ART 107 Art Explorations
Beginning Photoshop
Peck School of the Arts

SPRING 2017 - 15 Weeks 3 Credits
CLASS TIME - Monday & Wednesday 11:00 am to 12:15 pm
LOCATION - MIT 3rd Floor Room 349
INSTRUCTOR - Scott Taylor
EMAIL - taylorsd@uwm.edu
OFFICE HOURS - TBA and/or by Appointment

CATALOGUE DESCRIPTION
A special topic course in Art and Design. Retake-able w/topic chg to 6 credit max.

PREREQUISITES: None

COURSE DESCRIPTION
This introductory level course offers students an overview of Adobe Photoshop's image editing capabilities. Throughout the semester, students will assemble and organize an image archive, which they will use to learn about image size/resolution, selection techniques, layering, masking, and type tools through a series of directed and independent assignments. The skills acquired in this course will support students' creative endeavors in digital art and design.

COURSE STRUCTURE
Classes will follow a workshop format, beginning with an overview each week of a new technique. Students are expected to follow along during the demonstration and to work on the in-class exercise. Once the skill-building exercise is complete, they may begin to work on the related assignment. The midterm and final projects will culminate in in-class critiques; all students are expected to speak and participate in a constructive manner. This 3-credit class meets for 2.5 hours each week during the semester. Students are expected to devote an additional 3-6 hours per week outside of class towards working on assignments in order to achieve the learning goals of this course.

COURSE OBJECTIVES
The objectives of Art Explorations: Beginning Photoshop are that the student can:

- Organize and archive digital content with understanding of fair use
- Utilize various common image file types
- Gain confidence navigating the Photoshop workspace
- Understand the relationship between image size and resolution
- Demonstrate selections, isolations, and transformations within an image
- Employ the elements and principles of design to support creative goals
- Locate on-line assistance for technical troubleshooting; be self sufficient
- Participate in critiques and utilize correct vocabulary in discussion of work
- Construct aesthetically, technically, and conceptually unified works of art
THIS COURSE ADDRESSES UW SYSTEM SHARED LEARNING GOALS (SLG)

1. Knowledge of Human Cultures and the Natural World including breadth of knowledge and the ability to think beyond one’s discipline, major, or area of concentration. This knowledge can be gained through the study of the arts, humanities, languages, sciences, and social studies.

2. Critical and Creative Thinking Skills including inquiry, problem solving, and higher order qualitative and quantitative reasoning.

3. Effective Communication Skills including listening, speaking, reading, writing, and information literacy.

THIS COURSE ADDRESSES ARTS DIVISIONAL CRITERIA DEFINITION
A branch of learning focusing on the conscious use of skill and creative imagination in the production of artistic objects or performances that stress values that stand outside conventional ideas of utility

ARTS DIVISIONAL CRITERIA

1. Students will demonstrate comprehension of historical, philosophical, theoretical or aesthetic perspectives commonly used in the understanding of a specific art

2. Students will apply knowledge of artistic principles, conventions, methods, and practices through the creation or production of works of art

3. Students will demonstrate an ability to compare and contrast the expressive and formal features of different artistic media and/or cultural traditions

BEGINNING PHOTOSHOP SATISFIES THE GER ARTS DIVISIONAL CRITERIA BY:

1. Analyzing pixel-based data by examining the historical and social context as well as the theoretical significance of a variety of artistic expressions (Criterion 1).

2. Creating directed skill-building and independently-driven works, as well as maintaining a digital image archive (Criterion 2).

3. Discussing their own and others’ work through critiques and statements to identify technical

RECOMMENDED SOFTWARE & MATERIALS

All students must bring the following to every class:

- USB Flash Drive (minimum 8 GB) or External Hard Drive (formatted for use with Mac computers)

- Headphones (optional, but recommended)

GER ASSIGNMENT/ASSESSMENT

See GER Rubric for Relation of Learning Outcomes to UW System Shared Learning Goals (SLG) and Arts Criteria
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RECOMMENDED SOFTWARE & MATERIALS
Adobe Bridge CC, Adobe Photoshop CC. If you choose to subscribe be sure to select the student licensing option. (Using Adobe’s CS6 version of the above programs is acceptable) Campus computer labs are equipped to support the course content. If students have a personal laptop, they are welcome to use it during class and at home after installing the necessary software:

- Adobe Bridge CC
- Adobe Photoshop CC
THE ADOBE SOFTWARE CAN ALSO BE ACCESSED IN THE CAMPUS COMPUTER LABS LISTED BELOW

<table>
<thead>
<tr>
<th>Locations</th>
<th>Sunday</th>
<th>Monday-Thursday</th>
<th>Friday</th>
<th>Saturday</th>
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<tbody>
<tr>
<td>Bolton 225</td>
<td>CLOSED</td>
<td>8am-10pm</td>
<td>8am-5pm</td>
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<tr>
<td>Library Learning Commons</td>
<td>Open at 12pm</td>
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<td>Close at 7pm</td>
<td>12pm-7pm</td>
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<tr>
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<td>7am-10pm</td>
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<tr>
<td>Union W199</td>
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<tr>
<td>Sandburg C280</td>
<td>24 hours for Sandburg residents</td>
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*All labs are closed on official holidays.

GRADING POLICY

Final grades are based on in-class assignments, project assignments, exams, writings, meeting deadlines, attendance, growth in understanding of concepts, positive contribution to discussions, and use of in-class work time. A "C" grade reflects average work that demonstrates understanding of the ideas explored in the course and competence with materials and techniques. An "A" reflects exceptional work.

UWM USES THE FOLLOWING GRADE SYSTEM

<table>
<thead>
<tr>
<th>LETTER GRADE</th>
<th>PERCENTAGE RANGE</th>
<th>4.0 POINTS</th>
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</thead>
<tbody>
<tr>
<td>A</td>
<td>93% - 100%</td>
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<tr>
<td>A-</td>
<td>90% - 92%</td>
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<tr>
<td>F</td>
<td>&lt;60%</td>
<td>0</td>
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</tbody>
</table>
ATTENDANCE
Attendance is mandatory due to the nature of the course content and structure, students are required to be on time and to attend every class. **YOU ARE ALLOWED TWO UNEXCUSED ABSENCES. AFTER THAT EACH UNEXCUSED ABSENCE AFTER WILL INCUR A -5% PENALTY PER OCCURRENCE.** After the third unexcused absence you will be contacted with a warning about your attendance. After missing the fifth class the student will be asked to withdraw from the course if possible, or will fail the course. **EXCUSED ABSENCES ARE DUE TO SEVERE CIRCUMSTANCES AND MUST BE DOCUMENTED.** Examples of excused absences: hospitalization/doctor’s note, court dates, death in the family, etc. and must be accompanied with a formal letter with a formal signature/authenticity. If a UW Sporting event requires the student to attend an out of city or state sporting event then that specific sporting department must issue an official notice. This notice must contain an official UW Milwaukee logo with letterhead and the Coach’s phone number or email. It is the student’s responsibility to check D2L to see what the class covered that day.

TARDINESS & LEAVING EARLY
Arrival during the first 15 minutes of the class means the student is tardy and a percentage will be subtracted from the week’s point scale. If a student leaves class at any time before class is over without making prior arrangements, the student will be marked absent.

DEADLINES & CRITIQUES
Each assignment has a due date announced when it is assigned. On this designated date, all materials must be ready for review/critique. Your presence and the presence of your finished work at these critiques are mandatory and important to the structured learning in this course.

PROJECTS AND ASSIGNMENTS NOT AVAILABLE FOR ASSESSMENT/CRITIQUE WILL BE CONSIDERED LATE AND DOWNGRADED; “C” WILL BE THE HIGHEST GRADE A STUDENT CAN ACHIEVE ON A LATE PROJECT. A “F” GRADE IS GIVEN IF THE WORK IS NOT TURNED IN BY THE NEXT CLASS PERIOD AFTER IT IS DUE.

It compounds the problem if a student misses class because the project is incomplete. Please come to class anyway. To ensure that the work is not late in the event that a student misses a class in which a project is due, verify that the correct files are uploaded to D2L prior to that class with an email notification.

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**FINAL GRADE CALCULATION FOR ART 107/302: BEGINNING PHOTOSHOP**

<table>
<thead>
<tr>
<th>Component</th>
<th>Weight</th>
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<tbody>
<tr>
<td>Attendance</td>
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<tr>
<td>Assignments</td>
<td>40%</td>
</tr>
<tr>
<td>Midterm Project</td>
<td>25%</td>
</tr>
<tr>
<td>Final Project</td>
<td>25%</td>
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<tr>
<td><strong>Final Grade</strong></td>
<td><strong>100%</strong></td>
</tr>
</tbody>
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STUDENTS MUST ATTEND AND REMAIN IN CRITIQUES. FAILURE TO ATTEND CRITIQUES WILL RESULT IN THE LOWERING OF ONE LETTER GRADE. STUDENTS NOT PRESENT FOR THE CRITIQUE, ARRIVE LATE OR LEAVE EARLY WILL LOSE THE ABILITY TO REWORK THE PROJECT. THIS WILL BE NOTED IN THE COMMENTS SECTION OF THE PROJECT RUBRIC

DROP-BOX PROTOCOL
All assignments (Excluding Assignment 1 - DIA) has a drop-box folder associated with it. The drop-box folders also indicate their respective due dates and contain a rubrics outlining each objective that must be meet. These folders will not close after the due date has lapsed. Students need to work directly with the instructor on revisions or late/missing projects.

LATE WORK
Late work is devastating to your overall success in this course. To reiterate: Assignments and Projects not available on due the date or for the critique will be considered late and downgraded; a “C” will be the highest grade a student can achieve on a late project. An “F” grade is given if the work is not turned in by the next class period after it is due. Students may not re-work assignments or projects not completed on time.

REVISIGN
If a project/assignment is turned in on time, then the student has until Friday, May 5th at 11:59PM (Midnight) to turn in a reworked project/assignment. I will accept a revision of the original project or an entirely different project. I will award the higher of the two grades. I will not allow late projects to be re-worked for a higher grade. Each updated file needs to be accompanied with a paragraph of text in the comments section explaining what steps were taken in the file to change it, and/or why it was missing, late, or revised.

MISSING ASSIGNMENTS
Friday, May 5th at 11:59PM (Midnight) will be the last date to turn in reworked assignments. Each updated file needs to be accompanied with a paragraph of text explaining what steps were taken in the file to change it, and/or why it was missing, late, or revised. DO NOT EMAIL ME ASSIGNMENTS

NON-RESPONSE
Failure to turn in 4 consecutive assignments allows instructors to ask a student to leave the course.

NO STUDENT WILL PASS THIS COURSE UNLESS ALL PROJECTS ARE COMPLETED

EXPECTED WORK LOAD
Expected commitment to projects outside of class is about 3 hours, perhaps more. Due to the nature of the material being covered, we want students to be aware of how much time they will be expected to dedicate during the semester to be successful in this course. Just like learning to speak a language or play a sport, developing an understanding of the program mechanics and associated vocabulary required to understand and create digital art takes PRACTICE, which means an investment of TIME.
ASSIGNMENTS & ASSESSMENTS

THE “NO PASS” ICON TO THE LEFT OF THE ASSIGNMENT’S OBJECTIVES - Not completing a red line item tasks, or doing these tasks improperly, will cause an automatic “redo” of the assignment. The student will be able to redo the assignment for full credit. The grade will be entered into the grade book as a “0.01” until the redo is complete and will be properly noted. If a redo is not done by 5th 11:59PM (MIDNIGHT) the assignment grade will stand at its original grade.

RED LINE ITEMS HAVE BEEN DESIGNATED BY FACULTY HEADS FROM DIFFERENT DEPARTMENTS THROUGHOUT THE PECK SCHOOL OF THE ARTS AS CORE COMPETENCIES THAT ALL ART 107/302 STUDENTS MUST DEMONSTRATE.

Assignment 1: DIA (Digital Image Archive)
Assignment 2: LAYERS (Blending Modes)
Assignment 3: ADJUST (Layer Adjustments & Content Aware)
Assignment 4: IMAGE & TYPE DESIGN (Text and Layer Styles)
Assignment 5: Mid-Term Project
Assignment 6: ISO (Isolation & Transformations)
Assignment 7: RESTORE (Photo Retouching & Colorization)
Assignment 8: Final Project

Due Dates will be Announced on assignment specs

OUTPUT LAB LOCATION
Mitchell Hall, Room 363: Sunday thru Thursday 4:30PM – 9:00PM & Fridays 11AM – 4PM
*There are Wacom Intuos 5 tablets available for in-class use only. The cannot be checked out

FINAL CRITIQUE DATE
Scheduled for Wednesday May 10th 11:00 am. Note: This date is subject to change and more details will be announced as we edge closer to that time frame

STUDENT EMAIL POLICY
Instructors will not discuss any kind of grades over email. Please address assessment matters in person. In an effort to separate work/life/research, instructors will answer emails received after normal business hours (8:00AM - 6:00PM Monday - Friday) at their convenience. While we will make every effort to accommodate requests in a timely fashion, we want to set proper expectations up front. If contacting an instructor by email, students should consider the email to be a formal communication, and should make sure that they are giving the instructor the respect due him or her by virtue of the teacher/student relationship. As such, the email should be polite, necessary, and considerate of the instructor’s time. It compromises student privacy to send emails to an address that cannot be verified as belonging to that student. Please use your UWM email address.
**DRUGS AND ALCOHOL**
It is not fair to yourself, or to your colleagues, to come to class under the influence of any drugs. If we suspect that you have been using banned substances, we will ask you to leave the class, mark you absent for the day, and report the incident to the proper authorities. We will not tolerate this, and there are no exceptions/excuses.

**CONTROVERSIAL WORK**
Due to the nature of personal exploration, student work has the potential to roam into sensitive territories. We are operating in an environment that extends full respect to each of its members. In accordance to that respect, if your work is even potentially controversial, please work directly with the lab instructor before showing anyone else, and also let other students know before you show it to the class. Additionally, if at any time during a class you feel offended by a work or a conversation, you may be excused.

**RESPECT**
We create a comfortable atmosphere in our education spaces, and the only way to foster that kind of space is through an environment of mutual respect.

**NON-DISCRIMINATION**
We will not stand for discrimination of any kind.

**NON-DISCRIMINATION FOR DISABLED PERSONS**
We will work to ensure non-discrimination and equal opportunity for otherwise qualified disabled persons. In all matters of employment and education, disabled persons will receive reasonable accommodations to enable full participation in the UWM community.

**NON-DISCRIMINATION FOR AGE, NATIONAL / ETHNIC ORIGIN, RACE & RELIGION**
We will vigorously strive to embrace global and diverse perspectives. We promote an atmosphere of dignity for all individuals and groups within our space. Discrimination based on age, national or ethnic origin, race or religion in any form, individual or institutional, constitutes an offense against human dignity.

**NON-DISCRIMINATION FOR GENDER AND SEXUAL ORIENTATION**
We are committed to providing a working, living, and learning environment that nurtures and develops the talents of all its members without regard to gender or sexual orientation.

**ACADEMIC HONESTY POLICY**
Academic work that is submitted to an instructor is assumed to be the result of one’s own labor, thought, research, or self-examination. Further, when wording, organization, images, music, lyrics, audio sources, or ideas are borrowed from another source, that source is to be adequately acknowledged according to proper academic conventions. Academic dishonesty can exist in visual work as well as in written work. In the interest of avoiding the perception of academic dishonesty, images copied, scanned, collaged, or otherwise appropriated from existing sources must be cited according to proper academic conventions. This will be the case even when the appropriated images are re-configured to make a different organization and/or meaning than the original piece.
HEALTH INSURANCE
It is strongly recommended that all students have health insurance, including emergency room and hospitalization coverage. The UWM Student Association offers a Student Health Insurance Plan covering most major medical illnesses or injuries. The University does not provide blanket medical coverage to students. Students are strongly encouraged to secure their own health insurance, either through their parents, the Student Health Insurance Plan, or another plan https://www4.uwm.edu/norris/cost/nhc_cost.cfm

WHAT IS COPYRIGHT?
Copyright is a form of protection provided by the laws of the United States (title 17, U.S. Code) to the creators of “original works of authorship,” including literary, dramatic, musical, artistic, and certain other intellectual works. This protection is available to both published and unpublished works. Section 106 of the 1976 Copyright Act generally gives the owner of copyright the exclusive right to do and to authorize others to use their materials. You must get permission to use copyrighted original works of authorship if you plan to make your project available to the public in any way. For more on gaining permission, see: http://www4.uwm.edu/ltc/copyright/getting-permission.cfm

ACCESSIBILITY RESOURCE CENTER (ARC)
Reasons you may need to work with the ARC include but are not limited to: depression, anxiety, learning challenges, physical challenges, etc. If you will need accommodations in order to meet any of the requirements of this course, please contact us, as well as the Accessibility Resource Center asap. They will create a plan and give you support, but these services will be most helpful if configured in the first couple of weeks of the semester. Please note that it will be the student’s responsibility to provide the ARC and Instructors with proper documentation. Students are also responsible for the timely arrangement of ARC quiz/test administration, usually 1-2 weeks ahead of scheduled in-class exam time. http://www4.uwm.edu/arc/

STUDENTS WITH DISABILITIES
Accommodations for students with disabilities http://www4.uwm.edu/sac/ARCltr.pdf

RELIGIOUS OBSERVANCES
Accommodations for absences due to religious observance http://www4.uwm.edu/secu/docs/other/S1.5.htm

STUDENTS CALLED TO ACTIVE MILITARY DUTY
Accommodations for absences due to call-up of reserves to active military duty should be noted
• Students: http://www4.uwm.edu/academics/military.cfm/
• Employees: http://www4.uwm.edu/secu/docs/other/S40.htm
INCOMPLETES
A notation of "incomplete" may be given in lieu of a final grade to a student who has carried a subject successfully until the end of a semester but who, because of illness or other unusual and substantiated cause beyond the student's control, has been unable to take or complete the final examination or to complete some limited amount of term work. http://www4.uwm.edu/secu/docs/other/S31.pdf

DISCRIMINATORY CONDUCT (SUCH AS SEXUAL HARASSMENT)
Discriminatory conduct will not be tolerated by the University. It poisons the work and learning environment of the University and threatens the careers, educational experience, and well being of students, faculty, and staff. http://www4.uwm.edu/secu/docs/other/S47.pdf

ACADEMIC MISCONDUCT
Cheating on exams or plagiarism are violations of the academic honor-code and carry severe sanctions, including failing a course or even suspension or dismissal from the University. http://www4.uwm.edu/acad_aff/policy/academicmisconduct.cfm

CANCELLATION OF CLASS
If the canceled class is a work period, the assignment is still due on the scheduled date. If a critique is canceled, it will be held on the next class day. If weather conditions warrant the cancellation of class, the radio or TV will announce the closing. You can also call 414-229-4444 for a recorded message from the university or check http://www5.uwm.edu/news/weather/#.VL9YdMYhhng

COMPLAINT PROCEDURES
Students may direct complaints to the head of the academic unit or department in which the complaint occurs. If the complaint allegedly violates a specific university policy, it may be directed to the head of the department or academic unit in which the complaint occurred or to the appropriate university office responsible for enforcing the policy. http://www4.uwm.edu/dos/support/complaints-and-grievances.cfm

GRADE APPEAL PROCEDURES
A student may appeal a grade on the grounds that it is based on a capricious or arbitrary decision of the course instructor. Such an appeal shall follow the established procedures adopted by the department, college, or school in which the course resides or in the case of graduate students, the Graduate School. These procedures are available in writing from the respective department chairperson or the Academic Dean of the College/School. http://www4.uwm.edu/secu/docs/other/S28.htm

Revised 01/18/17

GOOD LUCK THIS SEMESTER!