

Course Objectives

WHILE ONLINE

- Continue meeting weekly to share thoughts and feedback via our Brightspace "virtual classroom" (*instructions below*)
- Fulfill assignments as PDF documents.
- Processes and expectations will be updated as needed if we are online for the rest of the semester.

ATTENDANCE PROTOCOLS

- While online, the class will manage projects via Brightspace within MyLeo. (<https://myleoonline.tamuc.edu/d2l/home>) Chrome works best.
- The course schedule will continue to be handled on a project basis with direction given weekly.
- Assignments and any additional reference materials will be posted in a weekly folder for reference.
- Students should check their email frequently and notify the instructor of their receipt of notifications to ensure that everyone is in sync.

CRITIQUES

- When presenting multiple solutions, please combine concepts into one PDF document containing multiple pages. Multiple single page pdfs will not be accepted.
- Critiques will utilize YouSeeU within Brightspace. [PDFs are required in YouSeeU]. Each student should have a pdf of their assignment ready to upload and present for critique.
- Please have headphones for critiques to cut down on feedback.

TURNING IN ASSIGNMENTS

- Students **MUST** turn work in PDF format, unless directed otherwise.
- Assignments will be uploaded, in most cases, to the Assignment section of Brightspace. Specific parameters and directions will be made available in the weekly folder.
- All work is due on the assigned date and time. Plan for a disaster and allow yourself as much time as possible to complete your assignments.
- You are responsible for the work covered in the missed class at the next class meeting, as well as any work expected on the day you return.
- Missing any mini-deadline will result in the subtraction of points from your final grade. Missing a confirmed critique will result in an absence.

Instructor Response Time

Communication from students will be responded to within 24 hours during the work week. Weekend communication will be handled the next business day unless noted and communicated.

If you have an emergency, please feel free to email me: mbowles@1400words.com.

Instructor: Margie Bowles, Adjunct Instructor - Visual Communication
Office Hours: By appointment only
Phone: 214-354-4518
Email: mbowles@1400words.com

Class Information

Credit hours: 4.0
Meeting times: Thursdays, 6:00 p.m. - 10:00 p.m.
Meeting location: Online, via Brightspace: <https://myleonline.tamuc.edu/d2l/home>

Required Text

The Education of a Graphic Designer, 3rd Edition; Steven Heller, Ed. YOU MUST HAVE THE 3RD EDITION!

Suggested Textbooks And Resources

Periodicals: *Print*, *Communication Arts*, *Dwell*, and *Fast Company* magazines
Other resources may be suggested during the semester.

Course Description

Studio 2 focuses on the fundamentals of design education: components, methods, process and tools. Questions addressed will include: "Why do we have a desire to teach and why would anyone else listen to us?"... "How do we learn to recognize and respond to student work in a way that enlightens, inspires, motivates and empowers?"... "How do we guide students to push boundaries, explore and discover?"... "When is enough direction enough?"... "Does 'tough love' have a place in the classroom?"... and more.

Course Objectives

- Conduct a self-analysis of your background & experience in regard to effective teaching.
- Discover what makes a good teacher "good" and a bad teacher "bad"
- Expand your understanding of grading evaluation methods
- Understand and develop successful criteria for grading students' design solutions
- Explore critique methods through role-play
- Gain knowledge in developing assignments that will help students develop their skills and generate positive outcomes (both artistic and psychological)
- Understand the art of "pushing," versus art-directing
- Become familiar with design education topics through reading and discussion
- Develop and articulate your own teaching philosophy

Course Structure / Expectations

This class is a combination of lecture, readings, assignments and class discussion. Outside class, work will consist of readings, essays for discussion and hands-on projects. This class is a "discussion-driven" class—it is imperative that you come to class prepared to engage and contribute.

You are expected to perform at a consistently high, professional level throughout the semester. If there's anything that might prevent you from performing at this level, contact the instructor immediately to discuss this issue.

Assignments & Percentage of Semester Grade

- Passion From The Past 10%
- Persona Consideration Matrix 5%
- Critique Guidelines 10%
- Typography Assignments (4)..... 20%
- Rubrics (4)..... 20%
- Design Philosophy..... 10%
- Teaching Philosophy 10%
- Final Thoughts Paper 5%
- Group Discussion and Group Discussion Binder 10%

Class Policy

Computers, cell-phones, ear buds, or other personal technology devices may not be turned on or used in class without the permission of the instructor.

- First offence: (A pass)
- Subsequent offence(s): Will affect your participation grade
- The instructor reserves the right to alter this policy if distraction and class disruptions become an on-going problem

Absence Policy

- You may be absent from class twice.
- On your first absence, you'll receive an e-mail warning, which will be copied to Lee Hackett.
- On your second absence, you'll receive an e-mail, and you will be contacted by Lee Hackett.
- On your third absence, you'll receive an F in the class. If you wish to drop the class, you'll receive a drop/fail.
- Two tardies of 20 minutes or more equals an absence.
- A tardy of 60 minutes equals an absence.
- Two late returns from break of more than 10 minutes equals one absence.
- There is no distinction between excused and unexcused absences.

Grading Scale

- A.....90 to 100 points Excellent (superior effort and results above-and-beyond)
- B80 to 89 points Good (significant effort and hard work)
- C70 to 79 points Average (minimal class requirements met)
- D60 to 69 points Below Average (below expectations)
- F.....59 points or below.... Poor (inferior work and attitude)

Grade Evaluation

Final semester grades will be based on an average of all assignments, attendance, work ethic, attitude and the meeting of all assignment deadlines. All work is due on its assigned date at the beginning of class. Late work will not be accepted unless unavoidable circumstances are discussed with the instructor in advance. Grades will be discussed on an individual basis by office appointment only—not in class, please.

Words To-The-Wise

- Show up, be committed in your work, and immerse yourself in the process. It's your show, so enjoy!
- If you fall behind, run like hell to catch up!
- If you need to meet with me for any reason, let me know. I'm here to help.

Students With Disabilities

The Americans with Disabilities Act (ADA) is a federal anti-discrimination statute that provides comprehensive civil rights protection for persons with disabilities. Among other things, this legislation requires that all students with disabilities be guaranteed a learning environment that provides for reasonable accommodation of their disabilities. If you have a disability requiring an accommodation, please contact:

Office of Student Disability Resources and Services

Texas A&M University-Commerce
Gee Library, Room 132
Phone: (903) 886-5150 or (903) 886-5835
Fax: (903) 468-8148
Email: StudentDisabilityServices@tamuc.edu

Texas Senate Bill - 11

- Pursuant to PC 46.035, the open carrying of handguns is prohibited on all A&M-Commerce campuses. Report violations to the University Police Department at 903-886-5868 or 9-1-1.
- Texas Senate Bill - 11 (Government Code 411.2031, et al.) authorizes the carrying of a concealed handgun in Texas A&M University-

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Commerce buildings only by persons who have been issued, and are in possession of, a Texas License to Carry a Handgun.

- Qualified law enforcement officers or those who are otherwise authorized to carry a concealed handgun in the State of Texas are also permitted to do so.
- Pursuant to Penal Code (PC) 46.035 and A&M-Commerce Rule 34.06.02.R1, license holders may not carry a concealed handgun in restricted locations.

For a list of locations, please refer to:

(<http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/34SafetyOfEmployeesAndStudents/34.06.02.R1.pdf>)

Statement On Student Behavior

All students enrolled at the University shall follow the tenet of common decency and acceptable behavior conducive to a positive learning environment. (See Student's Guide Handbook, Policies and Procedures, Conduct) All students must show respect toward the instructor and the instructor's syllabus, presentations, assignments, and point of view. Students should respect each others' differences. If the instructor determines that a student is not being respectful towards other students or the instructor, it is the instructor's prerogative to ask the student to leave, to refer the student to the department head, and to consider referring the student to the Dean of Students who may consider requiring the student to drop the course. For details, please refer to pages 42-46 of the Texas A&M University-Commerce Student Guide Handbook Codes of Conduct.

Student Conduct / Citizenship

All students enrolled at the University shall follow the tenets of common decency and acceptable behavior conducive to a positive learning environment. (See Codes of Student Conduct from Student Guide Handbook). Students are expected, at all times, to recognize constituted authority, to conform to the ordinary rules of good conduct, to be truthful, to respect the rights of others, to protect private and public property, and to make the best use of their time and effort toward the educational process.

Scholastic Dishonesty

Scholastic dishonesty will not be tolerated in any class -related activity. Scholastic dishonesty includes, but is not limited to, the submission of someone else's materials as one's own work, cheating, plagiarism, or collusion.

- Plagiarism is the use of an author's words or ideas as if they were one's own without giving credit to the source, including, but not limited to, failure to acknowledge a direct quotation. Cite your references.
- Cheating is the willful giving or receiving of information in an unauthorized manner during an examination, illicitly obtaining examination questions in advance, copying computer or Internet files, using someone else's work for assignments as if it were one's own, or any other dishonest means of attempting to fulfill the requirements of a course.
- Collusion is intentionally aiding or attempting to aid another in an act of scholastic dishonesty, including but not limited to, providing a paper or project to another student, providing an inappropriate level of assistance, communicating answers to a class-mate during an examination, removing tests or answer sheets from a test site, and allowing a classmate to copy answers.

Academic dishonesty could result in expulsion from the University

Important Health & Safety Issues

All students enrolled in face-to-face studio art courses are required to comply with the procedures and policies of the Department of Art's Health and Safety Guidelines. The Guidelines cover activities in all A&M-Commerce art facilities on both the main campus and off-campus sites. Please report any safety issues immediately to your instructor(s), facilities technician / Health & Safety liaison, or studio / lab assistant. At the beginning of each semester in every course, the instructor will discuss with their students the inherent risks associated with art facilities and make sure they have read and completed the online Health & Safety Guidelines form.

Department of Art, Health & Safety Guidelines

<https://sites.tamuc.edu/art/resources/healthandsafety/>

Health & Safety Form (to be signed online by all students in studio courses)

<https://dms.tamuc.edu/Forms/ArtLabPolicy>