercial Arts and vocational opportunities. It is a CTE course - students take a skills test at the end of the year. Students who pass the test and the standards with a minimum score of 80% will earn a state certificate. .

There is a fee of \$20 per semester, or \$40 for the year per student to help pay for art/printing supplies. Fee waivers are at the main office available if applicable. Paper, boards, paints, markers, and printing ink are just some of the many basic supplies that will be provided daily. be needed as the student is pursuing a possible career choice in the printing industry.

The text for Intro to Design:

Art Talk, Rosalind Ragans. 2000 ISBN 0-02-662434-6

Graphic Design That Works, Rockport. 2006 ISBN -10: 1-59253-279-9

Illustrator CC – Visual Quickstart Guide, Pearson. ISBN 13: 978-0-13-398703-4

Photoshop CC – Visual Quickstart Guide, Pearson. ISBN 13: 978-0-13-430889-0

GOALS:

Be able to understand and demonstrate

- Commercial art orientation and job standards
- Proper drawing techniques
- Educated typography decisions
- Color theory /painting techniques
- Basic design principles
- Safe practices
- Knowledge of and proper practice regarding copyright and legal issues in commercial art.

BE RESPECTFUL:

- Rude/disruptive behavior will not be tolerated. All students are expected to be polite and respectful - to classmates, the teacher, and any guest lecturers or subs. Cursing will earn detentions, one for each word spoken or written, or student may choose to do 25 jumping jacks. We are training students for successful careers (and lives!) and this includes behavior.
- IF A STUDENT CONTINUES TO BE DISRUPTIVE/RUDE, THEY WILL BE MOVED TO ANOTHER CLASSROOM EACH TIME THE MISCONDUCT OCCURS.
- IF IT CONTINUES BEYOND THAT, A PARENT CONFERENCE WILL BE REQUIRED AND A BEHAVIOR CONTRACT MUST BE SIGNED BY PARENT & STUDENT.
- FAILURE TO FOLLOW THE CONTRACT MAY RESULT IN REMOVAL FROM MY CLASS.

Be respectful and responsible with supplies and other people. If a student is disruptive in his/her current seat, he/she will be moved. If a student is using supplies in a dangerous manner, they will be confiscated. This includes, but is not limited to: banging a ruler or swatting someone with it, waving scissors wildly, throwing anything, gluing together objects that aren't your art project, or using any art supply for something other than its intended use.

When I'm talking to the class, all students are expected to be in their assigned seats, listening and silent.

Students are responsible for cleaning up their own mess, or half the participation points for that day will be subtracted. If there's a large mess left behind when painting, then that class will not do any more painting.

Cell Phones:

Cell phone usage is not allowed during class and lab time. Cell phones are to be kept in the students' backpack or other secure location. Any cell phones visible during class or lab will be confiscated and placed in a lock box. The lock box will be unlocked daily at 2:35pm.

Format/Grading Procedures:

People often ask how it's possible to grade art. I grade on effort, not perceived talent level. This means spending at least the minimum required amount of time, following directions, and taking pride in your work. Students do not have to consider themselves artists to make an A in this class.

Students receive approximately 50% of their grade in participation points. Showing up on time, participating in activities, working on projects until finished to the best of their ability means the student will get full credit. Points will be subtracted for disruptive behavior, tardies, and choosing not to work or participate. All absences result in the loss of all points for that day, which the student can make up by completing the make-up work for each class missed.

Grades will be a combination of projects, critiques, brainstorming and vocabulary activities, and assignments related to films or guest lectures from local commercial artists. Everything needs to be kept in the student's sketchbook, which I will be grading every two weeks.

49% of the final grade is based on class work and quizzes, 49% is based on daily participation points, and 1% : CTE skills test.

Make up work can be turned in at anytime, but is graded on a sliding scale. The later it is, the lower the grade.

Unfinished work will not earn any higher than a D, & must be at least 50% finished to receive a D.

Many assignments to be graded will be submitted through Canvas. Canvas allows me to provide terminology, demonstration videos, and other resources to the students. Students can access Canvas from home at <https://slcschools.instructure.com>. It is important all students become familiar with using the platform as quickly as possible. The following are key features of Canvas.

HOME: The home tab is the lifeline for this course. It displays all of the course content divided into modules. Each module has a clearly defined set of learning objectives. Please reference them before beginning and after completing a module. It should be your goal to thoroughly understand all learning objectives upon the successful completion of a module.

ANNOUNCEMENTS: The announcements tab is how your instructor will communicate with the class. An announcement will be sent every Monday at 7 am to remind students what they should be working on. These announcements will correlate to the master course schedule "Semester at a Glance" (page 4). I will be showing the students how to forward all announcements via text message in the next few days. Parents are encouraged to have announcements forwarded via text message or email, your student will be able to set up forwarding for you by the end of the week.

GRADES: Grades in Introduction to Graphic Communications will be posted at all times. It is each student's responsibility to keep track of their own grades. Once all items in a module have been graded your instructor will lock the module and additional submissions will not be allowed. (aka- Work is due by the date posted.) Email your instructor at todd.slade@slcschools.org with any questions about grades. Grades will be posted on Power School as soon as all grading is completed.

Please note: Not all activities are graded. Assignments, quizzes, participation, etc... are graded. Other activities are supplemental exercises and may not be graded. They are intended to help you complete the graded assignments.

A = 100-94% A- = 93-90% B+ = 89-87% B = 86-83% B- = 82-80% C+ = 79-77%
C = 76-73% C- = 72-70% D+ = 69-67% D = 66-63% D- = 62-59% F = Below 59%

Assignments are weighted as follows:

Assignments 75% Participation 10% Quizzes 5% Final 10%

Be Present:

Class starts when the late bell rings. Anyone entering after that is late, and will be required to either get a citation, or serve a 15 minute working detention, or 30 min. sitting in Ms. McCoy's room. Student may also choose to do 25 jumping jacks instead. Other options, depending on the student's attitude, could be writing a brief summary of something related to Art. Otherwise, the citation is your pass into class. If you are later than 15 minutes, you must get a citation to enter class and it is marked T in the grade book, which counts towards absences.

Absolutely no texting/talking on cell phones. Electronics may only be used with my permission, for class related activities. If headphone volume is low enough that no-one else can hear it, they may listen to ONE ear bud. This is a privilege for on task students. During all demo's, guest speakers, and films, headphones are not allowed. Cellphones, earphones and other electronics used dishonestly will be confiscated for that class period, and returned to the student for a lunch detention, or student may choose to do 25 jumping jacks. The second time I have to confiscate electronics, a parent/guardian will have to set up a time to come pick it up from me. Refusal to hand over electronics will result in an immediate referral to an AP, and loss of points for the day.

Restroom pass is for five minutes only, and the nearest restroom only. If a student disappears with the restroom pass for 15 min. or more, that student will be marked T - tardy, plus a detention. If a student sneaks out of class without my permission and doesn't return, it's an unexcused absence, and student loses all participation points for the day.

Take Responsibility:

Participation points may be made up by completing the make-up work. This is the student's responsibility to get make-up work from me, complete it, and turn it in. Unexcused AND excused absences both have to be made up.

East High dress code will be enforced. All students wearing inappropriate clothing (too short, no sleeves, offensive T-shirts, etc.), will be referred to the office and required to change. Refer to the student handbook for appropriate dress.

Choosing to break these rules will earn at least one detention or a referral to an AP, depending on the severity.

MY DETENTIONS ARE 30 min. of sitting, 15 min. of cleaning, or 25 jumping jacks. (Student's choice.)

REQUIRED SUPPLIES

- Students will need to provide headphones for demonstration videos. Students can purchase headphones during class for \$5.
- Students should bring a pencil or pen to class each day and their 3 ring school binder.

Participation & Extra Credit:

Participation will be a important part of the students grade. Participation points are awarded on a daily bases to students that arrive to class on time ready to participate in the daily activities and fulfill their clean up assignments. Students are required to complete a "PARTICIPATION" assessment every module for credit. Students that give themselves credit for days they are absent or full credit for days they are tardy will receive a zero on the module participation. Extra credit is available during open lab after school, students are required to sign up for extra credit in advance.

Office Hours:

I am available to meet with parents and students on Tuesdays & Wednesdays from 2:30 - 4:00 pm. Please contact me via e-mail at todd.slade@slcschools.org to schedule a visit.

Contact Information:

I would also like to encourage parents to participate in their daughter/son's education by contacting me if they have any questions or concerns relating to a particular class. Normal school hours are 7:00 to 3:00, phone 583-1661 ext. 1306. However, it is best to reach me at "todd.slade@slcschools.org". It would also be helpful if you add my e-mail to your address book to prevent class updates from being sent to spam. Don't forget Parent Conferences September (1st Semester) and March (2nd Semester) I look forward to meeting you then.

In an attempt to keep you better informed about projects and assignments, parents are encouraged to add their e-mail to your students "Other Contacts" in Canvas Settings. You can select the information you would like to receive in Canvas Notifications. Students will be trained on the process as part of the computer basics assignment.

Parents & Students can follow East High Graphics at:

Facebook: www.facebook.com/EHSGraphics

Twitter: "slade@ehsgraphics"

Instagram: EHSGraphics

Website: ehsgraphics.org

Non Discrimination Policy:

No district employee or student shall be subjected to discrimination in employment or any district program or activity on the basis of age, color, disability, gender, gender identity, genetic information, national origin, pregnancy, race, religion, sexual orientation, or veteran status. The district is committed to providing equal access and equal opportunity in its programs, services and employment including its policies, complaint processes, program accessibility, district facility use, accommodations and other Equal Employment Opportunity matters. The district also provides equal access to district facilities for all youth groups listed in Title 36 of the United States Code, including scouting groups. The following person has been designated to handle inquiries and complaints regarding unlawful discrimination, harassment, and retaliation: Tina Hatch, Compliance and Investigations, 440 East 100 South, Salt Lake City, Utah 84111, (801) 578-8388. You may also contact the Office for Civil Rights, Denver, CO, (303) 844-5695.

Throughout the year, there will be class discussions on controversial art/topics, (potentially offensive to different groups/religions) occasional images of nudity and/or obscene language as we research different art.

I do not flaunt these topics and images, but occasionally they come up in discussions about art in the world.

If this is a problem, please contact me & we'll work something else out for your student.

Keep the disclosure for your records.

Return the completed Student Info Sheet next class.

Student Info Sheet

INTRO TO DESIGN

I have read and agree with all the information on the Syllabus
and in the "Welcome to Intro To Design Module" in Canvas:

Student Name (Print Legibly) _____ Period _____

Address: _____

Fathers Name: _____ Mothers Name: _____

Contact Number between 2:30-4:00 pm: _____

Parent e-mail: _____

Student e-mail: _____

What are your Career Plans? _____

What Are Three of Your Hobbies?

What Is Your Favorite Summer or Weekend Activity? _____

Why Did You Take This Class? _____

What Do You Hope To Learn From This Class? _____

How Did You Hear About this Class? _____

Student Signature: _____

Parent Signature: _____

This Sheet must be signed and filled out by the second day of class.

Welcome To Intro To Design

1- Log on to the computer:

User Name: first initial / last initial / student number

Password: two digit month and four digit year of birth (ex. 082003)

2- Boot up Safari from the dock.

3- Go to "ehsgraphics.org"

4- Log into Canvas: (use Canvas link at "ehsgraphics.org")

User Name: District E-Mail (todd.s741@slcstudents.org)
("FirstName"."FirstLetterofLastName""lastDigits of StudentNumber"@slcstudents.org")

Password: Same as computer log in

5- Review the "Welcome To Intro To Design" Module.

6- Complete "Initial Response."

7- Take "Welcome Quiz."

8- Fill Out "Student Info Sheet." with parent/guardian.

9- Log into Canvas & Review the Welcome Module & Syllabus

with parent/guardian. (Paper copy of available upon request)

10- Sign "Student Info Sheet." & Return next class for credit.