Cerro Coso College

Course Outline of Record Report

10/13/2021

DMA C107 : Computer Illustration and Design

General Information

Author:	• Suzanne Ama • Taton, Vickie • Stallings, Michelle
Course Code (CB01) :	DMA C107
Course Title (CB02) :	Computer Illustration and Design
Department:	Business Information Technolog
Proposal Start:	Spring 2022
TOP Code (CB03) :	(0614.60) Computer Graphics and Digital Imagery
SAM Code (CB09) :	Clearly Occupational
Distance Education Approved:	Yes
Course Control Number (CB00) :	No value
Curriculum Committee Approval Date:	11/01/2019
Board of Trustees Approval Date:	12/12/2019
External Review Approval Date:	12/12/2019
Course Description:	This course enables students to develop computer illustration and graphic design skills through visual design exercises and projects, including logos, technical and creative illustrations, package designs, and brochures. Students learn principles of page layout and typography. Students also develop proficiency through the intermediate levels in the use Adobe Illustrator and Adobe InDesign. No prior knowledge of the software is required.
Submission Type:	New Course Materials This is a cyclical revision in preparation for Program Review next year. The last assessment was completed in 2019. There were no impacts from the assessment on this COR revision.
Author:	No value

Faculty Minimum Qualifications

Master Discipline Preferred:	• Art • Commercial Art (Sign making, lettering, packaging, rendering) • Graphic Arts (Desktop publishing) • Multimedia
Alternate Master Discipline Preferred:	No value
Bachelors or Associates Discipline Preferred:	• Commercial Art (Sign making, lettering, packaging, rendering) • Graphic Arts (Desktop publishing) • Multimedia
Additional Bachelors or Associates Discipline Preferred:	No value

Course Development Options

Basic Skills Status (CB08)

Course is not a basic skills course.

Course Special Class Status (CB13)

Course is not a special class.

Grade Options

- Letter Grade Methods
- Pass/No Pass

☐ Allow Students to Gain Credit by Exam/Challenge

Allowed Number of Retakes

0

Course Prior To College Level (CB21)

Not applicable.

Rationale For Credit By Exam/Challenge

No value

Retake Policy Description

Non-Repeatable Credit

☑ Allow Students To Audit Course

Course Support Course Status (CB26)

Course is not a support course

Associated Programs

☑ Course is part of a program (CB24)

Associated Program	Award Type	Active
CC Web Professional	Certificate of Achievement	Summer 2018
CC Web Professional	A.S. Degree Major	Summer 2018
Digital Media and Marketing	Certificate of Achievement	Fall 2020
Web Professional Associate of Science (In Development)	A.S. Degree Major	Fall 2022
Web Professional Certificate of Achievement (In Development)	Certificate of Achievement	Fall 2022

Transferability & Gen. Ed. Options

Course General Education Status (CB25)

Y

Transferability

Transferable to CSU only

Transferability Status

Approved

Units and Hours

Summary

Minimum Credit Units (CB07)	3
Maximum Credit Units (CB06)	3
Total Course In-Class (Contact) Hours	90
Total Course Out-of-Class Hours	72
Total Student Learning Hours	162
Faculty Load	0

Credit / Non-Credit Options

Course Credit Status (CB04)

Credit - Degree Applicable

Course Non Credit Category (CB22)

Credit Course.

Non-Credit Characteristic

No Value

Course Classification Status (CB11)

Credit Course.

☐ Variable Credit Course

Funding Agency Category (CB23)

Not Applicable.

☐ Cooperative Work Experience Education Status (CB10)

Weekly Student Hours

	In Class	Out of Classs
Lecture Hours	2	4
Laboratory Hours	3	0
Activity Hours	0	0

Course Student Hours

Course Duration (Weeks)	18
Hours per unit divisor	54
Course In-Class (Contact) Hours	
Lecture	36
Laboratory	54
Activity	0
Total	90
Course Out-of-Class Hours	
Lecture	72
Laboratory	0
Activity	0
Total	72

Time Commitment Notes for Students

No value

Faculty Load

Extra Duties: 0

Faculty Load: 0

Units and Hours - Weekly Specialty Hours

Activity Name	Type	In Class	Out of Class
No Value	No Value	No Value	No Value

Pre-requisites, Co-requisites, Anti-requisites and Advisories

Advisory

ENGLC101 - Freshman Composition

Students are expected to identify central points, both explicit and implied, of college level textbooks, instructor lectures, and web resources. Students must summarize complex topics, including principles of design, layout, typography, and color separation. They are expected to write summaries of their projects, explaining the application of these principles in clear and error-free prose, based on the assigned college level textbook readings, instructor lectures, and web resources.

Outcomes

- Read, analyze, and evaluate a variety of university-level texts for content, context, and rhetorical merit with consideration of tone, audience, and purpose.
- Integrate the ideas of others through paraphrasing, summarizing, and quoting without plagiarism.
- Find, evaluate, analyze, interpret, and see the relations among primary and secondary sources, incorporating them into written essays using accurate MLA documentation and formatting.
- Proofread and edit essays for presentation so they exhibit no disruptive errors in English grammar, usage, or punctuation.

AND

Advisory

BSOTC075 - Computer Literacy

Students are expected to have basic computer literacy and be able to perform computer start up and shut down procedures correctly; use computer input and output devices, such as the keyboard, mouse, stylus, trackball, or printer with proficiency; access and manage login accounts and documents effectively, including downloading, creating, naming, retrieving, and decompressing files and folders with an awareness of file size, location of saved files and folders, and available space on storage media and a clear distinction between various campus, email, and course login accounts; perform editing tasks, such as copying, cutting, and pasting of content and applying spell checking; send an outgoing e-mail with an attachment, and open an incoming e-mail and its attachment; search and navigate the Internet and other types of media and environments easily; and be aware of the need to evaluate Internet content for relevance, authenticity, authority, and currency.

Outcomes

- Perform basic computer tasks using hardware and software functions including startup, login, shutdown, and basic input/output procedures.
- Recognize and use programs to create and edit introductory word processing, spreadsheet, and presentation software files, including MS Office.
- Access and manage login accounts and documents effectively, including downloading, creating, naming, copying, deleting, retrieving, and compressing/decompressing files and folders with an awareness of file size, location of saved files and folders, and available space on storage media, all with a clear distinction between various email, and course login accounts.
- Open and use an email account including sending and receiving email with attachments, saving files, and managing the inbox.
- Search and navigate the Internet and other types of media environments with an awareness of relevance, authenticity, authority, and currency.

Entrance Skills

Entrance Skills	Description
No value	No value

Limitations on Enrollment

Limitations on Enrollment	Description
No value	No value

Specifications

Methods of Instruction

Methods of Instruction	Audiovisual
Rationale	Students watch captioned video content to observe the use of software tools and techniques.
Methods of Instruction	Demonstration
Rationale	Students watch captioned video content to observe the use of software tools and techniques.
Methods of Instruction	Discussion
Rationale	Students post their work to allow for instructor and peer review.
Methods of Instruction	Laboratory
Rationale	Students practice techniques and tools through formative exercises, which are posted to asynchronous discussion for instructor review.
Methods of Instruction	Lecture
Rationale	Students read instructor lectures and watch video lectures to learn concepts and techniques that are needed for assignments.
Methods of Instruction	Peer analysis, critique & feedback
Rationale	Students provide feedback and critique to each other in asynchronous discussion forums.

Methods of Instruction	Problem Solving
Rationale	Students solve design problems that are typical of design projects in the workplace.

Methods of Instruction	Project-based learning
Rationale	There are six major projects in the class, which incorporate concepts and techniques developed in formative assignments.

Assignments

1. Textbook readings
   Example: Students read textbooks to understand concepts of information graphics to apply to a project.
2. Weekly creative exercises
   Example: Students implement principles of immediacy, characterization, and generality by creating a series of caution road signs on humorous topics, such as "No coffee for 500 miles."
3. Creative projects
   Example: Students create a photorealistic image of an object using gradient fills, blends, and/or meshes.

Methods of Evaluation	Rationale
Homework	Weekly creative exercises Example: Students implement principles of immediacy, characterization, and generality by creating a series of caution road signs.
Participation	Discussion assignments Example: Students critique each other's work in an asynchronous discussion forum.
Tests	Quizzes Example: Students complete multiple-choice quizzes to assess technical knowledge of software.
Project	Creative projects Example: Students create a photorealistic image of an object using gradient fills, blends, and/or meshes.
Distance Education Description: how outcomes are evaluated	Students complete assignments and projects in Adobe Illustrator, InDesign, and Acrobat, and they submit assignments and projects as attachments in Canvas discussion forums where the instructor and peers provide feedback. The assignments are one week in duration, and the projects are two weeks in duration. Instructor formative feedback is provided in the discussions to allow for refinement of the final artifact. A component of evaluation is weekly participation in the discussions. Rubrics are provided for all assignments and projects. A separate rubric is also created for SLO assessment. The activities of grading and assessing are distinct. The evaluation criteria and rigor is identical, regardless of delivery mode.

Equipment

Students need to subscribe to the Adobe Creative Cloud, which includes Adobe Illustrator and InDesign.
Thay also need a computer with sufficient capacity to run Illustrator and InDesign. Minimum hardware System Requirements include:
Windows

Processor	Intel® Pentium® 4 or AMD Athlon® 64 processor
Operating system	Microsoft Windows 7 with Service Pack 1 or Windows 10*
RAM	4 GB of RAM (16 GB recommended)
Hard disk space	3.6 GB of available hard-disk space for installation; additional free space required during installation (cannot install on removable flash storage devices); SSD recommended
Monitor resolution	1024 x 768 display (1920 X 1080 recommended), HiDPI display support **Note:** To use the new InDesign Touch workspace, you must have a touch screen enabled tablet/monitor running Windows 10 or above (such as Microsoft Surface Pro 3) with the screen resolution set to 2160 x 1440 or more

Video card	32-bit video card
Internet	Internet connection and registration are necessary for required software activation, validation of subscriptions, and access to online services.†
Other	Adobe® Flash® Player 10 software required to export SWF files

Mac

Processor	Multicore Intel processor
Operating system	macOS version 10.14 (Mojave), macOS version 10.13 (High Sierra), or macOS version 10.12 (Sierra)
RAM	4 GB of RAM (16 GB recommended)
Hard disk space	3.5 GB of available hard-disk space for installation; additional free space required during installation (cannot install on a volume that uses a case-sensitive file system or on removable flash storage devices)
Monitor resolution	1024 x 768 display (1920 x 1080 recommended), Retina display support
Video card	32-bit video card
GPU	To use GPU Performance, your Mac should have a minimum of 1024 MB of VRAM (2 GB recommended), and your computer must support OpenGL version 4.0 or greater. • Supported machines iMac 4K iMac 5K MacBook Pro Retina Mac Pro connected to a HiDPI monitor Mac mini connected to a HiDPI monitor • To check for VRAM value, choose Mac > About This Mac (Graphics information) • To find out if your computer supports the required OpenGL version (4.0 or later), see this Apple Support document (https://support.apple.com/en-us/HT202823).
Internet	Internet connection and registration are necessary for required software activation, validation of subscriptions, and access to online services.†
Other	Adobe® Flash® Player 10 software required to export SWF files

Textbooks

Author	Title	Publisher	Date	ISBN
Wood, B..	Adobe Illustrator CC Classroom in a Book ,	Adobe Press	2021	978-0136805533

Other Instructional Materials

Description	Adobe Creative Cloud Subscription
Author	Adobe, Inc.
Citation	No value

Materials Fee

No value

Learning Outcomes and Objectives

Course Objectives

No value

CSLOs

Use illustration and document design software tools and functions appropriately and with skill. Expected SLO Performance: 75.0

Business Information Technolog Web Professional Certificate of Achievement	2. Demonstrate technical and creative mastery of the creation of Web media, such as graphics, motion graphics, and interactive media. Assessment:This will be assessed with a project, scored by a rubric

Design a logo that exhibits immediacy, generality, characterization, and communicability. Expected SLO Performance: 75.0

Business Information Technolog Web Professional Certificate of Achievement	4. Apply design principles to solve visual communication problems. Assessment:This will be assessed with a project, scored by a rubric.

Create illustrations that exhibit photorealism. Expected SLO Performance: 75.0

Business Information Technolog Web Professional Certificate of Achievement	4. Apply design principles to solve visual communication problems. Assessment:This will be assessed with a project, scored by a rubric.

Apply principles of page layout and typography to a brochure design. Expected SLO Performance: 75.0

Business Information Technolog Web Professional Certificate of Achievement	4. Apply design principles to solve visual communication problems. Assessment:This will be assessed with a project, scored by a rubric.

Correctly specify spot color and other printer's marks for output to offset printing. Expected SLO Performance: 75.0

Business Information Technolog Web Professional Certificate of Achievement	2. Demonstrate technical and creative mastery of the creation of Web media, such as graphics, motion graphics, and interactive media. Assessment:This will be assessed with a project, scored by a rubric

Outline

Course Outline

Principles and Concepts

- Principles of Logo Design
    1. Immediacy
    2. Generality
    3. Characterization
    4. Communicability
- Principles of Typography
    1. Typeface families and classification
    2. Kerning/tracking
    3. Leading
    4. Ligatures

5. Alignment
6. Indenting

- Principles of Page Layout
    1. Layout grid
    2. Document and page creation
    3. Using text frames
- Techniques for Photorealism
    1. Closed shapes
    2. Pathfinder
    3. Eye dropper
    4. Transformation tools
    5. Appropriate use of Gradient, Blend, and Mesh
- Technical Illustration
    1. Tables
    2. Graphs and charts
    3. Diagrams and illustrations
    4. Arrows and callouts

Adobe Illustrator Software

- Managing the workspace
    1. Views and windows
    2. Rulers
    3. Grid lines
    4. Preferences
- Selection
    1. Regular selection
    2. Direct selection
- Shapes and Objects
    1. Rectangles
    2. Ovals
    3. Polygons
    4. Pathfinder options
    5. Stroke and fill
    6. Symbols
- Transformation
    1. Move
    2. Align
    3. Scale
    4. Rotate
    5. Flip
    6. Skew
    7. Distort
    8. Copy with transformation
- Pen and Brush Tools
    1. Drawing straight and curved paths
    2. Editing anchor points and curves
- Type
    1. Character settings
    2. Paragraph settings
    3. Setting type on a curve
    4. Typographic special effects
    5. Glyphs and special characters
- Tools for Photorealism
    1. Gradient
    2. Blend
    3. Mesh
- Effects
    1. Vector effects
    2. Raster effects
- Color specification and pre-press
    1. Color modes (RGB, CMYK, Spot)
    2. Libraries
    3. Overprinting
    4. Printer's marks
    5. Color separations

Adobe InDesign Software

- Managing the workspace

        - Views and windows
        - Rulers
        - Grid lines
        - Preferences
- Layout settings
        - Master pages
        - Sections
        - Margins and columns
        - Guides
        - Page numbering
        - Table of contents
- Type
        - Character settings
        - Paragraph settings
        - Setting type on a curve
        - Glyphs and special characters
        - Drop caps
        - Tabbing
        - Bullets and numbers
        - Styles
- Placing Images
- Other page elements
        - Objects
        - Drawing Paths
        - Tables
        - Layers
        - Packaging for off-set printing

Adobe Acrobat Software

- Creating PDF
- Combining files
- Editing PDF
- Organize pages
- Create PDF form
- Fill and sign
- Security

Lab Outline

Adobe Illustrator Software

- Managing the workspace
        1. Views and windows
        2. Rulers
        3. Grid lines
        4. Preferences
- Selection
        1. Regular selection
        2. Direct selection
- Shapes and Objects
        1. Rectangles
        2. Ovals
        3. Polygons
        4. Pathfinder options
        5. Stroke and fill
        6. Symbols
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Adobe Acrobat Software

- Creating PDF
- Combining files
- Editing PDF
- Organize pages
- Create PDF form
- Fill and sign
- Security

Delivery Methods

Delivery Method: Please list all that apply -Face to face -Online (purely online no face-to-face contact) -Online with some required face-to-face meetings ("Hybrid") -Online course with on ground testing -iTV – Interactive video = Face to face course with significant required activities in a distance modality -Other

- Face to face
- Online (purely online no face-to-face contact)
- Online with some required face-to-face meetings ("Hybrid")

Rigor Statement: Assignments and evaluations should be of the same rigor as those used in the on-ground course. If they are not the same as those noted in the COR on the Methods of Evaluation and out-of-class assignments pages, indicate what the differences are and why they are being used. For instance, if labs, field trips, or site visits are required in the face to face section of this course, how will these requirements be met with the same rigor in the Distance Education section? Describe the ways in which instructor-student contact and student-student contact will be facilitated in the distance ed environments.

All assignments in distance education course sections of DMA C107 are of the same rigor as those in the on-ground section, except that students in purely online sections will submit all of their assignments virtually. Instructor evaluation of student work in distance education course sections is the same as in the on-ground course section, except that evaluation of student work in the online version is presented virtually. Instead of onsite lectures, hybrid and online courses use a variety of methods including, but not limited to videos, and written lecture notes. Students will interact with the instructor and other students via discussion forums or similar methods.

Good practice requires both asynchronous and synchronous contact for effective contact. List the methods expected of all instructors teaching the course. -Learning Management System -Discussion Forums -Message -Other Contact -Chat/Instant Messaging -E-mail -Face-to-face meeting(s) -Newsgroup/Discussion Board -Proctored Exam -Telephone -iTV - Interactive Video -Other

- Discussion Forums
- Message
- E-mail
- Other

Software and Equipment: What additional software or hardware, if any, is required for this course purely because of its delivery mode? How is technical support to be provided?

Students need to subscribe to the Adobe Creative Cloud, which includes Adobe Illustrator and InDesign.
Thay also need a computer with sufficient capacity to run Illustrator and InDesign. Minimum hardware System Requirements include:

Windows

Processor	Intel® Pentium® 4 or AMD Athlon® 64 processor
Operating system	Microsoft Windows 7 with Service Pack 1 or Windows 10*
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Video card	32-bit video card
Internet	Internet connection and registration are necessary for required software activation, validation of subscriptions, and access to online services.†
Other	Adobe® Flash® Player 10 software required to export SWF files

Mac

Processor	Multicore Intel processor
Operating system	macOS version 10.14 (Mojave), macOS version 10.13 (High Sierra), or macOS version 10.12 (Sierra)
RAM	4 GB of RAM (16 GB recommended)

Hard disk space	3.5 GB of available hard-disk space for installation; additional free space required during installation (cannot install on a volume that uses a case-sensitive file system or on removable flash storage devices)
Monitor resolution	1024 x 768 display (1920 x 1080 recommended), Retina display support
Video card	32-bit video card
GPU	To use GPU Performance, your Mac should have a minimum of 1024 MB of VRAM (2 GB recommended), and your computer must support OpenGL version 4.0 or greater. • Supported machines iMac 4K iMac 5K MacBook Pro Retina Mac Pro connected to a HiDPI monitor Mac mini connected to a HiDPI monitor • To check for VRAM value, choose Mac > About This Mac (Graphics information) • To find out if your computer supports the required OpenGL version (4.0 or later), see this Apple Support document (https://support.apple.com/en-us/HT202823).
Internet	Internet connection and registration are necessary for required software activation, validation of subscriptions, and access to online services.†
Other	Adobe® Flash® Player 10 software required to export SWF files

Accessibility: Section 508 of the Rehabilitation Act requires access to the Federal government's electronic and information technology. The law covers all types of electronic and information technology in the Federal sector and is not limited to assistive technologies used by people with disabilities. It applies to all Federal agencies when they develop, procure, maintain, or use such technology. Federal agencies must ensure that this technology is accessible to employees and the public to the extent it does not pose an "undue burden". I am using -iTV—Interactive Video only -Learning management system -Publisher course with learning management system interface.

- Learning management system

Class Size: Good practice is that section size should be no greater in distance ed modes than in regular face-to-face versions of the course. Will the recommended section size be lower than in on-ground sections? If so, explain why.

The recommended section size for online courses is not lower than on-ground sections.

Emergency Distance Education Options The course will operate in remote delivery mode when all or part of the college service area is under an officially declared city, county, state, or federal state of emergency, including (check all that apply) - Online including all labs/activity hours - Hybrid with online lecture and onsite lab/activity hours - Correspondence education in high school and prison facilities - None. This course will be cancelled or paused if it cannot be held fully onsite.

- Online including all labs/activity hours