I. Course and Instructor:
MGD101 DS11
Introduction to Computer Graphics
Instructor: Jordan Callier
Format: Online

Instructor Information:
Instructor Name: Jordan Callier
Office Phone: 970-945-7481
Cell: 970-379-6744
E-Mail: **jcallier@coloradomtn.edu**
Virtual Office Hours: Hours by appointment

Course Information:
Course Title: Introduction to Computer Graphics
Course Code: MGD101 DS11
Semester: Spring, 2013
Class Location: Online
Start Date: 01/14/13
Refund Date: 01/30/13

Synonym Number: 73346
Credits: 3
Meeting Time: online, asynchronous

End Date: 05/03/13
Withdraw date: 04/07/13

Computer Access:
Online courses require frequent computer use and access to the internet. It is highly recommended that students have a personal computer for use in online courses. If you need to use a computer at your local Colorado Mountain College location, you will be able to do so during open lab hours. Please check with your local site for times. Labs will not be available for Elluminate sessions, if included as part of your course, due to the verbal interaction involved.

If you have general questions about online learning, please contact **Colorado Mountain College Online Learning** at 800-621-8559, extension 8341 or virtual@coloradomtn.edu.

No-show reporting and financial aid:
If you have not completed your introductory assignment(s) in Canvas by Tuesday, January 22, you will be reported as a no-show and dropped from the course. The resultant loss in credit hours may cause a reduction and/or cancellation of your financial aid award. Neither financial aid awards nor class reinstatement can occur after this point without significant documented extenuating circumstances. If you have questions or concerns about this please contact your campus financial aid specialist. (**http://coloradomtn.edu/financial_aid**)

II. Course Description:
Investigates the various approaches and media that students need to develop drawing skills and visual perception.

III. Student Learning Outcomes, Competencies, and Skills:
I. Develop a basic understanding of the computer system and its role in multimedia production. (I
II. Examine computer software and hardware. (III) (IV)
III. Analyze computer items. (III) (IV) (X) (XI)
IV. Execute proper operation of the equipment. (IV) (V) (VI) (X)
V. Determine software components and state their purpose. (VIII) (IX)
VI. Inventory hardware component parts such as ports, etc., and describe hardware configurations
VII. Survey multimedia applications. (VIII) (IX)
VIII. Demonstrate the basic skills of computer literacy. (I) (II) (III)
IX. Research ergonomics (VII)

IV. IDEA Objectives
1. Gaining factual knowledge (terminology, classifications, methods, trends).
2. Learning fundamental principles, generalizations, or theories.
3. Learning to apply course material (to improve thinking, problem solving, and decisions).
4. Developing specific skills, competencies, and points of view needed by professionals in the field most closely related to this course.

V. Evaluation Methods and Class Management:

Class Policies:
1) Cheating and Plagiarism – NOT ALLOWED and will result in an F. There is no flexibility here.
2) Etiquette – Please be mindful of your peers in class and be respectful of others at all times.
3) Canvas – All students are required to maintain active access to the Canvas site for the course. Student email, course resources and grade reports can be accessed via Canvas. The instructor will commit to contact students only through the email associated with their Canvas account.
4) Contacting the Instructor – You can use email, voicemail or set up an appointment to contact the instructor. If the instructor doesn't respond to your messages within 24 hours, please assume that they didn't get the message and try again. When contacting instructor, make sure you state the name of the course. Students are often enrolled in more than one class from an instructor at one time – don't make things difficult.
5) Required resources — a Lynda.com membership must be obtained for use in the class. Students must also have ready access to Adobe Creative Suite Design Premium or Master Collection, minimum version: CS3.

NOTICE:
A student judged to have engaged in academic misconduct as defined in the "Academic Policies and Requirements" section of the Colorado Mountain College Student Handbook will, at a minimum, receive a "zero" for the work in question. The student may also be removed from the class, resulting in a failing grade. All student course material may be submitted to turnitin.com (or another anti-plagiarism program) at the instructor's discretion. "Academic Expectations," the "Student Code of Conduct and Judicial Process" and more information about academic

misconduct can be found in the Student Handbook.

Students are responsible for course materials from assigned text(s) and reading, lectures, labs, and other assignments as required.

The instructor may alter any, or all, of this syllabus during the semester as the learning environment requires. Students will be notified in writing of changes.

Attendance at all class meetings is expected.

No-show reporting and financial aid: You must attend your first day of class so that the instructor may complete a "no-show" report. If you do not attend class or notify your instructor of a valid reason of why you cannot be there, you will be reported as a no-show and dropped from the course. The resultant loss in credit hours may cause a reduction and/or cancellation of your financial aid award. Neither financial aid awards nor class reinstatement can occur after this point without significant documented extenuating circumstances. If you have questions or concerns about this please contact your campus financial aid specialist. (**http:// coloradomtn.edu/financial_aid**)

- If you have a disability protected by the Americans with Disabilities Act (ADA) and Section 504 of the Rehabilitation Act and feel you may need classroom accommodations based on the impact of your disability, please contact the Disability Services Coordinator on your campus: Edwards and Steamboat Springs: Deb Farmer at 970-870-4450
- Aspen, Carbondale, Glenwood Springs (including Spring Valley), and Rifle: Dr. Anne Moll at 970-947-8256
- Breckenridge, Dillon, Leadville, and Chaffee County: Sandi Conner at 719-486-4200

Students wishing to withdraw from this course must INITIATE the course withdrawal/drop process at the site Registration Office.

This class could be cancelled one week prior to the census date if a sufficient number of students are not enrolled by that date.

VI. Grading System & Options

Information about grading is available in the Colorado Mountain College catalog. You will receive a grade report for current semester courses at the end of each term. This grade report is mailed to your permanent mailing address. Reports are mailed approximately two weeks after the end of the academic term. Additional information is available at: **http:// catalog.coloradomtn.edu/content.php?catoid=3&navoid=620#Grading_System_and_Options**

Grade	*Meaning*	*Quality Points*
A	Excellent	4.0
A-		3.7
B+		3.3
B	Above Average	3.0
B-		2.7
C+		2.3
C	Average	2.0

C-		1.7
D+		1.3
D	Poor	1.0
D-		0.7
F	Fail	0.0
W	Withdrawal	-
AW	Admin. Withdrawal	-
AU	Audit	-
P	Pass	-
I	Incomplete	-
NG	No Grade Assigned	-
IP	In Progress	-

93-100 . . . . . A
90-92 . . . . . A -
87-89 . . . . . B+
84-86 . . . . . B
80-83 . . . . . B-
77-79 . . . . . C+
74-76 C
70-73 . . . . . C-
67-69 . . . . . D+
60-66 . . . . . D
<60 . . . . . F

Please note: If student does not meet the course competencies, they will NOT receive a passing grade.

VII. Required Course Materials
- Lynda.com membership
- Adobe Creative Suite CS3, CS4, CS5, CS5.5, or CS6.

VIII. Other Information:
Canvas
Canvas by Instructure is the online learning management system (LMS) used by Colorado Mountain College. You access Canvas via your web browser, i.e.: Mozilla/Firefox, Internet Explorer, Opera, etc. Students, faculty and staff members use the CMC Canvas site to access course announcements, documents, research links and library resources, to receive and deliver completed assignments, take tests, and to communicate with each other via email, discussion boards and chat.

For instructions on How to Access your Canvas Account, Canvas How To's, and who to contact for all your Canvas questions and support needs, please visit: **www.coloradomtn.edu/web/departments/faq-for-students**.

Student Email
All CMC students enrolled in a credit-based class (0.5 hour credit class or more) will be assigned a CMC student email address through Google mail (Gmail). Please allow at least 48 hours after you register for this account to be activated. For more information on your CMC student email account, please visit: **mycmc.coloradomtn.edu.**

Virtual Library Information http://coloradomtn.edu/library

The Virtual Library has its doors open 24/7, providing access to thousands of online journals and newspapers, books and art images, downloadable videos and audio books, career resources and practice tests.

If you need help with the Virtual Library, email reference@coloradomtn.edu or call us at 800-621-8559, extension 2926.

Colorado Mountain College Online Learning
Information is available at: **http://www.coloradomtn.edu/online_learning/.**

STUDENT ACKNOWLDEGEMENT OF SYLLABUS

MGD101 DS11
Spring 2013

I, _____ hereby acknowledge that I have read and fully understand the syllabus, its policies and regulations regarding what is expected of me in the class. I further understand that the policies and regulations on the syllabus may be subject to change by the instructor as needed.

I acknowledge that it is my responsibility to maintain an active email link in the course Canvas website.

I acknowledge that Colorado Mountain College reserves the right to retain projects for the purpose of demonstrating compliance with accreditation body requirements for program courses.

_____ _____
STUDENT SIGNATURE DATE