



## **ART 402**

COURSE SYLLABUS: SPRING 2026 Storytelling/Storyboarding

### **INSTRUCTOR INFORMATION**

Instructor: Gordon Smith

Office Location: RM 1904

Office Hours: can be arranged before or preferably after class

University Email Address: [gordon.smith@etamu.edu](mailto:gordon.smith@etamu.edu)

Dallas Campus Office: 214-954-3636

Preferred Form of Communication: email

Communication Response Time: 24 hours weekday; 48 hours weekend

### **COURSE INFORMATION**

Materials – Textbooks, Readings, Supplementary Readings

Textbook(s) Required: n/a

Software Required: Powerpoint or Keynote

Optional Texts and/or Materials. *Storyboarding Essentials* by Phillips & Rosseau

### **Course Description**

#### **Student Learning Outcomes:**

- gain knowledge and ability to determine story and create concept drawings for characters and environments
- learn to use standard industry terminology for camera shots and directions and scriptwriting basics
- understand the role storyboards play in film, television, animation and games, and have played in famous works of those formats
- ability to analyze screenplays, stories, and treatments, and translate them into dynamic storyboard visuals
- improve and expand human figure drawing skills

*The syllabus/schedule are subject to change.*

## **COURSE REQUIREMENTS**

### **Minimal Technical Skills Needed**

Basic drawing; Powerpoint; Microsoft Office or equivalent; digital drawing apps allowed at midpoint but optional.

### **Supplies**

4x6 Index Cards, at least 3 packs of 100 each, blank on at least one side  
Sketch tablet, at least 8.5 x11 size, detachable  
Set of drawing pencils, sharpener, eraser  
Set of colored pencils  
Ruler/straight edge  
Black Lining Pen (e.g. Fine Point Sharpie)  
Data Storage (USB drive or Cloud)  
Other items as needed

### **Instructional Methods**

Lectures, Labs, Exercises, Projects

### **Student Responsibilities or Tips for Success in the Course**

Pay attention during lectures and demonstrations; always have correct drawing and writing supplies; participate in discussions; offer constructive criticism.

Points Breakdown:

Five Weekly Drawing Exercises

@ 50 pts each = 250

Treatment 50

Seven Major Projects:

Proj.1: PowerPoint Song 50

Proj.2: Character Landscape 100

Proj.3: Scriptwriting 100

Proj.4: Storyboard Deconstruct 100

Proj.5: Interactive App Design 100

Proj.6 Final Script Storyboard 100

Proj.7 Animatic Group Present 100

Final Exam 50

Preparedness&Participation. 150

Total 

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 1200

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## **GRADING**

Final grades in this course will be based on the following scale:

A = 90%-100%

B = 80%-89%

C = 70%-79%

D = 60%-69%

F = 59% or Below

Total points corresponding to the final letter grades

A = 900-1000 Points

B = 800- 899 Points

C = 700- 799 Points

D = 600- 699 Points

F = < 599 Points

## **TECHNOLOGY REQUIREMENTS**

### **LMS**

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.htm](https://documentation.brightspace.com/EN/brightspace/requirements/all/browser_support.htm)

Zoom Video Conferencing Tool

[https://inside.tamuc.edu/campuslife/CampusServices/CITESupportCenter/Zoom\\_Account.aspx?source=universalmenu](https://inside.tamuc.edu/campuslife/CampusServices/CITESupportCenter/Zoom_Account.aspx?source=universalmenu)

## **ACCESS AND NAVIGATION**

*The syllabus/schedule are subject to change.*

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.

## **COMMUNICATION AND SUPPORT**

If you have any questions or are having difficulties with the course material, please contact your Instructor.

### **Technical Support**

If you are having technical difficulty with any part of Brightspace, please contact Brightspace Technical Support at 1-877-325-7778. Other support options can be found here:

<https://community.brightspace.com/support/s/contactsupport>

### **Interaction with Instructor Statement**

Please speak to me after class or by email ([gordon.smith@tamuc.edu](mailto:gordon.smith@tamuc.edu) ). If needed we can schedule a Zoom meeting to discuss course or personal issues that are impacting course performance.

## **COURSE AND UNIVERSITY PROCEDURES/POLICIES**

### **Course Specific Procedures/Policies**

#### **Syllabus Change Policy**

The syllabus is a guide. Circumstances and events, such as student progress, may make it necessary for the instructor to modify the syllabus during the semester. Any changes made to the syllabus will be announced in advance.

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## **University Specific Procedures**

### **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>

### **TAMUC Attendance**

For more information about the attendance policy please visit the [Attendance](#) webpage and [Procedure 13.99.99.R0.01](#).

<http://www.tamuc.edu/admissions/registrar/generalInformation/attendance.aspx>

<http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/13students/academic/13.99.99.R0.01.pdf>

### **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](#)

[Undergraduate Student Academic Dishonesty Form](#)

<http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/documents/13.99.99.R0.03UndergraduateStudentAcademicDishonestyForm.pdf>

[Graduate Student Academic Dishonesty Form](#)

<http://www.tamuc.edu/academics/graduateschool/faculty/GraduateStudentAcademicDishonestyFormold.pdf>

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

### **Students with Disabilities-- ADA Statement**

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

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learning environment that provides for reasonable accommodation of their disabilities. If you have a disability requiring an accommodation, please contact:

Office of Student Disability Services  
Velma K. Waters Library- Room 162

**Phone (903) 886-5930**

Fax (903) 468-8148

Email: [StudentDisabilityServices@tamuc.edu](mailto:StudentDisabilityServices@tamuc.edu)

**Website:** <http://inside.tamuc.edu/campuslife/campusServices/StudentDisabilityServices/default.aspx>

### **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>

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.

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## **A&M-Commerce Supports Students' Mental Health**

### **Counseling Center Services**

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)

### **AI policy**

East Texas A&M acknowledges that there are legitimate uses of Artificial Intelligence, ChatBots, or other software that has the capacity to generate text and image, or suggest replacements for text and image, 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.

If the instructor allows AI to be incorporated into a solution, the student must acknowledge and credit its use and provide the prompt used to create the output.

### **TECHNOLOGY REQUIREMENTS**

#### **LMS**

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LMS Requirements:

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Zoom Video Conferencing Tool

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#### **Access And Navigation**

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#### Communication And Support

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#### Technical Support

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#### Student Responsibilities For Course

##### CWID and Password

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##### Technology-Related Issues

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#### Technology Requirements And Support

##### Minimal Technical Skills Needed

Students will need reliable computer and internet access for this course. Students must be able to effectively use myLeo email, myLeo Online D2L, and Microsoft Office and the Adobe Creative Suite.

##### Learning Management System (LMS) – D2L

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

- View the Learning Management System Requirements Webpage.
- Learn more on the LMS Browser Support Webpage.

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Graduate Student Academic Dishonesty University Procedure 13.99.99.R0.10

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East Texas A&M University

Velma K. Waters Library Rm 162

Phone (903) 886-5150 or (903) 886-5835

Fax (903) 468-8148

Email: [studentdisabilityservices@etamu.edu](mailto:studentdisabilityservices@etamu.edu)

Website: Office of Student Disability Services

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#### Mental Health and Well-Being

The university aims to provide students with essential knowledge and tools to understand and support mental health. As part of our commitment to your well-being, we offer access to Telus Health, a service available 24/7/365 via chat, phone, or webinar. Scan the QR code to download the app and explore the resources available to you for guidance and support whenever you need it.



Department or Accrediting Agency Required Content

*The syllabus/schedule are subject to change.*

## **COURSE OUTLINE / CALENDAR**

5 Weekly Drawing Exercises.

Seven Major Project Assignments:

Jan. 19: MLK JR. DAY HOLIDAY

Jan. 20:

WRITE MY TREATMENT (Pre-Project)

Jan. 26:

More work on Shot Types, Screenwriting and Storyboard terms

Feb. 02:

More work on Shot Types, Screenwriting and Storyboard terms

PROJ 1: POWERPOINT SONG/POEM STORY

Feb. 9:

PROJ 2: CHARACTER/SETTING DRAWING

Feb. 23:

PROJ 3: SCREENPLAY

March 9-15

Spring Break

Mar. 16:

PROJ 4: STORYBOARD DECONSTRUCTION

MidTerm Quiz

Mar. 23:

PROJ 5: GAME/APP DESIGN

Apr. 13:

PROJ 6: FINAL STORYBOARD YOUR SCRIPT

ANIMATIC GROUP(S) SELECTED

May 04:

PROJ 7: ANIMATIC GROUP PRESENTATION/FINAL EXAM

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