



# SYLLABUS

## *LTEC 3220/CECS 5260: Computer Graphics*

### **COURSE INFORMATION**

- LTEC 3220/CECS 5260: Computer Graphics (3 credit hours)
- There will be NO face-to-face campus meetings for this course. Communications will consist primarily of online synchronous meetings scheduled at specific times/dates with student input.

### **Course Author**

[Dr. Greg Jones](#), Dept of Learning Technologies.

### **Course Pre-requisites, Co-requisites, and/or Other Restrictions**

No pre-requisites.

### **Materials – Text, Readings, and Supplemental Readings**

#### **Textbook:**

Required:

**Adobe Photoshop CC Classroom In a Book**

ISBN-13: 978-0321928078

Online Resources Available with the book

Optional:

**Adobe Muse CC Classroom in a Book**

Brian Wood

ISBN-13 978-0-133-85414-5

Online Resources Available with the book

#### **Software:**

This course will focus on using Adobe Photoshop CC, since it is currently one of the primary standards. While using Adobe Photoshop CC is not a requirement, the course is easier to complete if you do.

Adobe Creative Cloud is available as a subscription service through Adobe with student pricing. The Creative Cloud contains all applications you will use through the degree program. Adobe is now offering [Adobe Creative Cloud](#) that provides access for a monthly fee. Adobe Creative Suite Design and Web Premium is available for student use in the LT [ECRL](#) at [Discovery Park](#).

**Note:** If you are planning on taking more than one LT course (i.e. web authoring, computer graphics, media design, instructional systems design, etc.) we suggest that you subscribe to the Adobe Creative Cloud service which includes InDesign, Photoshop, Illustrator, Flash Professional, Dreamweaver, Fireworks, Acrobat XI, Premiere and more. It is less expensive to buy this subscription package that includes all the software than buy individual software licenses for each course.

#### **Server Space:**

The course will be using classes.lt.unt.edu for assignment upload and presentation. The instructor will provide additional details on using the server. If you have problems getting to the classes.lt.unt.edu page check the following solutions depending on your browser Internet Explorer or Firefox.

## **Course Description**

Application of computer graphics to the preparation and presentation of mediated materials. Includes principles of graphics communication, concepts in computer graphics, graphics input systems, graphics manipulation software and graphics output systems.

## **Requirements**

There will be assigned homework problems. Design projects will require the students to spend time at the computer. To plan a minimum of six to nine hours a week (in a normal semester) of outside preparation is a safe time allocation for successfully completing this course.

Participation and punctuality are professional behaviors expected. Educational or Instructional technology is not "doing computer projects" - it is much more. Hence, you need to be involved in class discussions and learning activities. Students may be dropped from the course, with notice from the instructor, due to lack of participation or non-attendance online.

Due dates, for all assigned materials, will be announced in advance. Changes, on the assignment's requirements or due dates may be announced at later dates, in class forums, therefore reading the class forums is required. It is the student's responsibility to keep up with these updates and to have all assignments ready on time.

## **Format**

The course will be offered 100% online in a 16-week format using Blackboard Learn accessed through standard web browsers. Each section of content will be scheduled with a beginning and ending date, with multiple activities assigned and due within each week. All students will participate, collaborate, and progress together within each scheduled week.

There will be NO face-to-face campus meetings. Communication will be a mixture of asynchronous discussion postings and online synchronous meetings. These synchronous meetings will be scheduled at specific times/dates with student input.

## **Goals and Objectives**

The goal of this course is to prepare students in the mechanics and design of computer-based graphic images. This course is a necessary foundation for those interested in developing multi-media, web pages, or computer presentations. The course will emphasize the importance of various file format mechanics and how those file formats influence presentation outcomes.

The content of the course will emphasize basic design techniques, use of color, fonts, artwork, etc to enhance the intended message. The student will demonstrate mastery of the concepts by creating images and other products. While the course should not be considered a "how to do" power point or photoshop, these applications will be the primary tools used in the course along with some others. It should be noted that the course is not a message design course, but it is a course that will require mastery of the design of graphic messages.

Other topics will include text design, image acquisition and manipulation, format conversions, 3D graphics, and others as time allows.

- Create computer graphic projects utilizing accepted design practices.
- Describe major color theories related to computer graphics.
- Describe the difference between vector and bitmapped graphics.
- Identify various graphic file formats.
- Convert one graphic format to another.
- Demonstrate competence in the design of text for computer graphics.

- Demonstrate competence in the application of text, clip art, and photo images.
- Demonstrate competence in the manipulation of photo images.
- Create graphics related to Internet and web applications.
- Create cell animation.
- Create graphics appropriate for inclusion in printed documents, screen backgrounds, and web pages.
- Be able to share (upload and download) graphic files using secure means.

## **Homework**

1. Homework will result in projects uploaded for review to the course server. Projects are expected to contain the elements required in the assignment. See the assignments for full details and requirements.
2. This course uses a hybrid-mastery learning approach (see below). Thus, students get more than one opportunity to show that they can master the materials required in assignments. Students may choose to redo assignments that do not meet 100% of the assignment requirements at the due date.

### **Web Assignments**

- Assignments are due on the date assigned.
- Assignments that are not present (no project) will be assigned a grade of 0 (zero) and cannot be redone.
- Assignments that are present, but do not meet 100% of the requirements will be assigned a grade of 50% (grade points to be rounded down).
- Students may elect to correct web-based assignments and resubmit for a re-grade. Resubmits are available as follows:
  - Assignment 1, 2, - redo allowed
  - Assignment 3, 4 & 5 - no redos
- All assignment redos must be resubmitted by the time of the next assignment due date, unless the student has made prior arrangements with the instructor.
- Resubmitted homework when corrected and meets the assignment requirements will count 80% of the original points (grade points to be rounded down).
- Resubmitted web-based assignments are typically graded with the next due assignment, except for the final project assignment. There is no redo for the final project assignment.

### **Discussion Assignments**

- Assignment Postings are due the day of the assignment due date. No redos are allowed on assignment postings.
  - Replies to assignment postings can be made up to three days after the due date of the assignment.
  - Discussion postings can be made on or before the due date of the discussion assignment.
3. The final assignment or assignment redos not turned in by the date of the final assignment/project will be assigned a grade of zero, unless the student has made prior arrangements with the instructor.
  4. Students are encouraged to carefully check their projects before submitting them for review and grading.

## Learning Expectations / Mastery Learning

As discussed above, this class uses a hybrid mastery learning approach. As students take the course they are given assignments that allow them to show their mastery of the materials being covered. In a pure mastery learning approach, we would hold off on proceeding to the next assignment until all students had shown mastery and at worst case, students falling behind would be held back until a later course. Since this isn't possible in a college course, this hybrid approach expects students to meet the goals of each assignment and then grades are assigned based on their mastery. Students can then decide if they wish to improve their mastery (as reflected in their grade) or continue on to the next assignment to show their level of mastery on the next assignments content. While the assignments build on one another, students can show less mastery in one assignment and still show better mastery in a preceding assignment.

## TECHNICAL REQUIREMENTS

- Blackboard Learn: <https://bbsupport.unt.edu/TechnicalRequirements>
- Computer and Internet Literacy: <http://www.independence.edu/computer-literacy/>
- Headset/Microphone (if required for synchronous chats)
- Microsoft Office compatible software including word processing and presentation applications
- Java running on your local machine
- Windows Media player or Quicktime
- Working email account (make sure you have accessed your UNT Eagle Connect email and forwarded your mail from there)
- Adobe Creative Cloud subscription

## ACCESS/NAVIGATION/RESOURCES

### Access and Log in Information

This course was developed and is facilitated utilizing the University of North Texas' Learning Management System, Blackboard Learn. To get started with the course, please go to: <https://learn.unt.edu>.

You will need your EUID and password to log in to the course. If you do not know your EUID or have forgotten your password, please go to: <http://ams.unt.edu>.

### Student Resources

As a student, you will have access to:

- Student Orientation via Blackboard Learn. It is recommended that you become familiar with the tools and tutorials within the Orientation to better equip you in navigating the course.
- Blackboard's *On Demand Learning Center for Students* (<http://ondemand.blackboard.com/students.htm>) and *Blackboard Help for Students* (<https://help.blackboard.com/>) It is recommended that you become familiar with the tools and tutorials to better equip you to navigate the course.

### Being a Successful Online Student

- *What Makes a Successful Online Student?* (<http://www.ion.uillinois.edu/resources/tutorials/pedagogy/StudentProfile.asp>)
- *Self-Evaluation for Potential Online Students* (<http://www.ion.uillinois.edu/resources/tutorials/pedagogy/selfEval.asp>)

### Student Support

The University of North Texas provides student technical support in the use of Blackboard and supported resources. The student help desk may be reached at:

Email: [helpdesk@unt.edu](mailto:helpdesk@unt.edu)

Phone: 940.565-2324

In Person: Sage Hall, Room 130

Online: <http://www.unt.edu/helpdesk/>

Regular hours are maintained to provide support to students. Please refer to the website (<http://www.unt.edu/helpdesk/hours.htm>) for updated hours.

UNT is committed to providing a reliable online course system to all users. Students should immediately report any problems to the instructor and also contact the UNT Student Help Desk. The instructor and the UNT Student Help Desk will work with the student to resolve any issues at the earliest possible time.

### Additional Resources

- UNT Portal: <http://my.unt.edu>
- UNT Library Information for Off-Campus Users: <http://www.library.unt.edu/services>
- UNT Computing and Information Technology Center: <http://citc.unt.edu/services-solutions/students>
- Computer Labs:  
General access computer lab information (including locations and hours of operation) can be located at: <http://www.gacl.unt.edu/>

### COURSE COMMUNICATIONS

In this class, we will use online discussions to discuss concepts and topics found in the coursework. Remember to use the proper rules of netiquette when on the forum. There is a real person reading your posts on the other end of the internet connection, so please be respectful in your responses even when you disagree.

Resources regarding netiquette:

- [http://www.ic.sunysb.edu/Class/che326ff/discussion\\_board/etiquette.pdf](http://www.ic.sunysb.edu/Class/che326ff/discussion_board/etiquette.pdf) .
- <http://online.uwc.edu/technology/etiquette> .

### ASSESSMENT/GRADING

The class lectures will cover the assigned reading materials. Selected topics and assigned projects will also be discussed in class. In most cases, students will receive feedback on their course projects and assignments within 72 hours. If feedback cannot be provided within this timeframe, the instructor will notify students when they should expect to see feedback. Grades will be determined as follows:

Grade Points	Assignments	Notes
40	Quizzes	4 quizzes at 10 points each
24	Forum Discussions	4 forums at 6 points each
36	Graphic Design Assignments	4 assignments at 9 points each
100	Total Points	

Letter grades will be the higher grade resulting from the following two standards:

Option 1	
90-100%	A
80-89%	B
70-79%	C
60-69%	D
Below 60%	F

Option 2	
Top 10%	A
Next 20%	B
Next 40%	C
Next 20%	D
Last 10%	F

### Incomplete Grade Information

The department complies with university policy regarding the assignment of an Incomplete Grade in any course. Please see <http://registrar.unt.edu/grades/incompletes> for information. Per UNT policy, a grade of Incomplete can only be awarded to a student who is 1) passing the course and 2) has a justifiable and documented reason, beyond the control of the student, for not completing the course work on schedule. Notification and submission of documentation must be provided to the instructor at the time of the emergency.

### Turnitin Notice

Students may be required to submit written assignments for this class to Turnitin, a web-based plagiarism detection service. If your instructor requires you to use this service, please remove your title page and other personal information prior to submitting your assignment to Turnitin.

## COURSE EVALUATION

Students will be asked to complete the SETE evaluation found at [my.unt.edu](http://my.unt.edu) at the end of the semester.

## SCHOLARLY EXPECTATIONS

### Student Conduct and Academic Integrity

All works submitted for credit must be original works created by the scholar uniquely for the class. It is considered inappropriate and unethical, particularly at the graduate level, to make duplicate submissions of a single work for credit in multiple classes, unless specifically requested by the instructor. Work submitted at the graduate level is expected to demonstrate higher-order thinking skills and be of significantly higher quality than work produced at the undergraduate level. You are encouraged to become familiar with the university's Student Standards of Academic Integrity

policy: [http://policy.unt.edu/sites/default/files/untpolicy/pdf/7-Student\\_Affairs-Academic\\_Integrity.pdf](http://policy.unt.edu/sites/default/files/untpolicy/pdf/7-Student_Affairs-Academic_Integrity.pdf)

Of particular interest are the following terms:

- **Cheating** – intentionally using or attempting to use unauthorized materials, information, or study aids in any academic exercise. The term academic exercise includes all forms of work submitted for credit or hours.
- **Plagiarism** – the deliberate adoption or reproduction of ideas, words, or statements of another person as one's own without acknowledgement.
- **Fabrication** – intentional and unauthorized falsification or invention of any information or citation in an academic exercise.
- **Facilitating academic dishonesty** – intentionally or knowingly helping or attempting to help another to violate a provision of the institutional code of academic integrity.

## Copyright Notice

Some or all of the materials on this course web site may be protected by copyright. Federal copyright law prohibits the reproduction, distribution, public performance, or public display of copyrighted materials without the express and written permission of the copyright owner, unless fair use or another exemption under copyright law applies. Additional copyright information may be located at: <http://copyright.unt.edu/>.

## UNT POLICIES

### ADA Policy

The University of North Texas makes reasonable academic accommodation for students with disabilities. Students seeking accommodation must first register with the Office of Disability Accommodation (ODA) to verify their eligibility. If a disability is verified, the ODA will provide you with an accommodation letter to be delivered to faculty to begin a private discussion regarding your specific needs in a course. You may request accommodations at any time, however, ODA notices of accommodation should be provided as early as possible in the semester to avoid any delay in implementation. Note that students must obtain a new letter of accommodation for every semester and must meet with each faculty member prior to implementation in each class. Students are strongly encouraged to deliver letters of accommodation during faculty office hours or by appointment. Faculty members have the authority to ask students to discuss such letters during their designated office hours to protect the privacy of the student. For additional information see the Office of Disability Accommodation website at <http://www.unt.edu/oda>. You may also contact them by phone at 940.565.4323.

### Add/Drop Policy

The department adheres to the add/drop schedule established and published by the UNT Office of the Registrar. See the registration calendar for information (<http://essc.unt.edu/registrar/AOP/scheduleclassaop.html>).

### Student Conduct and Discipline

You are encouraged to become familiar with the University Student Code of Conduct maintained by the Dean of Students in the Office of Student Affairs: <https://deanofstudents.unt.edu/conduct>.

### Important Notice for F-1 Students taking Distance Education Courses:

#### Federal Regulation

To read detailed Immigration and Customs Enforcement regulations for F-1 students taking online courses, please go to the Electronic Code of Federal Regulations website at <http://www.ecfr.gov>.

The specific portion concerning distance education courses is located at "Title 8 CFR 214.2 Paragraph (f) (6) (i) (G)" and can be found buried within this document: <http://frwebgate.access.gpo.gov/cgi-bin/get-cfr.cgi?TITLE=8&PART=214&SECTION=2&TYPE=TEXT>

The paragraph reads:

(G) For F–1 students enrolled in classes for credit or classroom hours, no more than the equivalent of one class or three credits per session, term, semester, trimester, or quarter may be counted toward the full course of study requirement if the class is taken on-line or through distance education and does not require the student's physical attendance for classes, examination or other purposes integral to completion of the class. An on-line or distance education course is a course that is offered principally through the use of television, audio, or computer transmission including open broadcast, closed circuit, cable, microwave, or satellite, audio conferencing, or computer conferencing. If the F–1 student's course of study is in a language study program, no on-line or distance education classes may be considered to count toward a student's full course of study requirement.

### University of North Texas Compliance

To comply with immigration regulations, an F-1 visa holder within the United States may need to engage in an on-campus experiential component for this course. This component (which must be approved in advance by the instructor) can include activities such as taking an on-campus exam, participating in an on-campus lecture or lab activity, or other on-campus experience integral to the completion of this course.

If such an on-campus activity is required, it is the student's responsibility to do the following:

(1) Submit a written request to the instructor for an on-campus experiential component within one week of the start of the course.

(2) Ensure that the activity on campus takes place and the instructor documents it in writing with a notice sent to the International Student and Scholar Services Office. ISSS has a form available that you may use for this purpose.

Because the decision may have serious immigration consequences, if an F-1 student is unsure about his or her need to participate in an on-campus experiential component for this course, s/he should contact the UNT International Student and Scholar Services Office (telephone 940-565-2195 or email [internationaladvising@unt.edu](mailto:internationaladvising@unt.edu)) to get clarification before the one-week deadline.