

Basic Course Information

Semester:	Winter 2020	Instructor Name:	Andres David Martinez
Course Title & #:	CIS 150	Email:	andres.martinez@imperial.edu
CRN #:	15211	Webpage (optional):	
Classroom:	Online	Office #:	802c
Class Dates:	1/6-20 – 2/6/20	Office Hours:	'Ask the Instructor' forum in Canvas
Class Days:	Online	Office Phone #:	760-355-6126 Cell: 760-554-7949 (Include name in text)
Class Times:	Online	Emergency Contact:	Tisha Nelson 760.355.6361
Units:	3		

Course Description

This course provides an introduction to the process of creating vector graphics images using Adobe Illustrator, the industry standard vector graphics editor for graphics professionals. Adobe Illustrator is used for creating graphic design, typography, logos, and sharp-edged artistic illustration on the computer.

Student Learning Outcomes

Upon course completion, the successful student will have acquired new skills, knowledge, and or attitudes as demonstrated by being able to: Utilize several Illustrator tools and skills learned throughout the course to produce a professional looking marketing advertisement. (ILO1) Demonstrate the ability to produce point type and apply text effects. (ILO2) Utilize the Pen and Pencil tools to create basic and complex shapes. (ILO3)

Course Objectives

Upon satisfactory completion of the course, students will be able to: Work efficiently in the Adobe Illustrator environment with various modes, panels, and settings. Use the full range of shape drawing and freehand drawing tools to build illustrations. Apply fill and stroke colors to objects created with the drawing tools. Develop attractive illustrations using advanced selection, organization, and drawing tools. Use the full range of transformation and distortion tools to accurately modify objects' shapes. Draw accurate vector objects using the Pen tool and its associated features. Use the various type tools, and apply wrap, flow, shape, and path modifications to typography. Design an advertisement using appropriate typography, drawing tools, and a clipping mask to contain the art within a shape. Align multiple objects with the Align panel and create complex shapes from simple objects with the Pathfinder panel and Shape Builder tool. Design a logo using the appropriate tools and features covered throughout the course.

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. =)

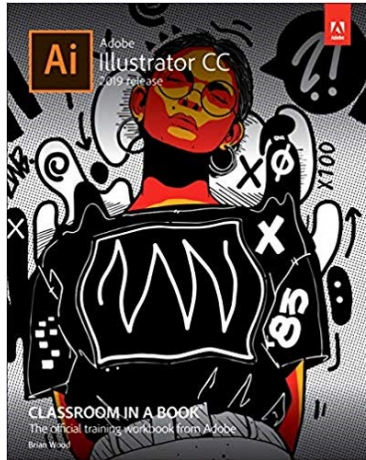
2. **Email me** at andres.martinez@imperial.edu. Include your name and class as the topic. This is the 2nd fastest way to get a hold of me.

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. This class will be meeting face to face throughout the semester so feel free to ask my questions in class.

Textbooks & Other Resources or Links

Adobe Press. 2019. Adobe Illustrator CC Classroom in a Book (2019 release). Adobe Press ISBN: 978-0-13-526216-0.



A personal copy of Illustrator CC will be needed. You can download the 7 day free trial to get started. Eventually you'll need to lease or buy Illustrator CC. You can lease Illustrator CC for \$19.99 per month on www.adobe.com on the Students and Teacher plan. This option comes with the entire Adobe Suite and includes Illustrator.



Illustrator Logo 1

Course Requirements and Instructional Methods

We will be using Canvas to conduct this class online.

Logging into Canvas

- a. Go to <https://www.imperial.edu/students/canvas/> and follow the login instructions to login.

- b. Once logged in, click on the course OR click on 'Courses' on the left menu and click on 'All Courses' to view your courses.
- c. Read the course syllabus.
- d. Read the document under Week 1 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.
- e. Become familiar with the course

The online version of this course is not self-paced. There are strict deadlines that need to be met every week. You will be given a list of weekly deliverables that you will be responsible for. You can find these under the appropriate weekly heading (ie. Week 1 Things To Do). Any questions you may have about the course can be posted in the 'Ask the Instructor' forum inside Canvas.

You must have access to a computer. The computer must have access to the Internet.

Illustrator System Requirements

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

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 or 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 Illustrator. This class is designed for beginner Illustrator 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.
- 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

- Plagiarism is to take and present 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 correctly 'cite a source', 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, or assisting others in using materials, which are prohibited or inappropriate in the context of the academic assignment in question. Anyone caught cheating 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 School Catalog for more information on academic dishonesty or other misconduct. Acts of cheating include, but are not limited to the following:
 - plagiarism
 - copying or attempting to copy from others during an examination or on an assignment;
 - communicating test information with another person during an examination;
 - allowing others to do an assignment or portion of an assignment
 - use of a commercial term paper service

Additional Help – Discretionary Section and Language

- Canvas Support: Can be [found online](#) and/or at the Canvas Hotline: (877) 893-9853
- Learning Labs: There are several 'labs' on campus to assist you through the use of computers, tutors, or a combination. Please consult your college map for the Math Lab, Reading & Writing Lab, and Learning Services (library). Please speak to the instructor about labs unique to your specific program
- Library Services: There is more to our library than just books. You have access to tutors in the learning 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 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. We now also have a fulltime mental health counselor. For information visit the [Student Health Center Website](#). The IVC Student Health Center is located in the Health Science building in Room 2109, telephone 760-355-6310.

Student Rights and Responsibilities

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

Information Literacy

Imperial Valley College is dedicated to help students skillfully discover, evaluate, and use information from all sources. Students can access tutorials at <http://www.imperial.edu/courses-and-programs/divisions/arts-and-letters/library-department/info-lit-tutorials/>

Tentative Class Schedule/Calendar

Date or Week	Activity, Assignment, and/or Topic	Dates
Week 1	Review Syllabus Review Week 1 Things To Do document Week 1 Discussion: Introductions Classroom in a Book: Lesson 1	1/6 – 1/12
Week 2	Review Week 2 Things To Do document Week 2 Discussion Classroom in a Book: Lesson 2, 3	1/13 – 1/19
Week 3	Review Week 3 Things To Do document Week 3 Discussion Classroom in a Book: Lesson 4, 5	1/20 – 1/26
Week 4	Review Week 4 Things To Do document Week 4 Discussion Classroom in a Book: Lesson 6	1/27 – 2/2
Week 5	Review Week 5 Things To Do document Week 5 Discussion Classroom in a Book: Lesson 7 Final Project	2/3 – 2/6

*Schedule is tentative and subject to change. The instructor will notify the students of any changes.