

UNIVERSITY OF CALGARY  
DEPARTMENT OF ART

**UNDERGRADUATE COURSE OUTLINE**

**Art (ART) 251  
Media Arts: Practice & Theory  
Winter 2020  
M, W 5:00 – 7:30pm; PC1**

**Instructor:** Rob Furr  
**Office Location:** AB 661  
**Phone:** 403-629-8837  
**E-Mail:** [rsfurr@ucalgary.ca](mailto:rsfurr@ucalgary.ca) (please call or text if possible)  
**Office Hours:** Tue, Thur 12:00-2:00 or by appointment

**Course Description**

Technical instruction and creative opportunities in the media arts, in addition to examination of historical, theoretical and critical context.

**Prerequisites &/or Co-requisites**

None.

**Objectives of the Course**

*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. After completing this course, students should be prepared to acquire digital raster-based images, adjust and correct them as needed for specific purposes, and be able to generate raster-based images for most purposes.*

**Textbookmarks and Readings**

*Recommended: Photoshop CC: Visual QuickStart Guide, by Elaine Weinmann and Peter Lourekas*

**Note that presentation files (PowerPoint, Keynote, or otherwise) will not be provided to the students except as shown in class. Students who wish to keep that information are urged to take notes.**

**Assignments and Evaluation**

<b>Assignment</b>	<b>Due Date</b>	<b>Percentage</b>
Perjury	Jan 20	8%
Chimera	Jan 27	8%
Fire	Feb 10	8%
Cosmetics	Feb 24	8%
Automobile	March 2	8%
Action	March 16	12%
Zeppelin	March 30	8%
Digital Painting	April 13	25%
Quizzes	Jan 27, Feb 24, April 6	15% (@5% each)

All assignments, aside from the final project, will be submitted digitally. Quizzes may be given on paper or online.

Students must receive a passing grade on the Action and on the Digital Painting assignments in order to pass the course as a whole.

### **Writing**

Writing is not a significant component of this course.

### **Registrar-Scheduled Final Exam – No**

**Note: It is the student's responsibility to keep a copy of or any relevant documentation regarding each submitted assignment.**

Please hand in your assignments to the digital drop box, as described in class. The final project should be turned into the instructor. If this is not possible, you can use the drop box outside of AB 608. Assignments that are put into the drop box will be date-stamped and placed in the instructor's mailbox.

### **Late Assignment Policy**

*Late assignments will receive a grade of zero. 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 counsellor. **In all cases where students do not turn in work on time without such documentation, a grade of zero will be entered into the gradebook for that assignment.** Do not email assignments except by prior arrangement with the instructor; all assignments aside from the final must be uploaded to the digital dropbox.*

### **Additional Information**

*You will be expected to obtain a free account on the Dropbox service; as files generated in the class are often large than D2L is comfortable handling, assignment information and submissions will be handled in this manner.*

*Students are required to own an external USB storage device, such as a USB flash drive or external hard drive, with at least four gigabytes of available storage, and to save their work both in their cloud storage account and on the memory key. Losing a file due to file storage errors is not a valid excuse for not turning homework in.*

*The final assignment in the class will require roughly \$25 to \$30 in materials costs, as you will be expected to use the IAML computer lab and its printers to produce the finished project.*

*In addition, students are encouraged to purchase a drawing tablet for their computer (e.g., Wacom); lower- end models are acceptable, but students who intend to pursue further work in digital media may wish to invest in a model that will carry them through future courses. No assignment specifically depends on tablet use.*

### **Course Activities**

Course activities will be described in class.

### Grading Method/Grading Scale:

Percenta	Gra	G.P.	Grade Definition
96-100	A+	4.0	Outstanding
90-95	A	4.0	Excellent-superior performance, showing comprehensive understanding of subject matter.
85-89	A-	3.7	
80-84	B+	3.3	
75-79	B	3.0	Good – clearly above average performance with knowledge of subject
70-74	B-	2.7	
65-69	C+	2.3	
60-64	C	2.0	Satisfactory – basic understanding of the subject
55-59	C-	1.7	
53-54	D+	1.3	
50-52	D	1.0	Minimal pass – marginal performance; generally insufficient preparation for subsequent courses in the same subject
0-49	F	0	Fail – unsatisfactory performance or failure to meet course requirements.

### Internet and Electronic Communication Device Information

*Due to the size of the class, and the need to keep the class moving forward as a whole, the use of cell phones, audio players, or other portable electronic devices for any use other than as an e-reader (in cases where students have chosen to purchase that edition of the text) or as a drawing tablet is strictly prohibited: students who use these devices can expect to be asked to put them away for the duration of the class. Furthermore, while network access is necessary for the class, students who use the web for purposes other than class work will be asked to leave.*

*Students MAY use personal laptops with a recent Photoshop version installed: however, the student will be responsible for accommodating any differences between the version of Photoshop provided in the lab. Course time will not be used to assist students in resolving differences between user interfaces and/or features of various versions of the application.*

### Models

Models are not used in this class.

### Portfolios and Assignments

The Department of Art will not assume responsibility for lost or stolen portfolios or course work given to instructors for grading, or for work posted on bulletin boards in the art building.

**Note - All unclaimed work will be disposed of.**

**Note - Studio spaces, bulletin boards and display areas need to be cleared 2 weeks after the last day of classes.**

### Studio Procedures

As this is a digital arts class, the class and homework will take place in a public computer lab. Students should therefore show those people working in other parts of the lab respect, and refrain from horseplay, loud conversation, or other disruptive activities. Being a part of this class does not grant additional rights or privileges over other students using the same facilities.

## **Academic Accommodations**

The student accommodation policy can be found at [ucalgary.ca/access/accommodations/policy](http://ucalgary.ca/access/accommodations/policy).

Students needing an Accommodation because of a Disability or medical condition should communicate this need to Student Accessibility Services in accordance with the Procedure for Accommodations for Students with Disabilities [ucalgary.ca/policies/files/policies/student-accommodation-policy](http://ucalgary.ca/policies/files/policies/student-accommodation-policy).

Students needing an Accommodation based on a Protected Ground other than Disability, should communicate this need, preferably in writing, to the course instructor.

## **Academic Standing**

For more information go to <http://www.ucalgary.ca/pubs/calendar/current/f.html>

## **Deferral of Exams/Term work**

It is possible to request a deferral of term work or final examination(s) for reasons of illness, accident, family or domestic affliction, or religious obligations. Please check with Enrolment Services if any of these issues make it impossible for you to sit an exam or finish term work by stated deadlines.

For more information about deferring a final exam go to <https://www.ucalgary.ca/registrar/exams/deferred-exams>

For more information about deferral of term work go to <http://www.ucalgary.ca/pubs/calendar/current/g-7.html>  
[http://www.ucalgary.ca/registrar/files/registrar/deferred\\_termwork15.pdf](http://www.ucalgary.ca/registrar/files/registrar/deferred_termwork15.pdf)

## **F.O.I.P.**

For more information go to <https://www.ucalgary.ca/legalservices/foip>

## **Writing/Plagiarism**

Writing skills are not exclusive to English courses and, in fact, should cross all disciplines. The University supports the belief that throughout their University careers, students should be taught how to write well so that when they graduate their writing abilities will be far above the minimal standards required at entrance. Consistent with this belief, students are expected to do a substantial amount of writing in their University courses and, where appropriate, members of faculty can and should use writing and the grading thereof as a factor in the evaluation of student work. The services provided by the Writing Support Services can be utilized by all undergraduate and graduate students who feel they require further assistance.

For more information go to <http://www.ucalgary.ca/ssc/writing-support>  
or  
<http://www.ucalgary.ca/pubs/calendar/current/e-2.html>

Using any source whatsoever without clearly documenting it is a serious academic offense. Consequences include failure on the assignment, failure in the course and possibly suspension or expulsion from the university. Visual art projects submitted for course credit must be produced by the student specifically for this class. Students must not submit projects if credit has or will be provided for it in another class. This includes re-worked assignments from previous or concurrent

courses, unless permission is provided in writing by the instructor. Additionally, the student is asked to be mindful of using visual sources from the internet, ensuring that that material is not derived from any on-line or other available source, and that appropriate copyright permission is granted, when required.

## **Campus Mental Health Resources**

[SU Wellness Centre](#) and the [Campus Mental Health Strategy](#)

## **Campus Security/Safewalk**

Call 220-5333 anytime. Help phones are located throughout campus, parking lots and elevators; they connect directly to Campus Security - in case of emergency, press the red button.

For more information go to <http://www.ucalgary.ca/security/safewalk>

## **Emergency Evacuation**

For more information go to <http://www.ucalgary.ca/emergencyplan/assemblypoints>

## **Ethics**

Whenever you perform research with human participants (i.e., surveys, interviews or observation) as part of your university studies, you are responsible for following university research ethics guidelines. Your instructor must review and approve of your research plans and supervise your research.

For more information go to <http://www.ucalgary.ca/pubs/calendar/current/e-5.html>

or

<https://www.ucalgary.ca/research/researchers/ethics-compliance/chreb>

## **Instructor Intellectual Property and Copyright Legislation**

Course materials created by the instructor (including course outlines, presentations and posted notes, labs, case studies, assignments and exams) remain the intellectual property of the instructor. These materials may NOT be reproduced, redistributed or copied without the explicit consent of the instructor. The posting of course materials to third party websites such as note-sharing sites without permission is prohibited. Sharing of extracts of these course materials with other students enrolled in the same course section and term may be allowed under fair dealing. Check with the instructor if you have any questions about sharing materials with classmates.

All students are required to read the University of Calgary policy on Acceptable Use of Material Protected by Copyright ([www.ucalgary.ca/policies/files/policies/acceptable-use-of-material-protected-by-copyright.pdf](http://www.ucalgary.ca/policies/files/policies/acceptable-use-of-material-protected-by-copyright.pdf)) and requirements of the copyright act (<https://laws-lois.justice.gc.ca/eng/acts/C-42/index.html>) to ensure they are aware of the consequences of unauthorized sharing of course materials (including instructor notes, electronic versions of textbooks, etc.).

Students who use material protected by copyright in violation of this policy may be disciplined under the Non-Academic Misconduct Policy.

## **Lockers**

The Art Building lockers are administered through the Student's Union's used bookstore, Bound and Copied. Lockers are rented on a first come, first served basis. Due to the shortage of lockers, and the high demand, students cannot hold more than one locker at a time. All of the details on renting a locker and your responsibilities can be found on the Locker Rental Agreement at

[https://www.su.ucalgary.ca/wp-content/uploads/2014/08/locker\\_rental\\_agreement\\_2010.pdf](https://www.su.ucalgary.ca/wp-content/uploads/2014/08/locker_rental_agreement_2010.pdf)

**Lockers for all sessions** can be rented through [my.ucalgary.ca](http://my.ucalgary.ca). Once you're in the Student Centre, click on **Other Academic Services** and choose **Locker Reservation**.

**Lockers must be vacated by the end of term.**

For more information go to <http://www.su.ucalgary.ca/>

### **Student Misconduct**

For more information go to <http://www.ucalgary.ca/pubs/calendar/current/k.html>

### **Student Ombudsman**

For more information go to <http://www.ucalgary.ca/provost/students/ombuds>

### **Student Union**

For more information go to <http://www.su.ucalgary.ca/>

### **Faculty of Arts Program Advising and Student Information Resources**

Have a question but not sure where to start? The Arts Students' Centre is your information resource for everything in the Faculty of Arts. Stop by SS102, call us at 220-3580 or email us at [ascarts@ucalgary.ca](mailto:ascarts@ucalgary.ca).

You can also visit the Faculty of Arts website at <http://arts.ucalgary.ca/undergraduate> which has detailed information on common academic concerns.

For program planning and advice, contact the Student Success Centre at 220-5881 or visit them on the 3rd floor of the Taylor Family Digital Library.

For registration (add/drop/swap), paying fees and assistance with your Student Centre, contact Enrolment Services at 210-ROCK [7625] or visit them at the MacKimmie Library Block.

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