## Basic Course Information

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| Semester | **Summer 2022** | Instructor Name | **Andres David Martinez** |
| Course Title & # | **CIS 149** | Email | **andres.martinez@imperial.edu** |
| CRN # | **30063** | Webpage (optional) | |
| Room | **Online** | Office | **802c** |
| Class Dates | **6/20 – 7/28** | Office Hours | **By appointment only.** **Zoom ID:** **https://cccconfer.zoom.us/my/famous** **'Ask the Instructor' forum in Canvas** |
| Class Days | **Online** | Office Phone Cell/Text Phone | **760-355-6126** **760-554-7949 (Include your name in text)** |
| Class Times Units | **Online** **3 units** | Office contact if student will be out or emergency | **Tisha Nelson 760.355.6361** |

## 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.

| Textbooks & Other Resources or Links |
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Adobe Creative Team (2019). Adobe Photoshop CC Classroom in a Book. Adobe Press. ISBN: 978-0-13-526178-1
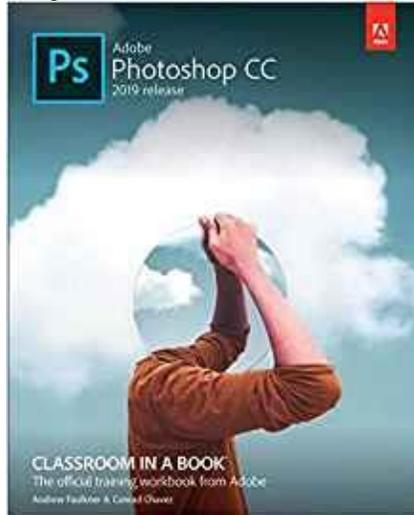
Software:  Adobe Photoshop CC will be provided for you by IVC using your IVC student email.  Instructions on how to install the software are found at the end of the course syllabus.

| Course Requirements & Instructional Methods |
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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.

| Photoshop System Requirements |
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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 orMicrosoft 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

**Grading Scale**

Assignments ....................................................... 50%

Discussions ....................................................... 30%

Final Project ...................................................... 20%

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|---|---|
| 90 –100% | A |
| 80 – 89% | B |
| 70 – 79% | C |
| 60 – 69% | D |
| Below 60 | F |

## Discussions

- We will have weekly discussion based on different topics throughout this ~~found~~ under the Discussions section of this course.
- 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.

## 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:
  - o plagiarism
  - o copying or attempting to copy from others during an examination or on an assignment;

- o communicating test information with another person during an examination;
- o allowing others to do an assignment or portion of an assignment
- o 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

| Date or Week | Activity, Assignment, and/or Topic | Dates |
|---|---|---|
| Week 1 | Review Syllabus<br>Review Week 1 Things To Do document<br>Week 1 Discussion: Introductions<br>Classroom in a Book: Lesson 1 | 6/20 – 6/26 |
| Week 2 | Review Week 2 Things To Do document<br>Week 2 Discussion<br>Classroom in a Book: Lesson 2<br>Eye and Lip Color Assignment | 6/27 – 7/3 |
| Week 3 | Review Week 3 Things To Do document<br>Week 3 Discussion<br>Classroom in a Book: Lesson 3<br>Super Mario Bros Assignment | 7/4 – 7/10 |
| Week 4 | Review Week 4 Things To Do document<br>Week 4 Discussion | 7/11 – 7/17 |

| | Classroom in a Book: Lesson 4<br>Comic Book Assignment | |
|---|---|---|
| Week 5 | Review Week 5 Things To Do document<br>Week 5 Discussion<br>Classroom in a Book: Lesson 5<br>Fight Flyer Assignment | 7/18 – 7/24 |
| Week 6 | Body Mods Assignment<br>Final Project | 7/25 – 7/28 |

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

## Acquiring Photoshop/Illustrator

**Option 1:  Check your IVC Email for an Email from Adobe.**

1. You will receive an email from Adobe in your IVC Email account.  Be sure to check your spam box for this email.  Follow the instruction on the email to access your IVC Adobe Creative Cloud.

**Option 2: Manual Sign in.**

- Navigate to [www.adobe.com](www.adobe.com)

- Click on "Sign In" in the top right corner.
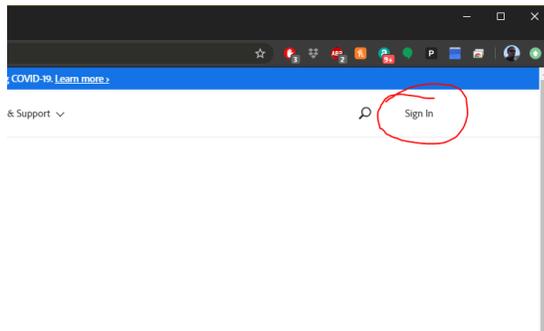


- Enter your student email address.

- Select Personal Account at the next screen.



  o Enter your IVC Email password.

- After successful login you will return to [www.adobe.com](www.adobe.com) automatically.

**Downloading and Installing Software Using Creative Cloud**

- Once logged in click on the grid icon on the top right and then choose Creative Cloud.
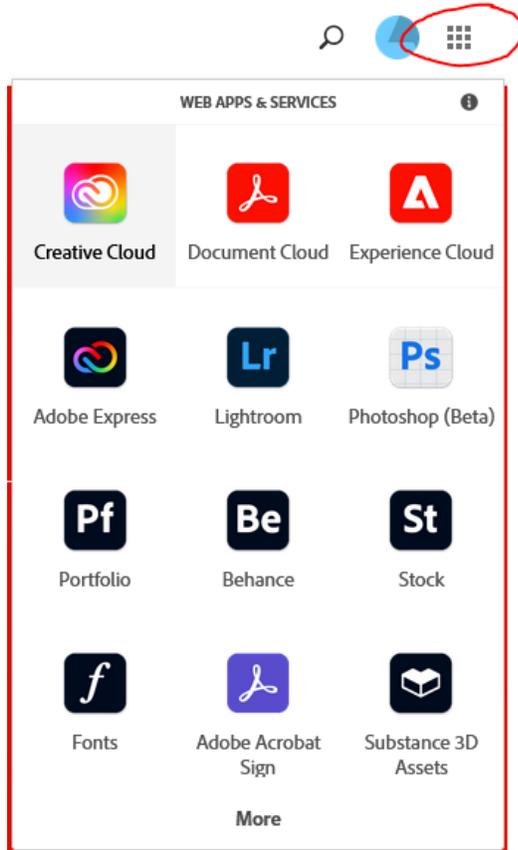
- Click on Apps in the top left.
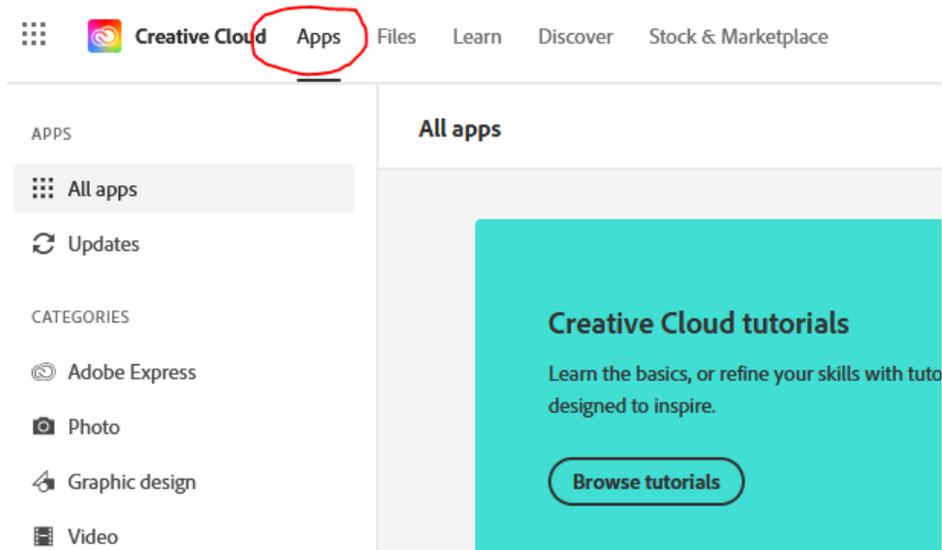


- You can now click download for any available applications you see.

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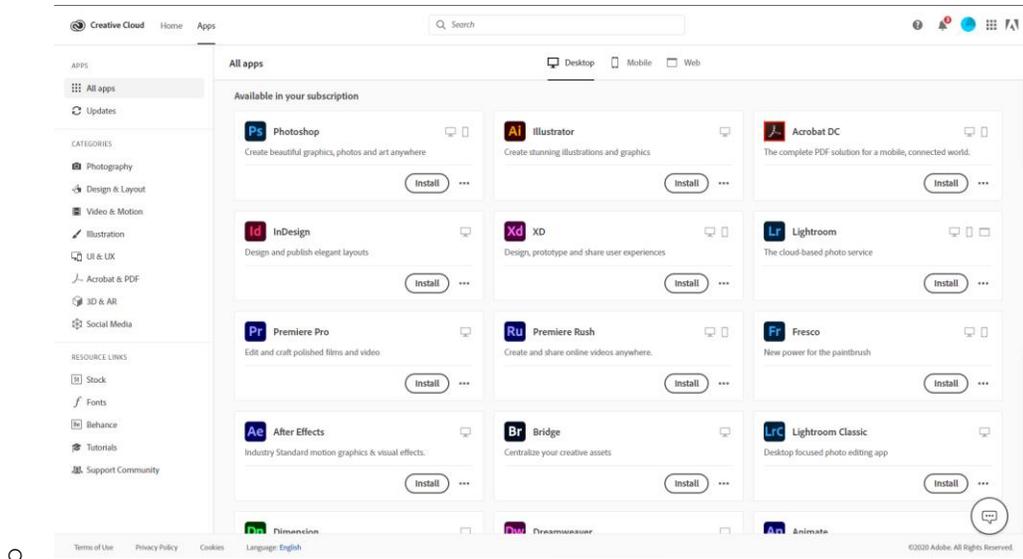
- Once installed you will be able to freely use the apps under the Adobe At-Home Access Agreement.

**Option 3: Setup a Free Trial to access the Adobe Creative Suite software.  Trial is good for 7 days.**

1.  Go to : https://www.adobe.com/products/catalog.html#category=creativity-design and select the Free Trial.
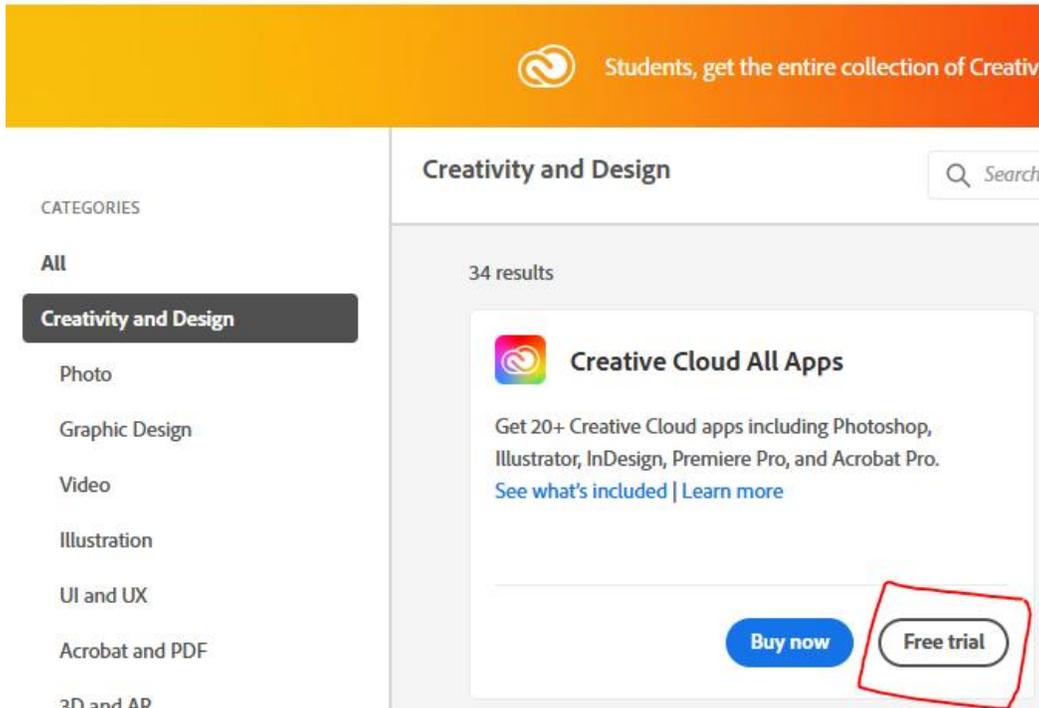


**button.**

2.  Create a personal account on adobe.com and utilize the trial version of the software.  The trial version is good for 7 days and will get you passed Week 1 of the course.  This option is more a backup plan in case our IVC I.T. Team has difficulties getting our licenses ready for students in time.  I don't see this happening BUT you never know! =)