

Course Syllabus

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Welcome!

Welcome to CS 70.11A - Photoshop 1. This class explores the basics of Photoshop, including selection, layers, painting, image sources and copyright, and resolution. In addition, the class discusses simple automations, image repair, correcting image color and tone, a few fun filters, and the creation of complex composite images.

This is the entry course to four semesters of Photoshop instruction. Hopefully, you will become so fascinated with Photoshop that you will continue on to take all four courses! If you complete all four courses, you will be eligible for the SRJC Photoshop certificate.

As a student in this class, it is your responsibility to read and understand completely everything that's on this syllabus. This includes, but is not limited to, the file submission instructions and late assignment policy.

NOTE: Please do check your email/notifications from Canvas frequently for any updates and communications from me regarding the class materials.

Student Learning Outcomes

Students will be able to:

1. Demonstrate competency in identifying Photoshop interface elements.
2. Construct simple documents utilizing selections, layers, and blending modes.
3. Differentiate between simple graphic file formats and choose the appropriate usage for each.

Instructor Contact Information:

Email:

ehansen@santarosa.edu (<mailto:ehansen@santarosa.edu>)

Additional Contact Information can be found on the Canvas Homepage.

Note: When emailing, it will help me address your question more quickly if you can put your Section Number at the beginning of the subject. (and if it is about a specific class or homework assignment, include that in the Subject as well.) Thank you!

Office Hours:

During the Summer session:

- Via Email, Skype, or Cell: Mondays and Wednesdays 11am - 12pm

Hardware / Software

If you choose to work at your own computer, you may subscribe to Photoshop CC 2017 (or the entire Creative Suite) directly from [Adobe](http://www.adobe.com/education) (<http://www.adobe.com/education>). You can also access Photoshop from the Computer Labs on campus.

Check hardware and software requirements before buying software. (Photoshop does not run well or at all on older computers.) Adobe Photoshop Creative Cloud (preferably CC 2015 or 2017) is required.

Online requirements:

The entire class can be accessed through Canvas. The videos are located on a hidden YouTube channel. The "Review" Discussions have a Dropbox link.

You will need basic skills for navigating web sites and the ability to send and receive email. You must have an email account that you can check on a regular basis.

Textbook

Required Text: *Practical Photoshop CC, Level 1*. In order to help you save money, we have decided to make the textbook available in electronic, as well as print, format. This way, we were able to keep the price of the book low. To purchase the book, go to the [Practical Photoshop](http://www.practical-photoshop.com/pages/buy.html) (<http://www.practical-photoshop.com/pages/buy.html>) Web site. Once there, find the version of the book that matches the class you will be taking, then choose from among the purchase options available.

Once you have the book, go ahead and download the [book images](http://www.practical-photoshop.com/downloads/PP1-student_images.zip) (http://www.practical-photoshop.com/downloads/PP1-student_images.zip) - all of the images you'll need to follow along with the book and complete the book's exercises.

Additional reference tool:

The most authoritative reference is the [Photoshop CC User Guide](http://helpx.adobe.com/pdf/photoshop_reference.pdf) (http://helpx.adobe.com/pdf/photoshop_reference.pdf) (800+ page PDF). This is no longer available in printed format, but you can view or download it on the Adobe site.

Using the Class Web site

You can find most everything you need in the Home, Syllabus, Modules, Grades, etc. links to the left of this posting in Canvas.

Syllabus takes you to the page that you are currently reading (the syllabus page). It describes the course requirements and provides recommendations for class success.

Schedule is the most important page in the class. Bookmark it and check it at least once a week to see what you should do. The Schedule Page summarizes your weekly assignments, with links to the relevant assignment details and quizzes. The weekly reading pulls out central concepts that are important to understand, and to illustrate things in more depth as needed.

NOTE: When working in any of the SRJC labs, you will not be allowed to print out any online materials. Print from home if you have a printer or use the college's pay-to-print facilities.

Assignments takes you to the page with the full instructions for each assignment you will need to complete.

Discussions takes you to our class forum, where we can discuss Photoshop and other computer and career-related topics. Please be courteous to your classmates and use appropriate email etiquette in your posts. Use the discussion forum as the primary location to ask each other questions when you run into Photoshop questions or issues.

Grades lets you view your gradebook. I only grade once a week, so your grades will not automatically appear after you submit an assignment. *If you haven't received a score on an assignment, it's because I haven't graded it yet.* If you receive anything less than full credit on an assignment, my comments will be included on the Submission page.

Videos - These are a walk-through of the material in the book. All of the videos are in a YouTube playlist. ***Not all videos are captioned. Contact the instructor as soon as possible if you will need captions.***

Class Communication

It is important to check our Canvas Home page for Announcements often (usually on Mondays and Wednesdays). I will be posting there as needed to clarify issues, point out book errors, let you know that grading is done, etc. I will communicate with you via the Grades pages Comments if you have submitted things wrong.

I check my email semi-frequently and try to answer emails within a couple of days. By using the class discussion forum, one of your classmates may be able to help you. I encourage everyone to use the class discussion forum.

Reading

Your weekly reading comes from the course textbook. The textbook contains information about all the image files you will need to follow along with its examples and guided exercises.

Submitting Homework

All homework is submitted through Canvas. You will have Projects, Quizzes, and Discussion. Each page has a way to submit its particular item.

For the Discussions, you will sometimes need to review your classmates' work. This should be posted to the Discussion page, not the Dropbox link.

File Preparation and Submission

You *must* follow these instructions when preparing assignment images to be uploaded (unless you are told otherwise in an assignment's instructions):

1. Make the file in Photoshop. This gives it a PSD extension.
2. Within Photoshop, use the **Save for Web** dialog box to save the file:
 - a. Change the file to JPEG format for fast transmission
 - b. Determine whether the height or width is larger (in pixels)
 - c. Enter 600 for the larger dimension inside the **Image Size** section
 - d. Press tab to confirm the 600 pixel setting - this sets the dimensions to 600x600 or smaller
 - e. Near the top of the dialog box, adjust the **Quality** slider to get the file size as close to 300k as possible (check the file size in the lower-left corner of the window)

Submitted homework files *must* be 600 pixels on the longest side and as close to 300 kb as possible, unless you are told otherwise.

The textbook recommends keeping files to 100k, but I want you to make your files as close to 300k as possible. If the image dimensions are correct, and you have the quality set to 100 but the file is below 300k, that's okay - I want them *as close as possible*.

Certain assignments will require you to use different settings. I will make this clear for these assignments on the assignments page.

3. Upload the JPEG --*not the PSD*-- to the page for that assignment.

Assignments

Assignments are due according to the due date on the Assignment's page. After the due dates, work will be considered late and you will lose 50% of the possible points. I won't accept any assignments more than 1 week late, unless you've made previous arrangements with me. Nothing will be accepted after the final exam deadline.

Quizzes will be accepted up to one week late as well, but will be subject to a 50% late penalty if not turned in by the assigned due date. The midterm and final exams will not be accepted late unless prior arrangements have been made.

If you do not turn in an assignment, be sure to email me to confirm that you are still active in the class. If you experience technical problems that keep you from turning in assignments, contact me.

Getting Help

Photoshop is a very complex program, and you will probably have some questions and problems. Try this strategy:

1. Search for the answer in Photoshop Help.
2. Post a message to the [class discussion forum](http://www.donaldlaird.com/forums/simpleforum_pro.cgi?fid=02) (http://www.donaldlaird.com/forums/simpleforum_pro.cgi?fid=02) to see if anyone else is having the same problem, or knows the answer. Typically, several students have the same question and if it is answered publicly, then everyone can benefit.
3. Email me. In order for me to read your email, you *must* include XXXX (where XXXX is the section number) in the subject line. If you have an important question that is keeping you from completing your assignment, also include the word HELP in the subject line. Since I have many students who will be emailing me this semester, the correct subject line tells me to answer you quickly. Do not use HELP for non-critical messages.
4. Come "see" me during Office Hours. My office hours can be found on the Home page. I can also make special arrangements if those times don't work. (Remember to always put your section number in the subject line of your email.)

Quizzes and Exams

This class has:

- frequent online quizzes (designed to test whether you understood the week's subject)
- a midterm
- a final exam

All quizzes and exams are given via Canvas. After submitting the quiz or exam, you will get a message telling you your score.

You may use your notes when taking a quiz or exam.

The quizzes, midterm, and final exam will be open for a limited period of days. If you need to miss an exam, make prior arrangements with me to reschedule, or you will receive a zero.

Do not load a quiz or exam more than once (the testing system reports to me if you load a quiz or exam more than once). I will subtract points from your final score on the quiz or exam if you load it more than once. This includes before, during, or after you have completed the quiz or exam. The only exception to this rule is if you have a technical problem during a quiz or exam (for example, if your computer crashes or your Internet connection goes down), then you may re-load the quiz or exam. If this happens, send me email immediately, letting me know what happened.

Grading

Percentage	Grade
90 - 100%	A
80 - 89%	B
70 - 79%	CR or C
60 - 69%	NC or D
Below 60%	NC or F

In addition to receiving at least 70%, you *must* complete the midterm exam, final exam, and final project to pass the class.

As I grade, I record my comments in your online grade book. If I have a problem with one of your assignments, I may ask you to re-submit it. You can keep track of your grades by clicking on the "Grades" button in the main navigation.

Pass-No Pass

You may take this class pass/no-pass. You must decide before the deadline, and add the option online or file the Pass/No Pass form with Admissions and Records. With a grade of C or better, you will Pass. Once you decide to go for P/NP, you cannot change back to a grade.







Student Conduct:

Students will adhere to the rules and regulations regarding [Academic Integrity](http://www.santarosa.edu/for_students/rules-regulations/academic-integrity.shtml) (http://www.santarosa.edu/for_students/rules-regulations/academic-integrity.shtml). All acts of academic dishonesty will be reported to the administration.

[Smoking is prohibited](http://www.santarosa.edu/for_students/rules-regulations/) (http://www.santarosa.edu/for_students/rules-regulations/), not only on the college's property, but also within 20 feet of all District property, including all sidewalks and a portion of the city streets adjacent to college property.

Cells phones must be turned off or to vibrate only when you are using the SRJC computer labs.

Course Summary:

Date	Details
	 Clone of 1 - Photoshop 1 test bank https://santarosajc.instructure.com/courses/23630/assignments/136092
	 Clone of CS 70.11A InPerson Course Evaluation https://santarosajc.instructure.com/courses/23630/assignments/136065
	 Clone of CS 70.11A Online Course Evaluation https://santarosajc.instructure.com/courses/23630/assignments/136119
	 Clone of GET OUT OF FAIL FREE https://santarosajc.instructure.com/courses/23630/assignments/136080
	 Clone of Photoshop 1 Web Pages Quiz In-person https://santarosajc.instructure.com/courses/23630/assignments/136094
	 Clone of Photoshop 1 Web Pages Quiz Online