

Merrillville High School

CAREER AND TECHNICAL EDUCATION COURSE SYLLABUS

Course Information:

High School Course Title & DOE #: Graphic Design & Layout – 5550

HS Credits: 2.0

Length of Course: 2 trimester

Recommended High School Prerequisites: Principles of Digital Design 7140, Digital Design Graphics 7141

High School Faculty Information:

Name: Joshua Metz

Office Location: Merrillville High School

Contact Information: Phone: 219-650-5307 ext 5474 Email: jmetz@mvsc.k12.in.us

Catalog Description:

Graphic Design and Layout teaches design process and the proper and creative use of type as a means to develop effective communications for global, corporate and social application. Students will create samples for a portfolio, which may include elements or comprehensive projects in logo, stationery, posters, newspaper, magazine, billboard, and interface design.

Course Objectives:

Typography

- Describe, appreciate and apply the history and development of type and typefaces.
- Describe and use typographic terminology.
- Create various design projects/layouts that demonstrate the ability to solve communication design problems using typography.
- Be aware of the design (typefaces, hand lettering, font creation) options available, and fully utilize the unique potential of the typography.
- Develop an attention to detail to recognize typographic rules and aesthetics.
- Evaluate your and peer work critically.

Graphic Design and Layout

- Create portfolio quality projects by applying the design process.
- Develop marketing concepts by completing creative briefs based on global, corporate and social applications and target audience.
- Visualize ideas by means of research, thumbnail sketches, and developmental drafts.
- Identify print reproduction criteria necessary for various media.
- Adhere to a production schedule to meet deadlines in an efficient and professional manner.
- Present and provide feedback to peers, clients, faculty, or advisors.

Required High School Textbook/Resources:

Signed agreements for tool/hardware use, proper clean up of workstations, and classroom etiquette
Recommended: Flash Drives 32 gigabytes or higher (provided by student)

Grading and Evaluation:

Grades are electronically entered into Skyward. Final exams constitute 20% of overall trimester grade.

Methods of Evaluation:

Diagnostic, Hands-on projects, midterm and Final exam.

Grading Scale:

92.5-100 = A

89.5-92.49 = A-

86.5-89.49 = B+

82.5-86.49 = B

79.5 - 82.49 = B-

76.5 - 79.49 = C+

72.5 - 76.49 = C

69.5 - 72.49 = C-

66.5 - 69.49 = D+

62.5 - 66.49 = D

59.5 - 62.49 = D-

59.49 and below = F

Attendance/Tardy Policy:

Students are expected to attend class and to let the instructor (Mr. Metz) know by email if they have to be absent for any reason.

Students not in their seat by the sound of the bell (the start of class) will be marked tardy. Students arriving 15 minutes late to class, will need to report to student services for a valid pass. ***Students without a valid tardy pass will not be admitted into the classroom.***

Classroom Etiquette:

- Each student is expected to participate actively in class activities. Active participation involves coming to class prepared, responding to questions, and engaging in class activities and assignments.
- The instructor (Mr. Metz) will provide specific due dates for all assignments on the board, and in Google Classroom. ***Late assignments will be reduced by one letter grade from the grade earned, unless valid communication with the instructor is made, prior to the deadline.***
- Discontinue the use of all electronic devices for the duration of each class. Cell phones are **NOT** permitted in class. If you have an emergency, let the instructor (Mr. Metz) know, before stepping out into the hall so as to not disturb others in the class. If you are using your cell phone instead of paying attention in class, the instructor (Mr. Metz) will ask you to put it away. If the problem persists, you will be sent to Student Services.
- Students are expected to spend approximately five (5) hours a week, on average, completing homework assignments in order to achieve the learning objectives for this 12-week course.
- Each student assumes the responsibilities of being a member of the Merrillville School Corporation academic community. ***All acts of plagiarism will not be tolerated,*** including:
 - *cheating*
 - *claiming one's work as their own*
 - *fabrication/helping one to commit any of these acts.*

Any violations of academic honesty will receive disciplinary action, according to the rules set forth within the student handbook.

Instructional Methods:

Class discussions, PowerPoint, YouTube, demonstration, teacher modeling, group activities, peer feedback, and individual feedback.

Accommodations:

Students that require any accommodation (such as students with disabilities, religious conflicts, etc...) should notify the instructor as early as possible and accommodations will be made on an individual basis in adherence with the regulations outlined in the student handbook.

Assignments and Tentative Course Schedule:

<u>Class Meeting</u>	<u>Topic</u>	<u>Assigned Work</u>	<u>Work Due and Exams</u>
Week 1	Introductions, Previous Programs Review	"Get to know me" worksheet, signed agreement for hardware use, create something assignment	"Get to know me" worksheet, signed agreement for hardware use, create something assignment
Week 2	Typography	Typography History WS, Typography Vocab WS	Typography History WS, Typography Vocab WS, Typography Quiz
Week 3	Creative Problem Solving	Fast Food + Grocery Store Prompts.pdf	Fast Food + Grocery Store Prompts.pdf
Week 4	Creative Problem Solving	Clothing Store + Bank Prompts.pdf	Clothing Store + Bank Prompts.pdf
Week 5	Typography Creation	Typography Creation Project	Typography Creation Project
Week 6			
Week 7			
Week 8			
Week 9			
Week 10			
Week 11			
Week 12	Final Review Week	Final study Guide	Final Test
Week 13	Introductions, Previous Programs Review	"Get to know me" worksheet, signed agreement for hardware use, create something assignment	"Get to know me" worksheet, signed agreement for hardware use, create something assignment
Week 14	Portfolios, Design Briefs, and Creative Project Management	Design Brief for Business Client Branding Project	N/A
Week 15	InDesign Introduction	N/A	Design Brief for Business Client for Branding
Week 16	Foreign Design Aesthetics, Thumbnails	50 Thumbnails for Business Client branding (increments of 10)	40/50 Thumbnails for Business Client Branding
Week 17	Assemble Client Design Package	Business Client Branding Project	Last 10 Thumbnails for Business Client Branding, Business Client Branding Project
Week 18	Class Critiques	N/A	N/A
Week 19			

Week 20			
Week 21			
Week 22			
Week 23			
Week 24	Review, Final	Final Study Guide	Finals