

Chester County Technical College High School – Pickering Campus
Commercial Art & Graphics Syllabus

Course Description*

This course will help prepare you for employment or further education/training in a variety of careers including digital printing, prepress, photographer, commercial artist, duplication specialist, display advertising, multimedia artist, web graphics specialist and many others.

Course Content

The key areas of this course include the following:

- Orientation, Careers, Copyright
- Safety
- Hand-drawing and Illustration
- Color Theory and Application
- Digital Imaging & Printing
- Design, Layout & Production
- Typography
- Digital Photography & Lighting
- Professional Preparation

Course Materials

The main source for this class will be the class website: <http://graphcomm.weebly.com> Other sources, both in print and on the web, will also be used. All students will create and maintain a personal class journal. This journal is documentation of what you are working on in class every day. These will be assessed every week and will represent 20% of your assessment grade with the remaining 10% coming from quizzes, tests and project grades.

Course Policies

- Follow school policies and procedures
- Follow classroom policies and procedures
- Do what the teacher asks 😊
- Use machines and tools properly
- Complete class projects when due or request additional time if needed
- Ask for make-up work when absent
- Food/Drinks are not to be brought into our lab with the exception of bottled water.
- No open-toed sandals, flip flops or unsafe footwear in the lab.
- Students are required to wear accepted shop attire while in class.
- Have paper, pens, and pencils as needed
- Have a curious mind
- Have a great attitude most days, OK attitude every day

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Cell Phone Policy:

- Cell phones should be turned off and out of sight.
- Cell phone use is NOT permitted in class.
- Continued abuse will result in confiscation of cell phone to administrator.

Grading Policy & Assessment

It is critical to turn in your work. If you turn *something* in, I can help you. If you turn in *nothing*, I can't help you! Standards of Learning from courses across the curriculum are integrated into this class along with a set of competencies specifically for this class.

In addition to grades showing your work, *unexcused absences and lates take points off your quarterly grade*. It is very important that you are present and on time so learning can take place.

Grading Scale

Letter Grade	Numerical Average
A+	96 - 100
A	90 - 95
B+	85 - 89
B	80- 84
C+	77 - 79
C	73 - 76
D+	72
D	70-71
F	69 & below

MP1	20%
MP2	20%
Mid-term Exam	10%
MP3	20%
MP4	20%
Final Exam	10%

Category Weights

- I. **Skills** – 40% - Competencies, tasks, projects, etc. Students are evaluated at least once a week.
- II. **Assessments** – 30% - Tests, quizzes, essays, writing assignments, etc. Students are assessed a minimum of three times a marking period.
- III. **Citizenship** – 30% - Collaboration, work ethic, safety, behavior, attendance, etc. Students receive a score out of 10 daily based on the following criteria:

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Your Daily Grade

A 10 point daily grade will be posted to PowerSchool. This will show as being a citizenship component of your grade. Being in uniform every day will get you 4 points (40%) the remainder of your grade will be assessed as follows below:

4 points proper uniform

- 6 – Fully engaged. Following program expectations. Demonstrating safe work practices. Collaborating.
- 5 – Fully engaged. Following program expectations. Demonstrating safe work practices.
- 4 – Following program expectations. Demonstrating safe work practices.
- 3 – Mostly engaged. Following expectations with reminders. Minor safety violation
- 2 – Redirection required to stay engaged. Following expectations with reminders. Minor safety violation
- 1 – Frequent redirection required to stay engaged. Following expectations with reminders. Minor safety violation
- 0 – Major behavior/safety infraction or unexcused absence.

Expected Course Outcomes

- Students will create a professional portfolio that will be used for gaining employment or placement into an approved post-secondary school.
- Students will be able to apply the design process to a given problem and use a variety of tools professionally to create design solutions.

Instructor Note:

This will be my 20th year teaching at this location. Prior to teaching I spent ten years in the printing and packaging industry and before that, twenty years in quick printing. I try to use new learning technologies whenever I can because I think it helps prepare my students for the future. I really like learning and working here and I hope that it shows.

I want you to have a good educational experience here. I want you to learn more about the technological things you're interested in and learn about a lot of new things you didn't know. It is important for us to cooperate in this class. Every day, I'll be READY TO TEACH. In return, I need you to be READY TO LEARN every day. This means getting enough sleep and coming in with a good attitude.

Please do not fail this class for reasons like missing too many days or not turning in assignments. I'm all about second chances; if you're having trouble, come talk to me *before* you get too far behind.

Al Tucker
Email: alt@cciu.org
Tel: 610-933-8877

**Chester County Technical College High School – Pickering Campus
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Student Signature

Date

Parent's Signature

Date

Parent's Email Address