

University of Calgary
Faculty of Arts
Department of Art

ART 251, L01 & L02
Media Arts: Practice and Theory I
Fall 2012

Instructor Office Phone: Email: Office Hours:	Rob Furr Art 661 TBA rsfurr@gmail.com MW 2:00-4:00
Location and Time of Class	Trilab 10:00-12:30 MW/TT
Text(s)	Required: Visual Quickstart Guide: Photoshop CS5 Recommended: Photoshop CS5: The Missing Manual Other texts as discussed and assigned in class
Prerequisites	None
Course Objectives	This class is designed to introduce students to the essential tools and techniques of digital image manipulation and creation and provide a foundation for later artistic work.

Course Activities	<p>Lecture: During the term, lectures will be used to introduce basic concepts.</p> <p>Quizzes and Readings: Readings may be assigned to cover particular concepts during the term. There will be three quizzes during the term, taken via the Blackboard system. Quizzes will not be cumulative, and will be based on lecture material as well as material from any readings given.</p> <p>Class Participation and In-Class Assignments: In-class assignments will be used, but will not be included in the final grade. Participation in in-class critiques will, however, form part of the final grade. As discussion is a major component of the final grade, it is important for students to attend class meetings.</p> <p>Homework Assignments and Discussion: Homework assignments will be announced and material relating to them will be given on the day listed in the syllabus. These assignments will be due at the start of class on the first day of class in the week specified.</p> <p>Extra Credit: Extra credit is available, but is limited to a maximum of one half letter grade, and must be discussed with the instructor.</p> <p>Deadlines: Deadlines are firm; late assignments will not be accepted without prior negotiation with the instructor, or with documented illnesses or family emergencies. Documented means a fully explanatory note from an appropriate authority, e.g., physician or counselor. Do not email assignments except by prior arrangement with the instructor; these must be uploaded to the digital dropbox or to student web space.</p> <p>Email Policy: Where possible, please take advantage of office hours to communicate with me: email is acceptable, but can result in delays in response time. Please be sure to include your full name in the email, and to begin your email subject line with the phrase "ART 251". I will endeavor to reply to your emails within two business days. Do not expect immediate replies over the weekend or holidays. For users of Gmail, please do not use the instant messaging features to contact me.</p> <p>PowerPoint slides will not be posted online or otherwise made available.</p>
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MW	TT	Anticipated Subject	Assignment	Assignment Due
2012-09-10	2012-09-11	Workspace and Files	None	
2012-09-12	2012-09-13			
2012-09-17	2012-09-18	Photo Corrections	Perjury	
2012-09-19	2012-09-20			
2012-09-24	2012-09-25	Selections and Layers	The Chimera	Perjury
2012-09-26	2012-09-27	The Brush Tool		
2012-10-01	2012-10-02	Channels and Masks	Fire When Ready	The Chimera
2012-10-03	2012-10-04		Quiz	
2012-10-08	2012-10-09	Thanksgiving		
2012-10-10	2012-10-11	Copyright and Artist's Rights		Fire When Ready
2012-10-15	2012-10-16	Retouching	She's Looked Better	
2012-10-17	2012-10-18			
2012-10-22	2012-10-23	Advanced Layers	Hot to Trotsky	She's Looked Better
2012-10-24	2012-10-25			
2012-10-29	2012-10-30	Compositing	Back in Action	Hot to Trosky
2012-10-31	2012-11-01		Quiz	
2012-11-05	2012-11-06	Digital Painting	The Old Master	Back in Action
2012-11-07	2012-11-08			
2012-11-12	2012-11-13	Reading Days		
2012-11-14	2012-11-15	Printing and Gamut	Don't Tell The Mint	
2012-11-19	2012-11-20	Camera Raw		
2012-11-26	2012-11-27	Digital Painting		Don't Tell The Mint
2012-11-28	2012-11-29			
2012-12-03	2012-12-04	TBA		The Old Master
2012-12-05	2012-12-06		Quiz	

<p>Assessments (including breakdown of total percentage and grading scale as appropriate)</p>	<table border="0"> <tr> <td>In-Class Critiques</td> <td>10%</td> </tr> <tr> <td>Quizzes</td> <td>15%</td> </tr> <tr> <td>Homework (sans digital painting)</td> <td>50%</td> </tr> <tr> <td>Digital painting assignment</td> <td>25%</td> </tr> <tr> <td> Total</td> <td> 100%</td> </tr> </table> <p>GRADING SYSTEM: All work is graded on a numerical scale. The following are the letter grade equivalents:</p> <p>A . . . 93-100 A- . . 86-92 B+ . . 80-85 B . . . 75-79 B- . . 70-74 C+ . . 65-69 C . . . 60-64 C- . . .55-59 D+ . . 50-54 D . . . 45-49 F . . . 0-44</p> <p>Students must complete all required assignments in order to be eligible for a grade in this course.</p>	In-Class Critiques	10%	Quizzes	15%	Homework (sans digital painting)	50%	Digital painting assignment	25%	 Total	 100%
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Quizzes	15%										
Homework (sans digital painting)	50%										
Digital painting assignment	25%										
 Total	 100%										
	<p>It is a student's responsibility to request academic accommodation. If you are a student with a disability who may require academic accommodation and have not registered with the Disability Resource Centre, please contact the office at 220-8237 or drop in at MacEwan Student Centre 293 (across from The Stor). Your academic accommodation letters should be provided to your instructor no later than fourteen (14) days after the commencement of this course. Students who have not registered with the Disability Resource Centre are not eligible for formal academic accommodation. (The DRC works with students with learning and developmental challenges as well as those with physical disabilities)</p>										

ACADEMIC STANDING	Students should familiarize themselves with the sections of the University Calendar that deal with Academic Standing, including grading, unsatisfactory standing, examinations, and deferrals as well as the sections on Reappraisals and Appeals and Student Misconduct. Questions or concerns about anything students read in this material should be directed to the Associate Dean Academic, CHD 100 or 220-7834.
ADVISING	For information concerning advising resources, please consult http://arts.ucalgary.ca/undergraduate/student-support or Student Success Centre 3rd Floor, Taylor Family Digital Library 403-220-5881 success@ucalgary.ca
CAMPUS SECURITY	220-5333. Help phones: located throughout campus, parking lots, elevators. They connect directly to Campus Security; in case of emergency, press the red button.
COURSE OUTLINES FOR TRANSFER CREDIT	It is possible that you will be asked for copies of this outline for credit transfers to other institutions or for proof of work done. It is the student's responsibility to keep these outlines and provide them to employers or other universities when requested. Please ensure that outlines of all the courses you take are kept in a safe place for your future reference. Departments/Programs do not guarantee that they will provide copies.
EXAMINATION	If your course has a Registrar scheduled exam: the final exam timetable is posted on the portal, on the website. Make sure you check the correct course name, number and lecture section. Bring to the exam photo ID, HB pencils, pens, an eraser and allowable aids (eg. Calculator). No cell phones, wireless devices or headsets. You will be asked to leave books, coats, purses, and backpacks at the front of the room. Seating lists are available at the Registrar's Office 24 hours in advance of the exam (one hour in advance of the exam in the Kinesiology Building). Clear the exam room immediately after your session has ended. Students will not be allowed to leave the exam area during the first 30 minutes and the last 15 minutes of the exam. Check with campus resources for writing successful exams. Tips: Read all exam questions carefully, word by word (to yourself). Make sure you have answered all questions. No talking, pencil tapping, pen clicking or gum chewing – it disturbs others. If you are sick, in crisis or your exam is held on a day of religious observance, please see faculty advisors for advice. Manage your anxiety: take a few slow breaths, shrug your shoulders, roll your head, stretch your arms, before you start and periodically throughout the exam. Do not leave your seat. Do not look in the direction of any other student's writing area. Cheating is a serious and punishable offence.

LETTER OF PERMISSION	If you wish to study at another institution while registered at the UofC, you must have a letter of permission. Faculty advisors can prepare this form, as well as check out courses for transfer. Students must have the Letter of Permission before they take the course at another school. Failure to prepare may result in no credit awarded and could result in suspension from the faculty.
PLAGIARISM	<p>Using any source whatsoever without clearly documenting it is a serious academic offense. For details see the University of Calgary Calendar. Consequences include failure on the assignment, failure in the course and possibly suspension or expulsion from the university.</p> <p>You must document not only direct quotations but also paraphrases and ideas where they appear in your text. A reference list at the end is insufficient by itself. Readers must be able to tell exactly where your words and ideas end and other people's words and ideas begin. This includes assignments submitted in non-traditional formats such as Web pages or visual media, and material taken from such sources.</p> <p>Please consult your instructor or Writing Support Services at the Student Success Centre if you have any questions regarding how to document sources.</p>
SAFEWALK	220-5333 anytime. Safewalk is a student run volunteer service that is designed to promote campus safety and awareness and to walk people safely to their cars or housing. Safewalks are done in Male/Female pairs anywhere on campus (including McMahon, residence rooms, the LRT and bus stops).
STUDENT UNION CONTACT	TBA
UNDERGRADUATE ASSOCIATIONS	<p>Each program in Arts has an Undergraduate Society. Get involved and get in touch. Some include:</p> <p>Art: VSUS@ucalgary.ca Dance: PIVOT@ucalgary.ca Drama: (DUS) Craigie Hall C 005 dusuofc@hotmail.com Music: (MUS). Craigie Hall F129 T: 403-220-6631E: undmusic@ucalgary.ca Web: www.ucmus.com</p>