Dear Parents, Guardians, and Students,

   The focus of the course will be to learn to use and manipulate the computer to create, much like an artist learns to use paint, charcoal, or clay. In order to manipulate the computer as a medium, the students must become intimately familiar with several programs including Photoshop, Illustrator, and Autodesk Sketchbook. These applications will be used to create projects that build mastery of the programs, in preparation for the students to either continue to the next level or use their knowledge to prepare relevant projects for other classes.

   Students will be ***expected to meet their deadlines***, ***stay productive***, ***and maintain a notebook*** for investigation of ideas as well as the collection of pertinent information. Ultimately, the goal is to train the students to use the programs listed and have their notebook serve as a reference guide for future exploration beyond class. Attached to this letter is a syllabus that will explain these expectations in detail as well as a supply list, breakdown of grading, and expectations in the class. I look forward to working with all of you during this semester.

Best Regards,

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Steven M. Cozart
Visual Arts Specialist

Weaver Honor Code:
Weaver students are expected to demonstrate exceptional character. As a reminder about the importance of integrity, students must agree to abide by our code of honor: I will abide by the Weaver Honor Code. I will not give or receive unpermitted assistance in the preparation of any work or assessment that is to be used by the instructor as the basis of grading.

Please read the information, then click the following link to acknowledge that you have read and understand the expectations and requirements for the successful completion of the class:

https://forms.gle/NvhLnyJAL1PasihW6

Both students AND parents must complete the Google form to acknowledge.

Computer Graphics (Beginning and Intermediate)　　　　**Steven M. Cozart**
Second Block (10:50 – 12:20)　　　　　　　　　　　　**cozarts@gcsnc.com**
336-370-8282　　　　　　　　　　　　　　　　　　　　**Planning: 1:10 – 2:40**

<u>Course Syllabus</u>

<mark>**<u>PLEASE BE ADVISED THAT THIS DOCUMENT IS SUBJECT TO CHANGE. PARENTS AND STUDENTS WILL BE NOTIFIED OF ANY CHANGES IMMEDIATELY</u>**</mark>

<u>Classroom Rules and Guidelines:</u>
　　　　Although there are rules in place that address acceptable school behavior (please refer to the **_<u>Student Handbook</u>_** on Weaver's Website), each classroom has its own set of guidelines for that environment.

For Mr. Cozart's room, these expectations are as follows:

- **<u>All students are expected in class, on time.</u>**
  Students must have a valid excuse for being tardy. Please see the Weaver Academy Student Handbook regarding Attendance.

  In the event that we must have class virtually, the expectation is the same. While it is understood that there may be technical difficulties, every student should make their best effort to be punctual.

- **<u>Students will remain quiet during presentations by the instructor.</u>**
  In the event that we must have class virtually, the expectation is the same.

- **<u>Students will drop of phones in the designated area at the beginning of class and will leave them until the period ends.</u>**
  Phones should be off and not visible, unless otherwise directed by the instructor. **<u>Phone calls or texts are not acceptable, even from a parent</u>**. Students caught in violation will have their phones confiscated IMMEDIATELY and can only be returned to a parent. Please refer to the Weaver Academy Electronic Devise Use Policy.

  In the event that we must have class virtually, the expectation is the same.

- **<u>Students will NOT use any device to photograph or record video of ANYONE without their permission.</u>**

- **<u>NO FOOD OR DRINK ALLOWED IN THE COMPUTER LAB OR STUDIO.</u>**
  If there is a necessity for food or drink, students will consume them in the Visual Art Studio Maker Space.

- **<u>NO STUDENT WILL LEAVE THE CLASSROOM OR STUDIO WITHOUT PERMISSION.</u>**

- **<u>All will show respect towards one another and self.</u>**

- **<u>VIOLENCE, PROFANITY, OR DISRESPECT WILL NOT BE TOLERATED</u>**
  Any act as such towards the instructor, staff, or other students will be IMMEDIATELY referred to an administrator.

It is *expected* that all students *will follow the rules* of the art room as well as the *discipline policy* established by Guilford County Schools to promote a safe and positive learning environment. If a student chooses to ignore these guidelines, the following consequences *will* occur:

1st Offense............ *Warning*
2nd Offense........... *Parent Contact*
3rd Offense........... *Parent Contact, Referral to an Administrator*
4th Offense………… *Immediate Referral to an Administrator*

***NOTE: Any student who chooses a behavior that keeps the class from functioning will be sent *immediately* to an Administrator. ***

CANVAS

Students will access assignments, rubrics, quizzes, and other documents through Canvas. It is IMPERATIVE that students check Canvas for Weekly Agendas and assignments. Students will also check Canvas for feedback for EACH ASSIGNMENT. ALL STUDENTS SHOULD BRING THEIR CHROMEBOOK TO CLASS DAILY.

Please be mindful of the requirements of turning in assignments on Canvas. If an image is requested in a specific file format, it is the expectation that it will be uploaded that way. If it is not, this could adversely affect your grade. This will be made clear within the assignments on Canvas.

Supplies

- CHROMEBOOK
- Pencils (mechanical and wooden)
- 1/2", three ring binder, divided into two sections.
- Flash Drive (Minimum 32 GB recommended)
- 1 pack of 8.5"x11" MATTE PHOTO PAPER (can be shared among students)
      Other supplies and materials will be mentioned as class progresses

Attendance
Students are expected to arrive on time. It is disrespectful to your classmates as well as Mr. Cozart to arrive late.

If a student has any issues regarding attendance or absences, that student should notify Mr. Cozart ASAP through email or text (336-270-9041).

Deadlines:

MEAN JUST THAT

Assignments are due by the end of the day, uploaded to Canvas, on that given date. In the event of unforeseen circumstances or problems, an extension of 2 days will be given. (For example, if a project is due on Wednesday, the student may take a grade of INCOMPLETE that will remain until 8:00 Friday morning. ***The student will not be allowed time in class to finish an overdue project.*** You must pursue that in your own time. If an assignment is not turned in by then, the student will receive a grade of 0.

In addition, assignments received after the agreed upon date (after discussion with instructor) will be given reduced credit.

Students MUST notify me PRIOR TO THEIR DUE DATE if they anticipate any issues.

Grading

Students will access assignments, rubrics, quizzes, and other documents through Canvas. It is IMPERATIVE that students check Canvas for Weekly Agendas and assignments. Students will also check Canvas for feedback for EACH ASSIGNMENT.

Due to issues with Canvas and PowerSchool syncing, students and parents must check POWERSCHOOL for an accurate grade for the course. If this situation improves, parents and students will be notified.

Our course work will consist of class assignments, projects, quizzes, and tests.

For Computer Graphics I (Beginning):
Projects	*40%*
Quizzes	*20%*
Sketchbook/Participation	*20%*
Exam (Mid-Term and Final)	*20%*

For Computer Graphics II (Intermediate):
Projects	*60%*
Quiz/Sketchbook/Participation	*20%*
Exam (Mid-Term and Final)	*20%*

*****It is **THE STUDENT'S** responsibility to make up any missed assignments. Contact Mr. Cozart to make arrangements ASAP. *****

Grades for projects break down as follows:
Project Parameters:	*60%*
Craftsmanship:	*40%*

A rubric (list of requirements to complete the project) WILL BE POSTED TO CANVAS at the beginning of each assignment so the student is aware of everything that will be required within the project. In addition, students will also receive a written explanation of the project to give specific parameters to the project. **Innovation within these parameters is greatly encouraged**. Creativity derives from working within limits. Ask yourself, "*What can I do to create a different solution, yet satisfy the requirements of the project?"*

Craftsmanship (neatness) *accounts for a substantial portion of the project*. Sloppy, messy, or poorly handled work will adversely affect your grade. The instructor will provide instruction and tips on how to maintain a clean, professional-looking project. <mark>*This is not only regarding the matting and mounting of printed projects, but, in addition, adhering to guidelines for the presentation of virtual images on screen as well.*</mark>

How to Succeed in Computer Graphics

- *Listen* to instructions and *follow directions* carefully.
- *Maintain an ORGANIZED notebook for class.*
- *Respect others'* work and take pride in your own.
- Come to class *on time, prepared*, and *ready to work.*
- Develop the *self-discipline* needed to work independently *in class.*
- Turn in projects of the *HIGHEST CRAFTSMANSHIP*
- **MEET ALL DEADLINES!!!!**

***Students who receive a grade of "C" or below are expected to attend tutorials until their grade becomes satisfactory (B- or above). ***

NOTEBOOK
Each student is *expected and REQUIRED* to have their *notebook and supplies for class every day*. **Notebooks will serve as a reference manual for using digital programs**. Notebooks should remain organized.

In addition, we will add sketchbook assignments to the notebooks as needed. Sketches are vital to plan for several of the assignments and used as a *reference* for final projects. Furthermore, *sketches and other assignments in the notebook count as 20% of your final grade.*

Projects, where appropriate, will involve the use of sketches prior to creating the imagery within a chosen program. In fact, some sketches will be scanned into the computer as a base to build upon for the creation of the imagery.

*****There should be an obvious effort for sketches to be of the best quality (in accordance with the student's skills). *****

Flash Drive/BACKUP
I cannot stress the importance of keeping projects and data recorded on a flash drive, external hard drive, or Cloud. *It is VITAL that they have a backup other than the device that is being used for class.* Over my years of teaching, I have had several students *LOSE THEIR PROJECTS* because of

a computer glitch (and have fallen victim to this myself). This could have been easily avoided by simply backing up the file.

As a result, this is not an option, _but a requirement for class._ Students are responsible for backing up their work on both the flash drive (or cloud, or external hard drive) as well as the hard drive of their device.

Copyright Issues

Students should make every effort to follow the guidelines set for each project. Sometimes, in the creation of a project, reference material is found and used. While this is a viable option, references **_should only be taken from allowable sources_**. If at all possible, it would be best if the students created their own references. **_Please refer to the Weaver Academy Visual Art Dept. Plagiarism Policies._**

Any student found using imagery that they did not create and claiming it as their own will receive a grade of "0" for that particular project. Plagiarism is a serious offense and can be grounds for rescinding a student's invitation to Weaver Academy.

This course will directly address the following goals over the semester as related to the ongoing development of the students as proficient artists in the Computer Graphics course:

North Carolina Essential Standards
Beginning Visual Arts

        Beginning High School Visual Arts standards are designed for students with no or limited K-8 progression in Visual Arts education.

        The Essential Standards communicate what students should know and be able to do because of instruction at each proficiency level: beginning, intermediate, proficient, and advanced (9-12).

Note on Numbering:
- **B**-Beginning High School Standards

Note on Strands:
- **V** - Visual Literacy
- **CX** – Contextual Relevancy
- **CR** – Critical Response

B.V.1.2	Apply the Elements of Art and Principles of Design to create art.
B.V.1.3	Classify art according to specified styles.
B.V.2.3	Create personal, symbolic expression as a means of communication (original, visual language).
B.V.3.3	Exemplify characteristics of different artistic processes.

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B.CX.1.1	Use visual arts to explore concepts in *world history and relate them to* noteworthy events, ideas, and movements from a global context.
B.CX.1.4	Interpret art in terms of cultural and ethnic context.
B.CR.1.2	Use teacher-generated criteria to evaluate personal art.