Adobe Illustrator BASICS
Class Syllabus — Fall 2012 — Laney College

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Laney Graphics Department Phone: 510-464-3263 *(message only)*
Course: 134 - Adobe Illustrator CS6 Basics
Lab Code: 20526 **Units:** 2.5 **Room:** A153

Office Hours: 12:30 P.M. - 1:00 P.M. Monday and Wednesday
Class Hours: 1:00 P.M. - 4:50 P.M. Monday
  Lecture: 1:00 P.M. - 2:50 P.M. **Lab:** 3:00 P.M. - 4:50 P.M.
  Open Lab: *(additional required Lab time)* 18 Hours per Semester.
Recommended Preparation: Bus 219 or CIS 205 or GRART 230

STUDENTS ARE EXPECTED TO REMAIN IN CLASS UNTIL AT LEAST 4:10 P.M.

TEXT AND MATERIALS

Text: Adobe Illustrator CS6 Classroom in a Book.
  ISBN-13: 978-0-321-82248-2
  ISBN-10: 0-321-82248-X
Software: Adobe Illustrator CS6

Disks: If you want to take your work home, bring 2 or 3 rewritable CD's or a Flash Drive. Do **NOT bring Zip Disks or Floppies**.
Handouts: Additional handouts may be provided during the semester.

Fun with Illustrator
A drawing of a face.

GENERAL

Attendance: Regular and on-time attendance is expected.

Add or Drop Classes: *It is an individual student's responsibility to add or drop a class if necessary.* The appropriate forms must be processed through the Admissions and Records Office before an add or drop will take place. A course not dropped will result in a "fail" on your transcript.

Classroom Policies: *The following guidelines are for your welfare as well as that of other students. Maintaining the best possible educational atmosphere is paramount to the success of all students.*
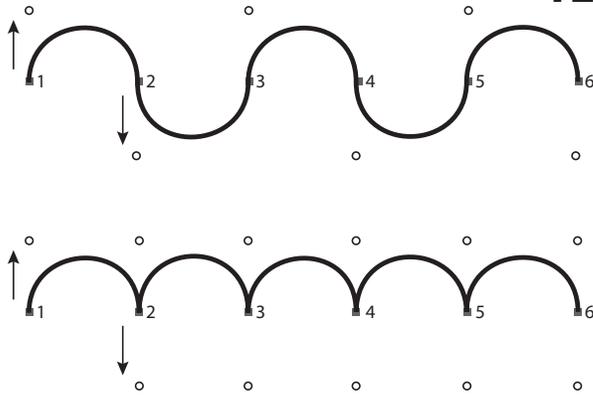
1. Class begins **promptly at 1:00 P.M.** Breaks may be taken at any time, but it is recommended that they be taken during lab, which follows the lecture. *Please do not leave the classroom during the lecture unless absolutely necessary.* The classroom will be open until at least 4:10 P.M. to allow time for personal assistance and to work on your projects.

2. Students should plan their workday to remain at task during the entire class session. Some work stations are limited and may not be available at all times.

3. Food and drink are **NEVER ALLOWED** anywhere near the computers. They **MUST** be kept at the back break table only. You may **NOT** use food or drink containers set on the floor beside you computer. Failure to obey this rule may result in your being removed from the classroom.

4. **Smoking** is not permitted anywhere on campus.

5. Cell phones **MUST** be turned completely **OFF** before entering a classroom or lab. This includes text messaging. If you feel receiving a call is more important than your lessons, then *drop the class* so someone else can get in.

6. The copying or "down loading" of files to or from the hard drive (except individual student temporary work files) to diskettes or other storage devices is considered stealing and is illegal. Students in violation of this policy will be removed from class with a failing grade for the term. *Students may be subject to prosecution by the college*.

7. All computer disks brought in from outside of class **MUST** be *scanned for viruses*. *Failure to comply is grounds for being dropped from class*.

8. If your computer crashes or is restarted, all settings will return to their defaults. Any documents saved to the desktop will be deleted. Be sure to keep a copy of any working documents on an external drive such as a Flash Drive or a rewritable CD.

9. Students will "*Log-In*" and "*Log-Out*" for all computer sessions. A sign-up sheet will be provided.

FOR ANY OTHER STUDENT CODE OF CONDUCT INFORMATION, REFER TO THE CURRENT LANEY COLLEGE CATALOG.

TEACHING METHODS

Fun with Illustrator
Learning the Pen Tool

1. **Lectures/Demonstrations:** The first half of each class will be used to highlight the important material within each lesson using interactive discussions, handouts, and computer demos.
2. **Labs:** The last half of each class is dedicated to hands-on learning, facilitated by the instructor. You will work at your own pace during this portion of the class to solidify the lesson material or to begin project work.
3. **Lesson Projects:** After each lesson you will receive an assignment that helps to reinforce the new information you have received. *It must be turned in no later than the end of the next class unless otherwise noted.*

COURSE POLICIES

Missed Classes: You are responsible for the activities of each class period. If you anticipate a scheduling conflict, be sure to make arrangements with me so your work will be on time.

Assignments: Projects will be assigned throughout the semester. Check the ***Class Schedule and Homework Assignments*** *(last page of this Syllabus)* for more information.

Academic Dishonesty: Plagiarism and cheating are serious offenses and may be punished by failure on exam, paper or project; failure in course; and/or expulsion from the college. For more information, refer to the "Academic Dishonesty" policy in the college catalog. *Plagiarism occurs when a student misrepresents the work of another as his or her own. Plagiarism may consist of using the ideas, sentences, paragraphs, or the whole text of another without appropriate acknowledgement, but it also includes employing or allowing another person to write or substantially alter work that a student then submits as his or her own. Any assignment found to be plagiarized will be given an "F" grade (and could result in an "F" in the class). All instances of plagiarism will be reported to the Dean of the Division, and further action may be taken by the College.*

Need for Assistance: If you have any condition, such as a physical or learning disability, for which you need extra assistance, please see me immediately. You must provide me with a **Disability Verification Form** from DSPS as soon as possible so that appropriate accommodations can be made for your special needs. *I wish to make this course as accessible as possible to students with disabilities that may affect any 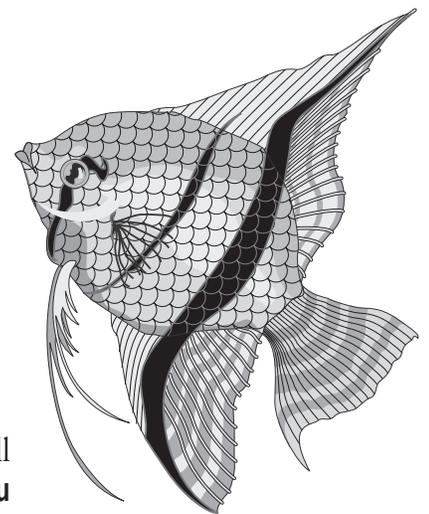aspect of course assignments or participation. I encourage you to communicate with me by the second week of the course or at your discretion about any accommodations that will improve your experience in (or access to) this course. You can also contact the Disability Services and Programs for Students at 464-3428 for assistance.*

Open Lab: You are required to complete a ***minimum of 18 hours per semester*** of Open Lab time. This is in addition to the 3&3/4 hours of class ***(half lecture and half lab)*** and works out to approximately 1 hour per week. Open Lab is located in the Graphic Arts Department, Building A, Room A153. Open Lab is not available the first few weeks and the last week of classes. Failure to comply will lower your grade. **You must have a Student ID Card to get into Open Lab**. Be sure to sign ***both in and out*** of lab using the **Open Lab** sheet, or it will not count.

Fun with Illustrator
A Drawing of a Fish

Student ID Card: All students are ***required to obtain a Student ID Card***. These can be obtained on the 4th floor of the Student Center.

GRADING POLICIES

Initial Grading: All projects are assigned a Final Letter Grade based on the percentage of correct answers *(i.e. incorrect answers with a total value of 12 percentage points would give you a grade of 88% of correct answers which equals a B)*.

Final Grades	
91-100	A
81-90	B
71-80	C
61-70	D
0-60	F

The Point System: Points are assigned for each project *(assignment)* including Final Projects *(final exams)*. Full points will be given when completed correctly and on time. Points will be deducted for any portion that is incomplete or incorrect. No points will be given for a project that is late. ***Any exceptions must be arranged with me ahead of time***. Points are also assigned for attendance during the Lecture and Lab periods for each class, and for the additional required Open Lab hours.

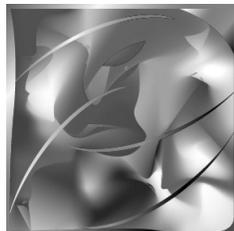**Final Grades:** Percentage points are totaled then divided by the total number of graded assignments within each category. Each result is then multiplied by the point value listed in the chart shown to the right. The final results for each category are added together to determine your Final Grade.

Grades will be determined using the following criteria:	Total % Points
Lecture/Lab Attendance	20%
Open Lab Attendance	5%
Lesson Projects	25%
Midterm Projects	25%
Final Projects	25%
Total	100%

Extra Credit projects, when available, will add an additional 3% of total points for each extra credit project to your final grade total.

COURSE DESCRIPTION

This course will cover basic Illustrator skills helping you to interface with and create vector images in the Adobe Illustrator software program and demonstrate file saving for direct output or for use in other software programs. You will learn how to work with layers, make selections, incorporate color techniques, adjust colors, use painting tools, place type in an image, and much more. Students are required to study each lesson and to complete any assignments based on those lessons. A copy of the ***Class Schedule and Homework Assignments*** is located on the last page of this syllabus.
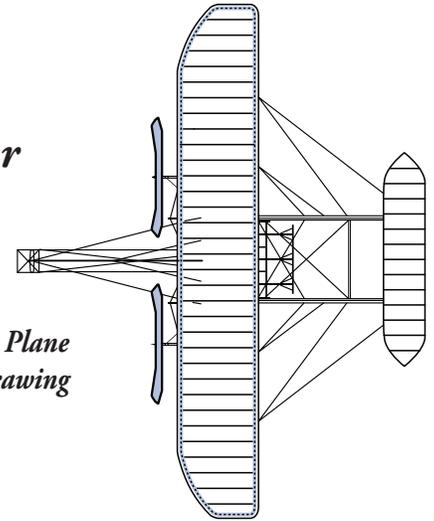

Fun with Illustrator
A Gradient Mesh

STUDENT LEARNING OUTCOMES (SL0'S)

Upon completion of this class students will be able to:
• Interface with the Adobe Illustrator software program
• Create vector images in the Adobe Illustrator software program
• Demonstrate file saving for direct output or for use in other software programs

Fun with Illustrator

Wright Brothers Plane
A Pen Drawing

PARALLELS DESKTOP & BOOTCAMP

Parallels Desktop® is a virtualization solution that enables you to create virtual machines on Macintosh computers with Intel® processors (1.66 GHz and faster). You can install a ***Windows***, ***Linux***, ***Mac OS X***, or ***another operating system*** in each of your virtual machines, and work with them and their applications side by side with your Mac OS X applications.

Bootcamp: If desired, you can boot directly into any installed operating system instead of running them together. **This is recommended for class work, because it requires considerably less RAM.** The following instructions explain how to use Bootcamp to boot into your preferred operating system. ***Caution: Bootcamp is not functioning on some computers. These computers should be used for Macintosh only***.

Macintosh OS: Press and release the button on the lower, left, rear corner of the computer.

Windows OS: Press and release the button on the lower, left, rear corner of the computer ***while simultaneously pressing the Control key*** on your computer keyboard. ***Do not release the Control Key*** until you reach a screen that contains two images of hard drives. Click the Windows drive.

		Read each project before coming to class. Lesson material will be discussed in class.	HOMEWORK ASSIGNMENTS due no later than the FOLLOWING class period
WEEK	DATE	**CLASS SCHEDULE AND HOMEWORK ASSIGNMENTS** *(subject to change without notice)*	
1	8/20	Basic Introduction to Adobe Illustrator CS6 Lesson 1: Getting to Know the Work Area	ALL STUDENTS MUST HAVE A COPY OF THE LESSON BOOK NO LATER THAN THE BEGINNING OF THE THIRD CLASS, WEEK 4, SEPTEMBER 10, LESSON 3
2	8/27	Lesson 2: Selecting and Aligning	
3	9/3	**Labor Day - Holiday - No Class**	
4	9/10	Lesson 3: Creating and Editing Shapes	WILL BE ASSIGNED IN CLASS
5	9/17	Lesson 4: Transforming Objects	WILL BE ASSIGNED IN CLASS
6	9/24	Lesson 5a: Drawing with the Pen and Pencil Tools	
7	10/1	Lesson 5b: Drawing with the Pen and Pencil Tools	WILL BE ASSIGNED IN CLASS
8	10/8	Pen Tool Lesson and Project	WILL BE ASSIGNED IN CLASS
9	10/15	*REVIEW ALL PREVIOUS LESSONS*	
10	10/22	**MIDTERM PROJECT** – OPEN BOOK – BRING YOUR NOTES *MUST BE COMPLETED AND TURNED IN NO LATER THAN THE END OF CLASS* **TODAY!**	
11	10/29	Lesson 6: Color and Painting (includes patterns)	WILL BE ASSIGNED IN CLASS
12	11/5	Lesson 7: Working with Type	WILL BE ASSIGNED IN CLASS
13	11/12	**Veteran's Day - Holiday - No Class**	
14	11/19	Lesson 8: Working with Layers	WILL BE ASSIGNED IN CLASS
15	11/26	*PEN TOOL REVIEW*	
16	12/3	*REVIEW ALL PREVIOUS LESSONS*	
17	12/10	**FINAL PROJECT** – OPEN BOOK – BRING YOUR NOTES *MUST BE COMPLETED AND TURNED IN NO LATER THAN THE END OF CLASS* **TODAY!**	

NO CREDIT – *NO EXCEPTIONS* – FOR LATE PROJECTS
UPDATED CLASS SCHEDULE

Extra credit will be announced when available.