

**COURSE SYLLABUS**

**Email**

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*E-mail should be used for brief verbal communications only.*

*If your e-mail is longer than 160 characters, I suggest some face-time.*

**Office Hours**

T: by appointment

E: TBA

C: TBA

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**CLASS INFORMATION**

Meeting Time: T

Meeting Location: 06:30 pm – 10:30 pm

\*Class will be mostly be conducted online

**COURSE DESCRIPTION:**

This studio course is an in-depth introduction to articulating your thoughts on design through discussion and writing with an informed opinion on contemporary design issues. The class will read relevant articles, essays and books on design disciplines, design pedagogy and teaching today's design student, as well as watch videos that add to the knowledge and currency of the topics. These readings and videos will inform required written responses and discussions. Reading, researching, analyzing and writing will provide a deeper understanding of design topics and an awareness of how writing is used within the discipline of graphic design. Writing with confidence is an ongoing learning process. It takes practice, more practice and patience. The more you write, the more confident you will become. Group discussion of topics and issues are also a facet of the class. These moderated conversations will encourage you to learn from each other, share ideas, and formulate opinions and arguments in real-time. Group discussion may vary from week-to-week. Graphic design with an emphasis on the development of meaningful concepts and creative problem solving.

**COURSE OBJECTIVES**

1. Strengthen your ability to write and present researched opinions
2. Demonstrate an understanding of the writing process and its conventions
3. Analyze historic and contemporary visual communications within cultural contexts
4. Show the ability to craft a clear, concise, effective verbal communication
5. Demonstrate an understanding of current design issues and criticism
6. Demonstrate the ability to debate contemporary design issues

**HOW THE COURSE WILL BE TAUGHT**

Class meetings, discussion and instruction will take place primarily online with a few face to face. You will need to incorporate checking your email with the frequency equal to your social media interaction, adding notifications for email receipts from the instructor is suggested. The class will manage projects via D2L within MyLeo. Chrome works best.

**REQUIREMENTS AND ASSESSMENT**

Each project is accompanied by an assignment sheet noting objectives and criteria for evaluation. Typically work is expected to show creative problem solving, a sensitivity to type choices and user interaction, and a professional attitude in presentation. A hard copy of each assignment must be turned in on time. All students participate in group critiques. Work is returned with a written assessment by the instructor.

**EXPECTATIONS:**

Students are expected to act professionally at all times: respect others' work and ideas, be punctual and prepared for every class, meet all deadlines, ask questions when necessary, and take each project to a creative and innovative solution.

**Design Writing  
ARTS 542**

*James Ewald*

**COURSE SYLLABUS CONTINUED**

**GRADING:**

Grades will be assigned according to the following scale:

- A** 90-100 work well above the general class level, thoughtful participation in discussion and critique
- B** 80-89 work above the general class level, participation in classroom discussion and critique
- C** 70-79 average work, minimal requirements met
- D** 60-69 work below class average, lack of participation and/or poor attendance
- F** 0-59 inferior work, work not turned in, failure to attend class

*Grades will be based on:*

- 40% Conversational responses
- 60% Written responses

**REQUIRED AND SUGGESTED TEXT BOOKS AND RESOURCES**

**Required:**

*MLA Handbook 8th Edition*

*by The Modern Language Association of America (Author)*

ISBN-13: 978-1603292627

ISBN-10: 890072021X

*Graphic Design Theory: Readings from the Field*

ISBN: 978-1-56898

*SCRIBD* subscription \$9.99 per month

*Grammarly Subscription* \$144 for the year

**Optional:**

*I will make periodic recommendations for reading. Self-motivated reading and research for projects is an expectation for this course.*

The class will be doing peer review of topic responses, written and verbal, throughout the term.

**Please note:** You are not responsible for rewriting your peer's paper. You will instead work as an editor and comment on aspects such as how the author's voice reads, how well the paper's organization works and how well the author's points come across. You are expected to come to class prepared. You are responsible for keeping up with all of the readings and deadlines, please stay current.

**TECHNOLOGY REQUIREMENTS**

All course sections offered by Texas A&M University-Commerce have a corresponding course shell in the myLeo Online Learning Management System (LMS). Below are technical requirements

*LMS Requirements:*

<https://community.brightspace.com/s/article/Brightspace-Platform-Requirements>

*LMS Browser Support:*

[https://documentation.brightspace.com/EN/brightspace/requirements/all/browser\\_support.html](https://documentation.brightspace.com/EN/brightspace/requirements/all/browser_support.html)

**REQUIRED SUPPLIES**

Backup or cloud service *Example: Dropbox subscription*

**CLASS POLICIES**

**File Labeling and Saving**

Each image should be labeled

*studentlastname\_studentfirstname\_*

*projectname.pdf (Doe\_John\_Icons.pdf)*

Images should be saved at full press ready

resolution (300 dpi) unless otherwise

specified. Students will upload work to

Drop Box into a folder specified by the

instructor.

**Changes**

The instructor reserves the right to make adjustments/changes to the course syllabus and calendar.

**Design Writing  
ARTS 542**

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**COURSE SYLLABUS CONTINUED**

**ACCESS AND NAVIGATION**

You will need your campus-wide ID (CWID) and password to log into the course. If you do not know your CWID or have forgotten your password, contact the Center for IT Excellence (CITE) at 903.468.6000 or [helpdesk@tamuc.edu](mailto:helpdesk@tamuc.edu).

**Note:** Personal computer and internet connection problems do not excuse the requirement to complete all course work in a timely and satisfactory manner. Each student needs to have a backup method to deal with these inevitable problems. These methods might include the availability of a backup PC at home or work, the temporary use of a computer at a friend's home, the local library, office service companies, Starbucks, a TAMUC campus open computer lab, etc.

**ACADEMIC INTEGRITY**

Students at Texas A&M University-Commerce are expected to maintain high standards of integrity and honesty in all of their scholastic work. For more details and the definition of academic dishonesty see the following procedures:

Undergraduate Academic Dishonesty 13.99.99.R0.03

<http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/13students/undergraduates/13.99.99.R0.03UndergraduateAcademicDishonesty.pdf>

- 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.
- Scholastic dishonesty may involve one or more of the following acts: 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 classmate 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

**AI use policy**

Texas A&M University-Commerce acknowledges that there are legitimate uses of Artificial Intelligence, ChatBots, or other software that has the capacity to generate text, or suggest replacements for text beyond individual words, as determined by the instructor of the course.

Any use of such software must be documented. Any undocumented use of such software constitutes an instance of academic dishonesty (plagiarism).

Individual instructors may disallow entirely the use of such software for individual assignments or for the entire course. Students should be aware of such requirements and follow their instructors' guidelines. If no instructions are provided the student should assume that the use of such software is disallowed.

In any case, students are fully responsible for the content of any assignment they submit, regardless of whether they used an AI, in any way. This specifically includes cases in which the AI plagiarized another text or misrepresented sources.

13.99.99.R0.03 Undergraduate Academic Dishonesty

13.99.99.R0.10 Graduate Student Academic Dishonesty

**CLASS POLICIES**

Check your TAMUC email and D2L regularly for this class.

Email submissions will not be accepted or graded unless specified on the project statement.

All assignments are due at the beginning of the class (format specified on project statement). If you are unable to attend class, please make arrangements to turn in your projects before the deadline and submit reasonable documentation to support your absence or inability to adhere to the deadline. *Projects will not be graded if supporting documentation is not provided and a project is not turned in by the deadline.*

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**COURSE SYLLABUS CONTINUED**

**STUDENT CONDUCT**

All students enrolled at the University shall follow the tenets of common decency and acceptable behavior conducive to a positive learning environment. The Code of Student Conduct is described in detail in the Student Guidebook. <http://www.tamuc.edu/Admissions/oneStopShop/undergraduateAdmissions/studentGuidebook.aspx>  
Students should also consult the Rules of Netiquette for more information regarding how to interact with students in an online forum: <https://www.britannica.com/topic/netiquette>

**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 Gees Library- Room 162  
Phone (903) 886-5150 or (903) 886-5835  
Fax (903) 468-8148  
Email: [studentdisabilityservices@tamuc.edu](mailto:studentdisabilityservices@tamuc.edu)  
Website: Office of Student Disability Resources and Services  
[http://www.tamuc.edu/campusLife/campusServices/  
studentDisabilityResourcesAndServices/](http://www.tamuc.edu/campusLife/campusServices/studentDisabilityResourcesAndServices/)

**Nondiscrimination Notice**

Texas A&M University-Commerce will comply in the classroom, and in online courses, with all federal and state laws prohibiting discrimination and related retaliation on the basis of race, color, religion, sex, national origin, disability, age, genetic information or veteran status. Further, an environment free from discrimination on the basis of sexual orientation, gender identity, or gender expression will be maintained.

**CAMPUS CONCEALED CARRY STATEMENT**

Texas Senate Bill - 11 (Government Code 411.2031, et al.) authorizes the carrying of a concealed handgun in Texas A&M University-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 the Carrying Concealed Handguns On Campus document and/or consult your event organizer. Web url: [http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/  
rulesProcedures/34SafetyOfEmployeesAndStudents/34.06.02.R1.pdf](http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/34SafetyOfEmployeesAndStudents/34.06.02.R1.pdf)  
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.

**A&M-COMMERCE SUPPORTS STUDENTS' MENTAL HEALTH**

The Counseling Center at A&M-Commerce, located in the Halladay Building, Room 203, offers counseling services, educational programming, and connection to community resources for students. Students have 24/7 access to the Counseling Center's crisis assessment services by calling 903-886-5145. For more information regarding Counseling Center events and confidential services, please visit [www.tamuc.edu/counsel](http://www.tamuc.edu/counsel)