

**Angelo State University  
Department of Visual and Performing Arts**

**Syllabus, Spring 2021**

**ART 2356- Digital Imagery**

Ralph Randall Hall  
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**Covid - 19 Virus Pandemic  
Class Guidelines  
Spring 2021\***

1. Students are required to complete the ASU Wellness Screening tool each day before coming to campus. The tool is located on Rampart.
2. Face coverings are required of everyone on campus in all common spaces and classrooms.
3. Social distancing of at least six feet will be required in common spaces and the classroom.
4. Students are required to sit in their assigned seats according to the mandatory seating chart.
5. Students are required to clean -up their work space at the end of class and help keep the studio clean, organized, and sanitized.
6. Students are asked to follow these guidelines for the health and wellness of the ASU community.
7. If necessary according to ASU Policy related to isolation or quarantine, course content may be moved on-line and the course schedule may be changed.

**Course Description:**

This is an Introduction to digital imagery within a fine arts perspective. As a studio-based course, students will investigate visual aesthetics and the creative exploration of digital media to produce works of art. Emphasis will be placed upon learning the use of digital hardware and software as a means to develop original works that explore concepts of form, subject, and content.

## **\*\*\*Class Structure – Spring 2021\*\*\***

The class will be split into two groups of students. Group “ONE” will attend on Tuesdays. Group “TWO” will attend on Thursdays. No more than 11 students will be allowed in the Mac Lab at one time.

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### **Course Objectives:**

#### **The Student will:**

- Be provided with instruction and activities that will introduce students to the use of digital media, such as digital camera operation and basic Photoshop editing.
- Be provided with instruction and activities that will increase students understanding of formal visual aesthetics, including design and composition as applied to digital imagery.
- Be provided with instruction and activities that will increase students understanding of subject matter and the development of content as applied to digital imagery.
- Be provided with instruction and activities that will introduce students to basic presentation techniques as applied to digital imagery.
- Be provided with instruction and activities that will provide a good foundation for further study in Visual Art.

### **Course Content:**

As an Introduction to the basics of digital imagery, students’ will be required to learn and demonstrate skill in the following areas:

- Basic camera operation.
- Basic photo editing
- Composition and effective use of elements and principles of design
- Effective use of subject matter and content
- Basic fine art presentation as applied to digital imagery
- Digital Imagery as as a creative process

### **Supplies and Equipment:**

We will be using digital cameras, printers, digital storage media, and image editing programs. Students should have access to the following:

- Digital SLR Camera (with instruction manual), memory card, and external memory device (jump drive).
- Point and shoot camera (cell phone) for proscribed assignments and authorized by the teacher.
- Additional Art Supplies and Presentation materials as proscribed by the teacher.

**NOTE: Students may use their own camera equipment or check out digital SLR cameras from the V.P.A. Students using ASU equipment are responsible for it and will be held liable for any damage or loss. All equipment must be handled with extreme care.**

### **Grading:**

Your grade will be based upon *your performance* in a mid-semester and final portfolio review. Grading is based upon the standard system (A, A-, B+, B, B- etc.). Be aware this system dictates that a “C” is average. The Random House College Dictionary defines average as: “typical, common, and ordinary”. This translates as completing all project requirements without exceptional craftsmanship, effort and/or creativity. It is up to you to excel beyond it. The exceptional student will receive an “A”. Be exceptional!

Criteria for grading are as follows:

**Evaluation:** Your grade will be determined by an evaluation of the following:

- Involvement and Participation (attendance!!)
- Understanding of Concepts
- Composition
- Image Quality
- Originality and Idea Development
- Completion of assignments
- Presentation – (public display of your work and participation in class exhibit).
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### **Attendance Policy:**

• Attendance is vital since a good deal of learning (involving concepts, skills, and interaction with other students) takes place in class. **Students are required to attend all scheduled class meetings, arrive on time, stay until class is dismissed, and participate in all activities.**

**IMPORTANT: Attendance will be taken by *sign-in sheet* and by the instructor according to the class *seating chart*. It is the responsibility of the student to **sign the attendance sheet if they want to be counted present.****

- Failure to sign the attendance sheet will result in an unexcused absence.
- Signing- in for another student is unacceptable & will result in disciplinary action!

### **Absences:**

***Excessive absences will be reported to administration and will affect your final grade.*** If the student accumulates more than four (4) un-excused absences his/her grade will be reduced by a full letter grade, and continue to be reduced for each additional unexcused absence. The accumulation of more than six (6) un-excused absences will result in failure from the class. In this regard, it is the student's responsibility to withdraw from class if they do not want to receive a failing grade.

### **Note:**

**An *excused absence* will be granted only for documented health and family purposes. (This means you must provide "official documentation" such as an official doctor's note, a newspaper clipping, or official university letter etc. to be excused.)**

### **Late Arrival or Early Departure**

- You will be marked absent if you are more than 15 minutes late or if you leave before class is dismissed.
- If you are tardy, it is your responsibility to inform the instructor after class so that the record can be updated.
- Three Late Arrivals = One Absence.

**If you are unable to attend class** you are responsible for notes and assignments given or announced on those classes that you did not attend. ***(Please do not call the art office to report an absence.***

### **Incomplete and Prolonged Absence:**

A grade of incomplete can only be granted for documented health and family purposes. In the event of prolonged illness, please contact me personally or have a family member contact me as soon as possible. **Furthermore, it is the student's responsibility to contact the Office of Student Services at 942-2193 and document your circumstance.**

**Note: An incomplete will not be granted for students missing more than eight (6) classes and/or for students who do not contact the Office of Student Services.**

### **Expectations and Etiquette**

- Students are expected to arrive ***on time and prepared*** for class with the equipment and materials specified by the instructor. Students who arrive unprepared for class without the proscribed equipment or materials will be asked to leave and you will be counted absent.
- Students are expected to ***work only on their Digital Imagery assignments*** during class. You are not allowed to work on other studio or academic work during class time. If you do so, you will be asked to leave and you will be counted absent.
- Students are expected to ***focus on their assignments during class.*** Students who

engage in disruptive or excessive talking or socializing during class will be asked to leave and will be counted absent.

- Students are expected to ***remain in class until class is dismissed and return promptly after the break.*** Students, who do not remain in class, take excessive breaks, or who are who tardy after the break will be counted absent.
- Students are expected to ***turn off all electronics not directly related to class work*** (phones, pagers, MP3 Players, etc.) during class. Student's that disrupt class with these devices will be asked to leave and will receive an absence for that day. ***(This means no talking on the phone and no texting in or during class.)***
- Students are expected ***to complete ALL assignments ON TIME.***

Assignments are due at the beginning of class on the day they are scheduled. Work outside of class will at times be necessary in order to complete in-class projects.

**NOTE: LATE WORK WILL BE REVIEWED ON AN INDIVIDUAL BASIS AND ACCEPTED ONLY IN CASE OF DOCUMENTED HEALTH OR FAMILY EMERGENCY.**

- Students are expected to ***complete all assignments in an accomplished manner.*** This means putting forth your best effort and producing work that addresses the parameters of the assignment, demonstrates the concept of the assignment, is well edited and well presented - Work that you are proud of and is worthy to represent an honorable approach to the subject.

### **Critiques:**

When projects are due, there will be either one-on-one or group critiques. **The full participation of each student will be expected.** Students will be expected to function responsibly and in a cooperative and consensual manner with fellow classmates and the instructor. Students will be expected to treat each other with utmost respect. Asking questions, challenging your classmates in a constructive, supportive and positive manner will be encouraged and expected.

### **University Course Withdrawal Policy:**

The last day to drop a course or to totally withdraw from the University will be **April 30, 2021.** Withdrawal grades will be indicated by W.

**Clean Up and Security:** It is the responsibility of each student to clean their work area and secure their materials during and after each class. Course work and materials, etc., left in the studio or locker after **May 14, 2021,** will be disposed of according to the instructor.

### **Required Art Meetings: Art Majors and Minors (Cancelled Spring 2021)**

All art majors and minors, attending art courses at Angelo State University during the present semester, are to meet three times during the semester for a general

meeting, as part of the requirements of the art courses taken. The monthly meeting will take place from 4 – 5 PM. These meetings are designed to regularly communicate significant information to all art majors and minors and are to be understood as being a component of the student's degree program. Meetings are generally held in room EFA101.

\*Failure to attend any of these meetings will result in a deduction of three and one third (3.3) points for each missed meeting from the final grade of the course or courses, which the student is taking in art the semester the meeting was missed. Therefore, missing all three (3) meetings will result in the reduction of the final 2grade by one letter grade.

### **Example: Final grade of A will change to B**

Attendance slips will be handed out at the end of each meeting. Attendance slips must be legibly signed and dated, then returned to the Art and Music Department secretary within two (2) days to receive credit for attendance.

***These meetings are designed for the benefit of the art student and are to be taken seriously.***

### **Special Accommodation**

Persons with a disability who may warrant academic accommodation must contact the Office of Student Affairs, Room 112 – Houston Harte University Center or at (325) 942- 2211 in order to request such accommodation prior to any accommodation being implemented. Students are encouraged to make this request early in the semester so that appropriate arrangement can be made.

### **Student Honor Code and Academic Integrity Policy**

“Angelo State University expects its students to maintain complete honesty and integrity in their academic pursuits. Students are responsible for understanding the Academic Honor Code, which is contained in both print and web versions of the *Student Handbook*.

*Note: Students in Digital Imagery are required to create and produce their own original work, not copy that of another person. On-line tutorials may be used to develop an understanding of a technique; however the student must apply the technique to their own original concept and not include images supplied through the tutorial.*

### **Topics and Schedule**

Weeks 1-4: Introduction - Exploring Hardware and Software  
Weeks 5-8: Exploring Composition and Design

Weeks 8-11: Exploring Subject  
Weeks: 11- 14: Exploring Content  
Weeks: 15 – 16 Final Project/ Presentation/Exhibit

### **Important Dates**

April 2: No Class (Spring Holiday)  
April 30: Last day to drop a class  
May 13: Final Critique: 10 :30 pm – 12 :30 pm  
May 14: Final Day of Spring Semester

### **\*COVID -19 Amendments**

#### **Required Use of Masks/Facial Coverings by Students in Class At Angelo State University**

As a member of the Texas Tech University System, Angelo State University has adopted the mandatory [Facial Covering Policy](#) to ensure a safe and healthy classroom experience. Current research on the COVID-19 virus suggests there is a significant reduction in the potential for transmission of the virus from person to person by wearing a mask/facial covering that covers the nose and mouth areas. Therefore, in compliance with the university policy students in this class are required to wear a mask/facial covering before, during, and after class. Faculty members may also ask you to display your daily screening badge as a prerequisite to enter the classroom. You are also asked to maintain safe distancing practices to the best of your ability. For the safety of everyone, any student not appropriately wearing a mask/facial covering will be asked to leave the classroom immediately. The student will be responsible to make up any missed class content or work. Continued non-compliance with the Texas Tech University System Policy may result in disciplinary action through the Office of Student Conduct.

#### **Statement on Student Absences for COVID-19 Related and Other Illness: Required Use of Masks/Facial Coverings by Students on Campus**

The Texas Tech University System has implemented a mandatory [Facial Covering Policy](#) to ensure a safe and healthy campus experience. Current research on the COVID-19 virus suggests that there is a significant reduction in the potential for transmission of the virus from person-to-person by wearing a mask/facial covering that covers the nose and mouth areas. Because of the potential for transmission of the virus, and to be consistent with the University's requirement, students on campus are to wear a mask/facial covering. Observing safe distancing practices while on campus by spacing out and wearing a mask/facial covering will greatly improve our odds of having a safe and healthy campus experience.

Students requesting an exemption may need to wear a clear plastic face shield instead of a face mask. Students needing this accommodation should register with [Student Disability Services](#) and provide the appropriate documentation supporting this request. No accommodation exists that would exempt a student from wearing a mask/facial covering at any university-sponsored activity or event.

For religious or any other exemption-related questions, students should contact the [Office of Student Affairs](#).

**Office of Student Affairs**

Angelo State University

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