



**COURSE DESCRIPTION:**

- I. This course will formally introduce the student to the world of producing artwork for offset press printing. The work in this class will be comprised of research assignments and reports as well as hands-on-practical exercises on the Macintosh computer.

The graphic designer of today is faced with an ever increasing set of challenges. One of which is translating original artwork to artwork that can be printed on a printing press. Today's technological advances make this an ever changing field, fortunately even as technology changes the basics of the production process stay the same.

It is the intention of this course to provide the student with a sound knowledge of traditional printing processes and how to translate their designs and illustrations via the Macintosh computer for reproduction on a printing press.

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

Upon successful completion of this course, the student will demonstrate the ability to:

- 1 define relevant colour and production art terminology
  - 2 demonstrate an understanding of typical sheet fed offset printing processes
  - 3 compare and contrast different offset printing processes. (web, flexo, screen, sheet fed) and identify where they are used in the industry.
  - 4 prepare electronic art for printing with a high degree of accuracy
- compare and contrast application of various colour systems – spot colour (including pantone and toyo inks) CMYK, RGB

1. define relevant colour and production art terminology

Potential Elements of the Performance:

- understand and recall definitions for electronic production terminology including artwork, imposition files, electronic output and colour proofing

understand and recall definitions for different printing technologies (silkscreen, letterpress, offset, weboffset)

2. demonstrate an understanding of typical sheet fed offset printing processes

Potential Elements of the Performance:

- define different stages of art production
  - understand and explain the halftone reproduction process
- demonstrate an understanding of the process of offset printing

3. compare and contrast different offset printing processes. (web, flexo, screen, sheet fed) and identify where they are used in the industry.

Potential Elements of the Performance:

- demonstrate an understanding of printing t-shirts and signage

- designs
  - demonstrate an understanding of printing packaging labels
  - demonstrate an understanding of printing brochures on paper
- exhibit an ability to examine production specifications and choose the correct method of printing
4. prepare electronic files for printing with a high degree of accuracy including the use of PDF formats  
Potential Elements of the Performance:
    - demonstrate an understanding of basic colour separation and accuracy requirements of electronic plate-ready art
    - demonstrate an understanding of the electronic art production process
    - file and organize projects in a manner ready for transfer to disc for remote printing
    - prepare and properly mark up colour and black and white proofs for the printer
    - prepare files for output at a service bureau
  5. Compare and contrast application of various colour systems – spot colour, CMYK, RGB  
Potential Elements of the Performance:
    - determine the proper colour system to use for a specific project
    - explore how different colour systems relate to each otherexplore and discover how to translate colour specifications from one system to another to achieve consistent colour reproduction

### III. TOPICS:

1. Terminology for the printing field
2. Stages of art production- including PDF
3. The importance of accuracy
4. Offset printing processes and applications
5. Colour systems
6. Comparing and choosing printing systems

### IV. REQUIRED RESOURCES/TEXTS/MATERIALS: **Pocket Pal – Graphic Arts Production Handbook By International Paper**

**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.

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

<b>Grade</b>	<b>Definition</b>	<i>Grade Point Equivalent</i>
A+	90 – 100%	4.00
A	80 – 89%	3.00
B	70 - 79%	2.00
C	60 - 69%	1.00
D	50 – 59%	0.00
F (Fail)	49% and below	
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 professor and/or the Special Needs office. Visit Room E1101 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.

**RECLAIMING AND RETAINING PAST ASSIGNMENTS**

**For the development of student portfolios it is important that ALL past assignment work be reclaimed and retained by the student.**

**It is the students' responsibility to reclaim assignments after they have been assessed. Marked assignments will be returned by faculty during classroom sessions and a notice will be posted at the front of the classroom noting that the assignment has been returned. If a student is absent on the day that work is returned the work will be held by faculty for a minimum of three weeks from the return date after which, due to a shortage of storage space, the work may be discarded**

**DEDUCTIONS - LATES & FAIL GRADES:****Lates:**

- An assignment is considered late if it is not submitted at the time and on the date specified by the instructor.
- A Late assignment will be penalized by a 5 % deduction for each week it is late. The total penalty will be deducted from the final grade eg 3 weeks late = 15 % deduction from the 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.

**F Grades:**

- An F 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 F assignment must be entirely re-done or corrected according to the instructor's specific instructions and re-submitted within the timeframe assigned by the instructor.
- An F grade assignment will be penalized by a 5 % deduction from the final grade for the course
- Maximum grade for a resubmitted F grade assignment is “ C “.
- F grade assignments not submitted within the assigned timeframe will be subject to 5 % late deductions for each week they are overdue.

**Preliminary Studies:**

- All assignments require preliminary or intermediate steps such as thumbnails, roughs, and preliminary comprehensive layouts.

These intermediate steps are evaluated according to criteria established by the instructor and submitted according to established timelines. The final grade for each assignment will be an average of the grade achieved for all stages of the assignment. This reinforces the importance of the preliminary stages of each projec

**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.