



Digital Media Foundations 1

2025-2026

Instructor:	Jennifer Bennett, MFA University School Assistant Professor	Course Title:	Digital Media/Multimedia Foundations 1(#8201210)
E-mail:	jbennett@pky.ufl.edu	Course Meets:	1st Period AB Days
Direct Phone:	(352)392-1554	Office Location:	Q-502
Office Hours:	8:15- 8:30 AM 3:00- 3:45 PM; by appointment only		

Please review the information shared within the following links:

- [2025-2026 Code of Student Conduct](#)

Course Description

At **P.K. Yonge**, Digital Media/Multimedia Foundations 1 introduces students to the core principles of visual communication and digital design. This foundational course emphasizes design theory, design history, photography, and typography, key elements in the world of digital media. Students will gain hands-on experience using industry-standard tools, such as Adobe Creative Cloud, to create compelling visual content and explore the creative process from concept to execution.

Through project-based learning and exploration of influential design movements, students will develop an understanding of how design shapes media, culture, and communication. A strong emphasis is placed on critical thinking, aesthetic judgment, and technical skills needed to build a professional digital portfolio.

Key Topics Include:

- Elements and principles of design
- History and evolution of graphic design
- Introduction to Adobe Photoshop and Illustrator
- Digital photography and image composition
- Fundamentals of typography and layout design
- Visual storytelling and concept development
- Copyright, ethics, and digital citizenship



Digital Media Foundations 1

2025-2026

Course Grade

This is a year-long course that meets on an A/B schedule. This class is 1st Period - on both A& B Days. Grades are continuously updated as students submit assignments and are synced to Skyward nightly. Major updates and feedback will be provided each Friday or following assignment due dates. A final course grade will be issued at the end of the school year.

Tests linked to the course

Adobe Certified Professional (ACP) in Visual Design using Adobe Photoshop

Goals & Standards

- **Presentation Production Mastery:** Demonstrate an understanding of presentation production techniques and effectively apply them to digital media projects. (CTE-AATC.912.8201210.1)
- **Foundational Computer Skills:** Exhibit basic computer knowledge and proficiency essential for success in digital media design. (CTE-AATC.912.8201210.2)
- **Image and Media Production Expertise:** Apply advanced skills in the production of still images and time-based media, integrating creative and technical aspects. (CTE-AATC.912.8201210.3)
- **Photo and Media Editing Proficiency:** Utilize photo and time-based editing software to produce polished and professional digital designs. (CTE-AATC.912.8201210.4)

Every unit will speak to the Sunshine State Standards.

Sunshine State Standards(CPALMS) can be viewed [here](#).

The framework for this course from the Department of Education can also be accessed [here](#).

Course Schedule

First 9 Weeks Units	Second 9 Weeks Units
Introduction to Digital Media and Design Theory and the History of Graphic Design	Typography in Our World
Color Theory	Illustration and Layout Design



Digital Media Foundations 1

2025-2026

Course materials

- All course resources, including digital texts, reference images, instructional videos, and project guides, will be located in Canvas and updated with each assignment. This ensures students have access to the most current materials relevant to the unit or project. Ongoing course materials can be accessed [here](#).

Procedures

- **Supplies**
 - #2 pencil and eraser
 - Black or blue Ink pen
 - Sketchbook - Created in class
- **Classwork and Homework**
 - Daily Warm-Up Design Exercises
 - Sketchbook Assignments/Lecture Notes
 - Software Skills Practice
 - Photography
 - Group Critiques
 - Planning, Production, and Final Projects

General Expectations

4Rs

- Responsible: Students must attend and be on time to class.
- Respectful: Students must show respect for each other and the classroom/school space.
- Resilient: Students are willing to take on challenges and use skills to overcome them.
- Ready: Students are prepared to work and learn everyday.

Late Work Policy

I do not accept late work. However, if you submit your assignment on or before the due date, you can continue to revise and resubmit assignments after I have assessed them until you achieve the grade that shows growth and mastery. Resubmissions are only allowed if the original work was submitted on time and close at the end of each grading period.

Please note that any work submitted after the due date will not be accepted and will result in a zero for that assignment. Therefore, submit your work on time, even if it's unfinished, as you will have the opportunity to improve it later.



Digital Media Foundations 1

2025-2026

Communication Protocols

Students and Families can communicate with me by email at jbennett@pky.ufl.edu or Canvas messaging. In addition, my office hours are between 8:15 AM - 8:30 AM each day and 3:00-3:45 upon appointment. Additional hours may be available as

Electronic Device Policy

Students must come to class every day with their charged Chromebook. During class, the Chromebook should be used only to participate in the class. Students should not have personal electronic devices out during class at any time for any purpose, unless instructed to do so. For more detailed information regarding our acceptable use of technology, please review our [school's policy](#) on the P.K. Yonge website.

Kindergarten-8th Grade

Students may possess a wireless communication device on school property or while attending a school function, but they are not allowed to use it at any time during the school day from the start of the instructional day to the end of the instructional day.

9th-12th Grade

Students may possess a wireless communications device but may only use it outside of class time - or when a teacher gives explicit permission for instructional purposes. Devices must be stored in teacher-designated areas during instructional time.

PK will provide access to telephones for students who need to contact families during times when they are prohibited from using their personal device.

Grading Policy and Assessments

P.K. Yonge's Grading and Credit system is based on our shared beliefs about the purpose of assessment:

- Students should have a clear understanding and shared ownership of learning goals
- Grades should communicate what students know and are able to do both within and across disciplines
- Students should have multiple opportunities to practice, receive feedback, and demonstrate their knowledge and skills
- It is critical for students to develop productive habits of work alongside content and skill development



Digital Media Foundations 1 2025-2026

Type	Examples	% of Grade
Habits of Work	Work Ethic, Critiques, Discussions, Care of Lab Equipment and Tools, Punctuality, Quality of Work, and Timeliness	5%
Formative	Smaller projects, Class exercises, Sketchbook entries, Notes, etc.	20%
Summative	Major Projects and End of Unit Assessments	75%

The chart below outlines the relationship between numerical grades, letter grades, mastery-language, and credit within our mastery-based system.

Mastery-Language	Range (4-point grade system)	Meets Standard Course Credit Earned
Mastery (A)	3.51 - 4.0	GPA Point 4
Proficient (B)	3.01 - 3.5	GPA Point 3
Approaching (C)	2.51 - 3	GPA Point 2
Beginning (D)	2.01 - 2.5	GPA Point 1
Not Meeting (F)	.01 - 2.0	No Course Credit
No Evidence	0	No Course Credit



Digital Media Foundations 1 2025-2026

Academic Dishonesty

All work submitted in this course must be your own original work, if not, it must contain full acknowledgment of all borrowed sources and materials with correct citation in the appropriate format. Academic dishonesty in any form is strictly **prohibited**. Any use of uncredited material from a published source, another student, AI writing tools such as ChatGPT, or any other AI assistance will constitute academic dishonesty.

Examples of academic dishonesty include, but are not limited to:

- **Plagiarism:** Copying or closely imitating another's work without proper attribution.
- **Cheating:** Using unauthorized resources or assistance during exams or assignments.
- **Fabrication:** Falsifying data, information, or citations.
- **Collusion:** Collaborating with others when independent work is required.
- **Impersonation:** Having someone else complete an exam or assignment for you.
- **Ghostwriting:** Having another person write or substantially revise your work.
- **Unauthorized Access:** Obtaining test questions or academic materials without permission.
- **Self-Plagiarism:** Reusing your own previously submitted work without approval or citation.
- **Forgery:** Altering or falsifying academic records, documents, or signatures.

Consequences:

Any academic dishonesty will result in a *failure of the assignment* at minimum. Additional consequences may include failure of the course, academic probation, or dismissal from P.K. Yonge. All instances **WILL** be reported to the student's counselor, Behavior Coach, and Administration.



Digital Media Foundations 1 2025-2026

P.K. Yonge Developmental Research School Digital Device Usage Agreement

The use of technology in the classroom including iPads, electronic styluses, laptops, Mac computers, and other digital tools is a privilege that supports independent learning, creativity, and collaboration. These devices are valuable resources, and students are expected to handle them with respect and care at all times.

Student Expectations:

- Use all school-provided technology only for instructional purposes, as directed by the teacher.
- Treat all devices with care. This includes avoiding food or drink near devices, properly storing and handling them, and using styluses and screens gently.
- Only access appropriate content and applications as instructed.
- Report any issues or damages immediately to the teacher.
- Use only your assigned device unless otherwise directed.

Important:

Failure to meet these expectations including intentional damage, neglect, or misuse of any digital technology may result in the loss of device privileges, disciplinary action, and/or financial responsibility for repair or replacement.

P.K. Yonge's policy for acceptable use of technology ensures students are competent, respectful digital citizens. More information can be found in the school's Student Code of Conduct and online at the PK website.

Course & Period: _____

Student's Name: _____

Student's Signature: _____

Parent/Guardian Name: _____

Parent/Guardian Signature: _____

Date: _____