



Buchanan High School
CTE Department
401 W. Chicago Street
Buchanan, MI 49107

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CTE COURSE TITLE
Intro to Graphic Design
TEACHER NAME & CONTACT INFORMATION
Russ Philip, CTE Instructor Work Phone: 269.695.8403 x. 20113 E-mail Address: rphilip@buchananschools.com
COURSE DESCRIPTION
This course will introduce you to two incredible software systems from Adobe to generate illustrations, enhance and modify graphics (and photography), and combine all elements to create a wide variety of designs, art, photo projects and much more! Adobe Illustrator is used to generate graphics and design. Adobe Photoshop is used to alter and modify digital photography. Students will touch on both of these software programs using the Creative Cloud package. Additionally, we will explore a variety of online graphic design programs and students will get to work with state-of-the-art industry equipment such as Wacom tablets. Students will spend 1 hour in class learning the basics of a variety of graphic design software systems and identifying potential career opportunities in the Graphic Design field.
PREREQUISITES/HELPFUL SKILLS
Basic computer knowledge needed. Communication skills are helpful.
COURSE OBJECTIVES/COMPETENCIES/PROFICIENCIES
This program will help to develop graphic art skills and photographic manipulations. It will teach online safety and security strategies, and help prepare you to adapt to the constantly changing technology. We have 6 key objectives: 1. Creativity and Innovation - demonstrate creative thinking, construct knowledge, and develop innovative products and processes using technology 2. Communication and Collaboration - use digital media and environments to communicate and work collaboratively, including at a distance, to support individual learning and contribute to the learning of others. 3. Research and Information Fluency - apply digital tools to gather, evaluate, and use information. 4. Critical Thinking, Problem Solving, and Decision Making - use critical thinking skills to plan and conduct, research, manage projects, solve problems, and make informed decisions using appropriate digital tools and resources. 5. Digital Citizenship - understand human, cultural, and societal issues related to technology, and practice legal and ethical behavior. 6. Technology Operations and Concepts - demonstrate a sound understanding of technology concepts, systems, and operations.

CLASS EXPECTATIONS FOR A SUCCESSFUL YEAR

All assignments must be completed during the class period. All books must stay in the classroom (textbooks may not be taken home).

Absolutely no food, drinks, or gum allowed in the classroom.

Textbooks remain in the classroom and therefore Quizzes and Tests must be completed on the day they are assigned.

NO CELL PHONES

Students are expected to follow all district and building policies in addition to classroom policies.

Course content and required assignments will be delivered in the classroom, the lab, or at work-based learning sites. If and when that is not possible due to any reason, students will continue to complete coursework remotely. Course content and required assignments will be delivered to students via one or more of the following: a virtual learning platform, Google classroom, text message, email, or printed materials. Completed work during remote learning will be submitted for a grade. Virtual learning is an expected part of this program and students will be expected to attend and participate.

GRADING PROCEDURES/ASSESSMENTS/SCALE

All grades earned are cumulative for the term. The grading scale will be as follows

90-100	A
80-89	B
70-79	C
60-69	D

The weighting of grades will be as follows:

Final	20%
Projects	50%
Daily Work	30%

Grades will be updated in PowerSchool weekly. Late work will be entered after all current assignments have been graded. Be sure to follow each assignment rubric as there are many important details you will be held accountable to.

Late Work:

Assignments that are not submitted on time will only be eligible for 90% credit. Students will be able to submit late work throughout the semester. The last day to submit late assignments will be 1 week BEFORE the end of the semester. No assignments will be accepted past that point for any credit. You may retake a test 1 time if you have demonstrated that you have put forth additional effort into studying for that test. For example, you must complete a chapter review or a review sheet prior to retesting. Students that do not provide evidence of additional test prep will not be allowed to retake a test until evidence is provided. Certification tests are NOT eligible for retakes as they cost \$100 for each certification. Final exams are also not eligible for retakes. It is your responsibility to schedule a time to make up your test.

Cheating Policy:

Cheating or plagiarism will result in a zero on that assignment or test.

STUDENT HANDBOOK

Buchanan student handbook will be followed regarding student disciplinary issues.

STUDENT ORGANIZATION AND COMMUNITY SERVICE PARTICIPATION

Students will have the opportunity to participate in a variety of leadership activities in and out of the classroom throughout the year. Additional details will be provided for each experience via the classroom website.

CERTIFICATIONS/CREDENTIALS

Adobe certifications will be offered to students earning an 80% or higher in the course for the specific certification students are attempting to earn.

COLLEGE CREDITS & ARTICULATION

For those students who qualify, college credits may be available in various forms through our postsecondary partners throughout the state. Please see our CTE director for more information.

WORKBASED LEARNING EXPERIENCES

Students will explore careers and have multiple opportunities to connect their educational decisions to career options. Career awareness, exploration, preparation, and training may include field trips, guest speakers, job shadows, and job placements as part of this course.

I have reviewed these expectations with my student. Should there be an issue with my child, I encourage the teacher to contact me as soon as possible. I am including my current email and phone number.

Student's Name Printed: _____

Parent's Signature: _____

Parent's Name Printed: _____

Parent's Email: _____

Parent's Phone Number: _____

Please keep all pages of this syllabus for your records except for the signature page and return the signature page only by September 5th, 2025.