



**I. COURSE DESCRIPTION:**

This unsupervised studio course allows students utilize skills learned to date in other design related classes. Students will be required to solve a series of design problems on their own. Credit will be given to all stages of project development from preliminary studies and research to final comprehensives. It is the intention of this course to provide the student with additional chances to explore the field of graphic design and prepare excellent quality work for their portfolios.

**II. LEARNING OUTCOMES AND ELEMENTS OF THE PERFORMANCE:**

Upon successful completion of this course, the student will demonstrate the ability to: identify design problems, research content of material related to assignments, prepare preliminary studies to explore design options, and prepare effective rationales for proposed design problem solutions.

1. identify design problems  
Potential Elements of the Performance:
  - Use analysis and research techniques, including discussion and note taking to fully understand and identify the design problem in the assignment at hand
2. research content of material related to assignments  
Potential Elements of the Performance:
  - Use research techniques to fully understand the content and subject matter of the assignment at hand.
  - Use research techniques to identify potential production problems
3. prepare preliminary studies to explore design options  
Potential Elements of the Performance:
  - identify the traditional stages of the design process
  - apply the use of effective research skills to solving design problems
  - explore a multitude of design solutions before settling on the best approach
  - create a working logbook of the evolution of each design solution
4. prepare effective rationales for proposed design problem solutions  
Potential Elements of the Performance:
  - Practice oral and package presentation techniques
  - Develop written skills in project presentation
  - Practice defending ideas in oral and written form

**III. TOPICS:**

1. Research skills
2. Preliminary design stages
3. Layout techniques
4. Presentation skills
5. Adherence to project specifications and deadlines
6. Time and project management skills

**IV. REQUIRED RESOURCES/TEXTS/MATERIALS:**

Dependent on the project at hand the student will utilize traditional art materials found in their portfolio kits purchased in first semester. Students will be able to utilize the macintosh lab G1600 during unsupervised times and after hours.

**V. EVALUATION PROCESS/GRADING SYSTEM:****Assignments = 100% of final grade**

Assignments will constitute 100% of the student's final grade in this course. A missing assignment is equivalent to course objectives not achieved which results in an "R" (repeat) grade for the course. Please refer to evaluation criteria on each assignment handout in this course

The following semester grades will be assigned to students in postsecondary courses:

<u>Grade</u>	<u>Definition</u>	<u>Grade Point Equivalent</u>
A+	90 - 100%	4.00
A	80 - 89%	3.75
B	70 - 79%	3.00
C	60 - 69%	2.00
F (Fail)	59% and below	0.00
CR (Credit)	Credit for diploma requirements has been awarded.	
S	Satisfactory achievement in field /clinical placement or non-graded subject area.	
U	Unsatisfactory achievement in field/clinical placement or non-graded subject area.	
X	A temporary grade limited to situations with extenuating circumstances giving a student additional time to complete the requirements for a course.	
NR	Grade not reported to Registrar's office.	

W Student has withdrawn from the course without academic penalty.

## VI. SPECIAL NOTES:

### Special Needs:

If you are a student with special needs (e.g. physical limitations, visual impairments, hearing impairments, or learning disabilities), you are encouraged to discuss required accommodations with your instructor and/or the Special Needs office. Visit Room E1204 or call Extension 493 so that support services can be arranged for you.

### Retention of course outlines:

It is the responsibility of the student to retain all course outlines for possible future use in acquiring advanced standing at other postsecondary institutions.

### Plagiarism:

Students should refer to the definition of “academic dishonesty” in *Student Rights and Responsibilities*. Students who engage in “academic dishonesty” will receive an automatic failure for that submission and/or such other penalty, up to and including expulsion from the course/program, as may be decided by the professor/dean. In order to protect students from inadvertent plagiarism, to protect the copyright of the material referenced, and to credit the author of the material, it is the policy of the department to employ a documentation format for referencing source material.

### Course outline amendments:

The Professor reserves the right to change the information contained in this course outline depending on the needs of the learner and the availability of resources.

Substitute course information is available in the Registrar's office.

## **Deductions – Lates and Incompletes**

### **Lates:**

An assignment is considered late if it is not submitted at the time and date specified by the instructor.

A late assignment will be penalized by a 5% deduction for each week that it is late. The total late penalty will be deducted from the final grade. Eg. 3 weeks late = 15% deduction from final grade.

Maximum grade for a late assignment is “C”

A late assignment which is not executed to a minimum C (satisfactory) level will be assigned an incomplete grade with additional penalties outlined below.

### **Incompletes**

An incomplete grade is assessed to an assignment which has not been executed to a minimum satisfactory “C” grade level or in which the directions have not been followed correctly.

An incomplete assignment must be entirely re-done or corrected according to the instructor’s specific instructions and resubmitted within one week.

An incomplete assignment will be penalized by a 5% deduction from the final grade.

Maximum grade for an incomplete assignment is “C”

Incomplete assignments not submitted within the one week timeframe will be subject to 5% late deductions for each week they are overdue.

## **VII. PRIOR LEARNING ASSESSMENT:**

Students who wish to apply for advanced credit in the course should consult the professor. Credit for prior learning will be given upon successful completion of a challenge exam or portfolio.

## **VIII. DIRECT CREDIT TRANSFERS:**

Students who wish to apply for direct credit transfer (advanced standing) should obtain a direct credit transfer form from the Dean’s secretary. Students will be required to provide a transcript and course outline related to the course in question.