

## **Adobe Visual Design** **SYLLABUS**

**INSTRUCTOR:** Dr. Kris Toscani  
**COURSE TITLE:** Adobe Visual Design I  
**OFFICE:** Room #D7 828-456-2408  
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### **Dear Students, Parents, and Guardians,**

This class is an introduction to the Adobe suite of applications and will focus heavily on Photoshop, InDesign, and Illustrator. The class will utilize a combination of practical application, direct instruction, team collaboration, and independent study in the BrainBuffet platform. Students will be provided with numerous resources to guide their learning, and in this class, the instructor will serve as a facilitator in the journey to beginning and extended competency in the applications, with a culminating Proof of Learning (POL) certification assessment administered prior to final examinations. The POL for Adobe Visual Design I comprises the Adobe Certified Professional Photoshop Credential and the Adobe Certified Professional Illustrator Exam.

### **COURSE CONTENT**

#### **Objectives/Units**

- 1 Understand critical concepts related to working in the design industry. 1.00**
  - Understand the importance of the project purpose, audience, and audience needs for preparing images. 1.01
  - Understand methods to communicate with colleagues and basic project management. 1.02
  - Understand the type of copyright, permissions, and licensing required to use specific content. 1.03
  - Understand key terminology related to digital images. 1.04
- 2 Apply procedures to use Adobe Photoshop for visual communications. 2.00**
  - Understand the Photoshop Creative Cloud interface and program settings. 2.01
  - Understand document structure and non-destructive editing in Photoshop Creative Cloud. 2.02
  - Apply procedures to create and modify visual elements using Adobe Photoshop Creative Cloud. 2.03
  - Apply procedures to publish digital images using Adobe Photoshop Creative Cloud. 2.04
- 3 Apply procedures to use Adobe Illustrator for visual communications. 3.00**
  - Understand Adobe Illustrator Creative Cloud interface and program settings. 3.01
  - Understand document structure for efficient workflow. 3.02

- *Apply procedures to create and modify visual elements Adobe Illustrator Creative Cloud. 3.03*
- *Apply procedures to save and export assets for specific purposes using Adobe Illustrator Creative Cloud. 3.04*
- 4 *Understand procedures to use Adobe InDesign for visual communications. 4.00*
  - *Understand project requirements for graphic layouts. 4.01*
  - *Understand print and digital media publications using Adobe InDesign Creative Cloud. 4.02*

## **MATERIALS**

Chromebook and Charger are Required Daily

Most documents will be created in one of the software suites or on a Google Doc, Sheet, Slide, or Form.

Pens/Pencils

## **CLASS RULES**

**RESPECT** show respect to your classmates, teacher, and school property

Be **PROMPT** and **PREPARED** (Prompt means in your seat and ready to work when the bell rings).

Cell phones are **off and out-of-sight** at all times.

Adhere to all rules in the "**Computer Network Usage Policy**": No games or unauthorized websites.

If you need to leave the classroom for any reason, **sign out** and take a hall pass.

Class will dismiss when the bell rings; You may begin logging off and packing up 1 minute before the bell.

**In addition to these rules, students will be expected to follow all school rules as outlined in the THS handbook.**

## **ACADEMIC DISHONESTY**

If a student is caught cheating, she/he will receive a '0' and parents will be notified. This applies to students providing answers and the students receiving the answers. Copying another's work is unacceptable.

Students will learn to create and properly cite sources in this classroom. Plagiarism, of any type, is unacceptable. Students copying and pasting content from the internet will receive a '0' for the assignment.

This policy includes the use of Artificial Intelligence (AI) of any type to complete an assignment or activity.

## GRADES

Grades are posted in Google Classroom. You are responsible for checking your grade & keeping up with missing assignments. Grades will not be discussed during instructional time. Please see me before school, at lunch, or after school to discuss make-up work, missed assignments, late work, or other questions that are not for the benefit of the academic community.

## COURSE WORK

|                           |                                     |
|---------------------------|-------------------------------------|
| Quizzes/Vocabulary:       | 20%                                 |
| Daily Classwork/Homework: | 30%                                 |
| Tests/Projects            | 50%                                 |
| FINAL GRADE CALCULATION:  | Performance Based Measurement (PBM) |
| Semester grade            | 75%                                 |
| Final Exam:               | 25% of the course grade             |

## MAKE UP WORK

Students shall have two (2) school days per absence to complete missed assignments. A maximum of ten (10) days will be allowed for students to complete all missed work. Long-term assignments are exempt from the make-up consideration and are due as assigned. Students who are absent from school can request their work from their teacher(s) via email or through Google Classroom

## SCHOOL RELATED ABSENCES

Field trips and approved school functions will not count as an absence. Seniors may take two Code 6 days during the school year for a college day; juniors may also take two Code 6 days. Documentation from the host college must be provided to the counseling center and approved. School work must be made up within two days following a school related absence.

## ATTENDANCE

**Five Days:** When a student misses 5 days, excused or unexcused, not including ISS, OSS, or Code 6 (school related activities), the teacher must attempt to make a parent contact by calling and then follow up with a letter mailed home to inform the parent of the student's attendance. (Policy 4400R)

- **Ten or More Days:** When a student misses ten (10)+ days in any class period (excused or unexcused) the student is required to complete an ATTENDANCE APPEAL FORM. The appeal form and proper documentation should be submitted to the office by the appropriate deadline. The Attendance Committee will evaluate each student's appeal individually by the end of the semester and determine whether the student will receive course credit. Students granted an appeal will receive the grade earned in the class. If the appeal is denied, the student will NOT receive credit for the class. If a student is failing a class in which they have 10+ absences, they cannot appeal for course credit.

## ATTENDANCE CONTINUED

- **CHECK-INS/CHECK-OUTS:** Students who leave school early must check out through the office. Failure to do so will result in truancy. Students who come to school late must check-in through the office.
- **TARDY POLICY:** Classes will begin when the bell rings. Students will report to class on time. Being punctual is a habit worth developing. Tardy students disrupt learning. **LATE BUSES CONSTITUTE THE ONLY EXCUSED TARDY TO SCHOOL.** Oversleeping or traffic problems are NOT normally excused. During class changes when a student arrives to class after the tardy bell; the teacher will record the tardy in their records.

## ELECTRONICS

Students are required to keep cell phones off and out-of-sight during the entire class period. Cell phones must be stored such that they are not distracting or accessible during class. The goal is to extend students the courtesy of trust and respect for the proper use of electronic devices during the instructional day.

**Failure to abide by these rules will result in a discipline referral to the office.**

**If necessary, we will revert to the standard practice below:**

Students will be assigned a cell phone station number for their phone at the front of the room. All cell phones will be placed in their assigned cell phone holder and silenced at the beginning of class before the bell rings. Do not touch anyone's cell phone except your own.

**Failure to abide by these rules will result in a discipline referral to the office.**

## SUMMARY

This is a fast paced course and you must engage daily to ensure your success. Assignments will build upon prior knowledge and increase in complexity as the semester progresses. It is important to maintain your assignments, review your notes on a regular basis, and follow an organizational system that helps you to keep pace. My hope is that you will (1) learn by doing (2) grow as a student (3) challenge yourself to think critically and (4) apply the knowledge acquired to new situations.

## Go Mounties!

Dr. Kris Toscani  
Tuscola High School

Student Signature \_\_\_\_\_ Date \_\_\_\_\_

Parent/Guardian Signature \_\_\_\_\_ Date \_\_\_\_\_

Parent email: \_\_\_\_\_ Parent Cell: \_\_\_\_\_

