

Basic Course Information

Semester:	Winter 2016	Instructor Name:	Andres David Martinez
Course Title & #:	CIS 149	Email:	andres.martinez@imperial.edu
CRN #:	15148	Webpage (optional):	
Classroom:	1/5/16 – 2/7/16	Office #:	813
Class Dates:	Online	Office Hours:	Office Hours: Forums on Blackboard
Class Days:	Online	Office Phone #:	760-355-6126 Cell: 760-554-7949 (Include name in text)
Class Times:	Online	Emergency Contact:	Craig Blek
Units:	3		

Course Description

The course includes an introduction to the basic working environment of Photoshop; basic photo corrections; retouching and repairing; working with selections; layer basics; masks and channels; correcting and enhancing digital photographs; advanced layer techniques; advanced compositing; and web publishing techniques. The student will create an integrated project that simulates a real-world graphic design job, drawing on the skills learned. (CSU)

Student Learning Outcomes

Upon course completion, the successful student will have acquired new skills, knowledge, and or attitudes as demonstrated by being able to: 1. Utilize several Photoshop tools and tactics learned throughout the course to produce a professional looking Magazine cover. (ILO1) 2. Demonstrate the ability to repair and touchup a digital picture. (ILO2) 3. Demonstrate the ability to utilize Photoshop's liquify tools to modify a person's body. (ILO3)

Course Objectives

Upon satisfactory completion of the course, students will be able to: 1. Experiment with the work environment, including the toolbox and the help features. 2. Straighten and crop and image, make manual and automatic adjustments, adjust colors, lightness and saturation, apply a filter. 3. Use the retouching and repairing tools. 4. Use the selection tools to select, rotate, and crop an image. 5. Use the layers palette, rearrange layers, apply layer style, and flatten and save files. 6. Create, edit and save, and adjust a mask as well as apply a filter and effects to a masked selection. 7. Process camera raw files, correct digital photographs, and edit images. 8. Create layers, import a layer from another file, apply layer styles, and experiment with layers. 9. Set up a four-image montage, change color balance, and apply filters. 10. Create and remove rollovers. 11. Create animations. 12. Specify color-management setting, proof an image, and adjust an image and printing proof. 13. Create an integrated project that simulates a real-world graphic design job demonstrating application skills

including correcting, retouching, repairing, and enhancing photos; working with selections, layers, masks and channels; compositing; and web publishing techniques.

Contacting your Instructor

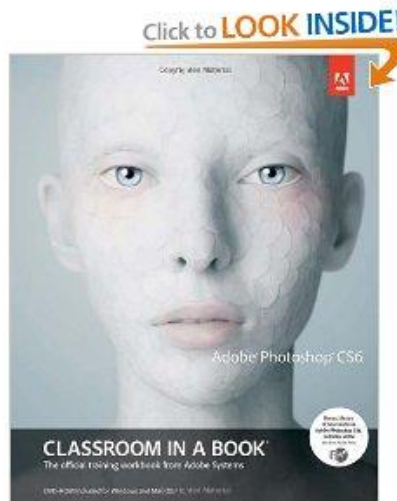
Here are a few ways to contact me if you have any questions:

1. **Text me** @ 760.554.7949. Include your name and class. This is the fastest way to get a hold of me. =)
2. **Email me** at andres.martinez@imperial.edu. Include your name and class as the topic. This is the 2nd fastest way to get a hold of me.
3. Post your questions under **Forums > Ask the Instructor**. This is a great way to post your questions and it allows your classmates to see my response.

I will typically respond to the above methods of contact within 15 hours. I usually respond within 1 hr unless it is late into the night.

Textbooks & Other Resources or Links

Adobe Creative Team (2012). Adobe Photoshop CS6 Classroom in a Book. Adobe Press. ISBN: 9780321827333



Photoshop Classroom in a Book Cover 1

A personal copy of Photoshop CS6 or CC will be needed. You can download a full version trial that is good for 30 days on www.adobe.com. You can also lease Photoshop for \$9.99 per month.



Photoshop Logo 1

Course Requirements and Instructional Methods

We will be using Blackboard to conduct this class online.

Logging into Blackboard

- a. Go to <http://imperial.blackboard.com> and follow the login instructions to login.
- b. Once logged in, click on the 'courses' tab located on the top right of the page.
- c. Click on CIS 149 to enter the course.
- d. Read the course syllabus.
- e. Review the Getting Started section of the course. The Getting Started section is located on the left navigation menu once in the class.
- f. Read the document under Week 1 Module entitled "Week 1 Online Things to Do." This outlines exactly what you have to do and by when you have to do it for Week 1.
- g. Become familiar with the course

Thumbdrive

A USB thumb drive is recommended for this course (At least 8GB). It will be used to store and backup your assignments.

Photoshop System Requirements

A personal copy of Photoshop CS6 will be needed. You can download a full version trial that is good for 30 days on www.adobe.com. You can also lease Photoshop for \$9.99 per month.

You will need a computer that meets the follow system requirements in order to run Photoshop:

Windows

- Intel® Pentium® 4 or AMD Athlon® 64 processor
- Microsoft® Windows® XP with Service Pack 3 or Microsoft Windows 7 with Service Pack 1. Adobe® Creative Suite® 5.5 and CS6 applications also support Windows 8 and Windows 8.1. See the CS6 FAQ for more information about Windows 8 support.*
- 1 GB of RAM
- 1 GB of available hard-disk space for installation; additional free space required during installation (cannot install on removable flash storage devices)
- 1024 x 768 display (1280 x 800 recommended) with 16-bit color and 512 MB (1 GB recommended) of VRAM
- OpenGL 2.0–capable system
- DVD-ROM drive

- This software doesn't operate without activation. Broadband Internet connection and registration are required for software activation, validation of subscriptions, and access to online services.

Mac OS

- Multicore Intel processor with 64-bit support
- Mac OS X v10.6.8 or v10.7. Adobe Creative Suite 3, 4, 5, CS5.5, and CS6 applications support Mac OS X v10.8 or v10.9 when installed on Intel-based systems.**
- 1 GB of RAM
- 2 GB of available hard-disk space for installation; additional free space required during installation (cannot install on a volume that uses a case-sensitive file system or on removable flash storage devices)
- 1024 x 768 display (1280 x 800 recommended) with 16-bit color and 512 MB (1 GB recommended) of VRAM
- OpenGL 2.0–capable system
- DVD-ROM drive
- This software doesn't operate without activation. Broadband Internet connection and registration are required for software activation, validation of subscriptions, and access to online services.

Technical Skills and Abilities

- Ability to download images from the Internet
- Ability to download and install files from the Internet
- Basic understanding of images and their formats
- Basic operation of a computer with either Windows for Mac OSX operating systems
- Utilizing the internet to navigate to websites and online resources

Prerequisite Knowledge

This is an introductory course; students are expected to have little to no prior knowledge of Photoshop. This class is designed for beginner Photoshop users.

Course Grading Based on Course Objectives

Assignments (10) 50% of final grade

Discussions (5) 30% of final grade

Final Project (1) 20% of final grade

**Grade breakdown is subject to change*

Points

90-100 A

89-80 B

79-70 C

69-60 D

59 – 0 F

Discussion Forums Online

- We will have weekly discussion based on different topics throughout this course. The weekly discussion can be found under the Forums section of this course.
- The grading rubric for weekly discussion is posted inside of the forums tool. Review it. This is how your weekly discussion will be graded.
- You will be responsible for at least two postings per week—an initial posting and a reply posting.
- If you have any questions for the Instructor please post your questions in the 'Ask the Instructor' forum. I will respond to your questions within 15 hours.

Attendance

- A student who fails to attend the first meeting of a class or does not complete the first mandatory activity of an online class will be dropped by the instructor as of the first official meeting of that class. Should readmission be desired, the student's status will be the same as that of any other student who desires to add a class. It is the student's responsibility to drop or officially withdraw from the class. See [General Catalog](#) for details.
- Regular attendance in all classes is expected of all students. A student whose continuous, unexcused absences exceed the number of hours the class is scheduled to meet per week may be dropped. For online courses, students who fail to complete required activities for two consecutive weeks may be considered to have excessive absences and may be dropped.
- Absences attributed to the representation of the college at officially approved events (conferences, contests, and field trips) will be counted as 'excused' absences.

Classroom Etiquette

- Electronic Devices: Cell phones and electronic devices must be turned off and put away during class, unless otherwise directed by the instructor.
- Food and Drink are prohibited in all classrooms. Water bottles with lids/caps are the only exception. Additional restrictions will apply in labs. Please comply as directed by the instructor.
- Disruptive Students: Students who disrupt or interfere with a class may be sent out of the room and told to meet with the Campus Disciplinary Officer before returning to continue with coursework. Disciplinary procedures will be followed as outlined in the [General Catalog](#).
- Children in the classroom: Due to college rules and state laws, no one who is not enrolled in the class may attend, including children.

Online Netiquette

- What is netiquette? Netiquette is internet manners, online etiquette, and digital etiquette all rolled into one word. Basically, netiquette is a set of rules for behaving properly online.
- Students are to comply with the following rules of netiquette: (1) identify yourself, (2) include a subject line, (3) avoid sarcasm, (4) respect others' opinions and privacy, (5) acknowledge and return messages promptly, (6) copy with caution, (7) do not spam or junk mail, (8) be concise, (9) use appropriate language, (10) use appropriate emoticons (emotional icons) to help convey meaning, and (11) use appropriate intensifiers to help convey meaning [do not use ALL CAPS or multiple exclamation marks (!!!!)].

Academic Honesty

Academic honesty in the advancement of knowledge requires that all students and instructors respect the integrity of one another's work and recognize the important of acknowledging and safeguarding intellectual property.

There are many different forms of academic dishonesty. The following kinds of honesty violations and their definitions are not meant to be exhaustive. Rather, they are intended to serve as examples of unacceptable academic conduct.

- **Plagiarism** is taking and presenting as one's own the writings or ideas of others, without citing the source. You should understand the concept of plagiarism and keep it in mind when taking exams and preparing written materials. If you do not understand how to "cite a source" correctly, you must ask for help.
- **Cheating** is defined as fraud, deceit, or dishonesty in an academic assignment, or using or attempting to use materials, or assisting others in using materials that are prohibited or inappropriate in the context of the academic assignment in question.

Anyone caught cheating or plagiarizing will receive a zero (0) on the exam or assignment, and the instructor may report the incident to the Campus Disciplinary Officer, who may place related documentation in a file. Repeated acts of cheating may result in an F in the course and/or disciplinary action. Please refer to the [General Catalog](#) for more information on academic dishonesty or other misconduct. Acts of cheating include, but are not limited to, the following: (a) plagiarism; (b) copying or attempting to copy from others during an examination or on an assignment; (c) communicating test information with another person during an examination; (d) allowing others to do an assignment or portion of an assignment; (e) using a commercial term paper service.

Additional Student Services

Imperial Valley College offers various services in support of student success. The following are some of the services available for students. Please speak to your instructor about additional services which may be available.

- **Blackboard Support Site.** The Blackboard Support Site provides a variety of support channels available to students 24 hours per day.
- **Learning Services.** There are several learning labs on campus to assist students through the use of computers and tutors. Please consult your [Campus Map](#) for the [Math Lab](#); [Reading, Writing & Language Labs](#); and the [Study Skills Center](#).
- **Library Services.** There is more to our library than just books. You have access to tutors in the [Study Skills Center](#), study rooms for small groups, and online access to a wealth of resources.

Disabled Student Programs and Services (DSPS)

Any student with a documented disability who may need educational accommodations should notify the instructor or the [Disabled Student Programs and Services](#) (DSP&S) office as soon as possible. The DSP&S office is located in Building 2100, telephone 760-355-6313. Please contact them if you feel you need to be evaluated for educational accommodations.

Student Counseling and Health Services

Students have counseling and health services available, provided by the pre-paid Student Health Fee.

- [Student Health Center](#). A Student Health Nurse is available on campus. In addition, Pioneers Memorial Healthcare District and El Centro Regional Center provide basic health services for students, such as first aid and care for minor illnesses. Contact the IVC [Student Health Center](#) at 760-355-6310 in Room 2109 for more information.
- [Mental Health Counseling Services](#). Short-term individual, couples, family, and group therapy are provided to currently enrolled students. Contact the IVC [Mental Health Counseling Services](#) at 760-355-6196 in Room 2109 for more information.

Student Rights and Responsibilities

Students have the right to experience a positive learning environment and to due process of law. For more information regarding student rights and responsibilities, please refer to the IVC [General Catalog](#).

Information Literacy

Imperial Valley College is dedicated to helping students skillfully discover, evaluate, and use information from all sources. The IVC [Library Department](#) provides numerous [Information Literacy Tutorials](#) to assist students in this endeavor.

Anticipated Class Schedule/Calendar

Date or Week	Activity, Assignment, and/or Topic	Due
Week 1	Review Syllabus Review Week 1 Things To Do document Week 1 Discussion: Introductions Classroom in a Book: Lesson 1	Sunday, Jan. 10, 11:59pm
Week 2	Review Week 2 Things To Do document Week 2 Discussion: Making Things Disappear Classroom in a Book: Lesson 2 & 3 FreeStyle: Super Mario	Sunday, Jan. 17, 11:59pm
Week 3	Review Week 3 Things To Do document Week 3 Discussion: Changing Hair Color Classroom in a Book: Lesson 4 & 5 Freestyle: Eye and Lip Color	Sunday, Jan. 24, 11:59pm
Week 4	Review Week 4 Things To Do document Week 4 Discussion: TBA Classroom in a Book: Lesson 6 & 7 Freestyle Body Mods	Sunday, Jan. 31, 11:59pm
Week 5	Review Week 5 Things To Do document Final Project	Sunday, Feb. 7, 11:59pm

*****Tentative, subject to change without prior notice*****