

SCREEN PRINTING TECHNOLOGY

MR. SLADE / STUDENT DISCLOSURE

Introduction:

Your son/daughter has selected a class in Screen Printing Technology. As the instructor, I would like to introduce you to the graphics class. This class focuses on developing design & printing skills that the students will be able to apply to all aspects of their life. The course will also develop skills in Digital Print Design, Graphic Communications, and Screen Printing Technology. The printing concepts will help them be wise consumers of printed goods and prepare them for a possible career in the Graphics/Printing Industry. Students will be producing a number of take home projects and there is a **\$25 lab fee** to help cover the cost of materials.

The text for Production Graphics are:

- Production for Graphic Designers, by Alan Pipes (ISBN: 978-0-20568-479-3)
- Screen Printing: A Contemporary Approach, by Samuel B. Hoff (ISBN: 0-8273-7128-4)

Text books are checked out to all students and will need to be checked in at the end of the semester. There will be a \$25 text book rental fee for all students taking concurrent enrollment. Due to the technology used and assignments requiring the use of the Internet all graphics students are to have a signed AUP Form completed and turned into the school. Students will be provided with a three ring divider and tabs, they will be expected to organize graded assignments and assignment sheets on a daily bases.

RULES FOR SUCCESS

- Do your own work, students sharing or using others work will receive zero credit for the assignment.
- Pay attention to due dates! Assignments are due at the end of the 5 day modules. Late work turned in during the grace period will receive a 20% deduction. Work received after the grace period will not be graded.
- Come to class on time and prepared, students are awarded participation points for each module based upon preparedness, helping others, and staying on task.
- Do not deface desk and equipment, we have a great lab take pride in your school.
- Clean up after yourself, your mom doesn't work here.
- Keep your files organized. Nothing is worst than doing the assignment and then losing your work.
- Follow the school code of conduct, see your student planner for more information
- Follow all safety guidelines, we don't want to loss a hand or eye.
- Don't use equipment without proper training.
- Be here everyday, there are daily participation points and you are responsible to make up missing work.
- Honor the learning of others, East High is a learning environment and it takes use all to be successful. .
- Have fun! But be respectful.

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.

Safety:

Shop equipment and tools are to be handled only when they are to be used for their intended purpose and proper safety instruction has been received. Horseplay, running, or disruptive behavior will not be tolerated and students are not allowed into the office or supply area unless asked to do so. Proper clothing must be worn at all times. Loose clothing and long hair must be tied back and the school dress code will be enforced. All students are required to pass a safety test with a 100%.

Canvas & Grading:

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:

Projects 60% Assignments 10% Participation 10% PDP 5% Quizzes 5% Final 10%

Attendance:

Daily attendance is very important to the students success in the class due to the nature of supplies and equipment needed to complete class assignments. The school attendance policy will enforced, the policy can be located in the student hand book pages 6-7. Absences must be excused within 5 days of returning to school or they will be unexcused. It is the students responsibility to determine and complete missed work on the day they return to class. Student may make up all work and assignments only if the absence is excused. I provide an after school lab on Tuesdays & Wednesdays from 2:30-4:00 for students to make-up missing work or receive extra help. Please encourage your student to use this resource as needed.

Clean-up and Equipment Usage:

Students are required to clean up after using equipment. They will be assigned a computer workstation and five screen printing Frame. Students are responsible for daily clean-up of the workstation, screen frame, and any other areas they work. Screen frames are assigned to the student free of charge, however, damaged screens due to improper clean-up or misuse are the students responsibility. Cleaning cost is \$5 and replacement cost of screens is \$20 each.

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 five days 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 their participation. Extra credit is available during open lab after school, students are required to sign up for extra credit in advance.

SkillsUSA:

Students enrolled in a CTE Skilled & Technical (Graphics) can join SKillsUSA, a CTSO (Career and Technical Student Organization). SkillsUSA provides the student with opportunities to for Personal Growth and to develop Leadership Skills through field trips, service projects, guest speakers, and skills competitions. The membership fee for East High SkillsUSA is \$25. Please fill out the East SkillsUSA Membership application at joinskills.ehsgraphics.org. Parents, SkillsUSA participation in region, state and national events requires national membership and the membership registration asks for the following information: Students Name, Home Address, Personal e-mail, DOB and Grade Level in school.

Concurrent Enrollment/Fine Arts Credit:

Students can receive up to 3 SLCC credit hours through concurrent enrollment. These credits can be used as an elective towards Graphic Design and Electronic Publishing majors at SLCC or be transfered to most colleges as elective credit. There is a cost for concurrent enroll of \$5 per credit hour and a one time \$40 enrollment fee (\$55). However, the cost for these credits on campus would be \$495. This concurrent enrollment course can also be used for .5 credit of Fine Art for graduation.

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](https://twitter.com/slade@ehsgraphics)"

Instagram: [EHSGraphics](https://www.instagram.com/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.

Keep the disclosure for your records.

Return the completed Student Info Sheet next class.



SLCC CONCURRENT ENROLLMENT ON-LINE
ADMISSION APPLICATION INSTRUCTIONS
FOR HIGH SCHOOL STUDENTS

Step by Step Instructions

1. Go to www.slcc.edu/concurrentenrollment
2. Select the "Students" tab.
3. **Carefully read all the information on this page.**
This will guide you through the admission steps. Step 2: Become an SLCC Student, is where you will complete the application by clicking the *Begin Online Application* link **after** watching a short 5 minute video.

You will need your State Student ID#. This is NOT your East High student #.

Here is your SSID#:

Name: _____ SSID#: _____

4. Complete all required fields. Everything with a red asterisk (*) is required. Select **Fall Semester 2016** from the drop down menu.
5. Concurrent Enrollment Student Participation Form.
Carefully read all the information. Do not print this page. You will need to return the bright orange copy of this form with the required signatures.
6. Submit Payment. The payment screen will appear.
The **\$40 non-refundable application fee must be paid with a valid Credit/Debit card or by electronic check.** You also have the option to pay in cash but you will need to take your application number to the cashier's office at one of the SLCC locations (South City Campus or Redwood Road Campus).
7. **Bring a copy of your payment receipt and your signed Student Participation Form to the Career Center (B203) no later than September 2nd, 2016.** You will receive an acceptance letter with your new SLCC student ID number in the mail within a few days after your payment has been processed.
 - Application must be completed on or before **Friday, Sept. 2nd, for the 2016 Fall Semester.**
 - Please see Kim Powell or Anne Martin in the Career Center if you have any questions.

2016-17 Concurrent Enrollment Student Participation Form

Student Name (print) _____

Student Email _____ Student Phone _____

1. Concurrent Enrollment provides an option for prepared high school students to take courses that earn both high school and college credit.
2. Concurrent Enrollment (CE) courses are college courses. College course(s) require rigorous academic work. Course content may include controversial cultural, religious, political, aesthetic and human sexuality issues. Students must have the maturity to engage with the material in an academically appropriate manner and the organization and time management skills to complete more work and meet deadlines. Students must also meet all college/university prerequisite requirements before enrolling in a CE course.
3. The CE program is open to high school juniors and seniors, sophomores may be admitted on a case-by-case basis. Students must be enrolled in a Utah public high school and be counted in the average daily membership. Students who have received a diploma, whose class has graduated from high school, or who have participated in graduation exercises are not eligible to participate in the CE program. Home-schooled students are eligible to participate in CE courses with local LEA permission and completion of an application. Home-schooled students are subject to the same obligations as any other student in the Concurrent Enrollment Program.
4. Students may attempt up to 30 CE credits per year and may not repeat a CE course.
5. CE course registrations and grades are recorded on permanent college transcripts.
6. Withdrawing from or failing a CE course may impact a student's ability to receive financial aid in the future as well as a student's ability to enroll in additional CE courses.
7. **SUBMISSION OF THIS FORM DOES NOT ENROLL THE STUDENT IN CE COURSE(S).** The student is responsible for completing the admission and enrollment process, paying applicable admission fees and tuition.
8. If a student withdraws from a course at the high school, s/he must also withdraw from the course at the college. Failure to do so may result in a failing grade on the college transcript.
9. CE credit earned shall be transferable from one USHE institution to another. Students should seek advice from a college academic advisor to make course choices that meet their educational goals and transfer as equivalent credit.
10. CE students must abide by the college/university Student Code of Conduct as well as the high school Student Code of Conduct.
11. Students must contact the college or university CE administrator to request any accommodations that may be required under the Americans with Disabilities Act and Section 504 of the Rehabilitation Act.
12. Under FERPA, an institution may disclose to parents information from the education records of a student who is "dependent" under the Federal tax laws without the student's consent. The education records shared are limited to the courses a student is enrolled in and tuition and/or fees owing for the courses. Have you claimed your student as a dependent in the most recent tax year for Federal tax purposes?

CHECK THE BOX THAT APPLIES: [] Yes. [] No.

I have read the above information disclosures and intend to participate in the Concurrent Enrollment program. I agree to complete all steps necessary to enroll in CE courses and abide by all rules associated with the CE program.

Student Signature _____ Date _____

I have read the above information and I give my permission for my student to participate in the concurrent enrollment program.

Parent/Guardian Signature _____ Date _____

Print Parent/Guardian Name _____ Email _____

List additional Parent/Guardians (name only) _____

Student Info Sheet

SCREEN PRINTING TECHNOLOGY

I have read and agree with all the information on the Syllabus
and in the "Welcome to Screen Printing Technology 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 second day of class.

Welcome To Screen Printing

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 Graphic Communications" Module.

6- Complete "Initial Response."

7- Take "Welcome Quiz."

8- Complete "Introduce Yourself."

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

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

10- Fill out & sign "Student Info Sheet"

11 - Return signed "Student Info Sheet" next class.

12- Complete the application process for Concurrent Enrollment. (optional)