Course Syllabus

✎ **Edit**

CS 70.11A - Adobe Photoshop
Sections 4323 & 4116
Spring 2023

Welcome to CS 70.11 - Adobe Photoshop!
Please make sure you read **all** the information on this page!
Thank you!

A first day Welcome Announcement will be posted on our Canvas Home page. *In general, I will be communicating via the Canvas **Announcements** on the Illustrator Canvas Home page, so please check* ▶ *for updates weekly. You can also get these sent to you via email in your Canvas Account ...ications.*

Course Description

During this course we will explore 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.

You may attend this course in-person (synchronously) *or* **online either synchronously with the in-person class via zoom** and/*or* **asynchronously via pre-recorded video.** You will follow guided tutorials in your required textbook and complete assignments that focus on different aspects of Photoshop. This gives you a very flexible study schedule, but also requires that you work in a self-disciplined and independent manner.

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.

I reserve the right to change the course syllabus and point values for specific assignments and activities at any time. If I do so, I will inform the class promptly via e-mail and on the class website. Therefore **it is**

essential that you keep your current e-mail address on file by updating your SRJC profile in your student cubby any time you make a change to your contact information.

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.

Course Outline:

Link to current full course outline (https://portal.santarosa.edu/SRweb/SR_CourseOutlines.aspx?CVID=37883&Semester=20187)

Class Meetings

This class has a scheduled time where you can attend in-person or via zoom. You may also watch pre-recorded videos in Canvas. **Homework (Projects & Discussions) & Tests are all submitted online in Canvas.** If you are unfamiliar with Canvas, we will go over during the first day of class.

Instructor Contact

E. Hansen (https://profiles.santarosa.edu/emily-hansen)

Email: Please email through the Canvas inbox during the semester

Office Hours:

- TBD - via Tech Connect Zoom (phone & email are also options!)

I usually respond to emails within 24 hours on weekdays, 48 hours on weekends (Friday afternoon through Sunday & Holidays).

Textbook and Materials

Required Text: *Practical Photoshop CC 2022, Level 1 (available in print or PDF formats)*. To purchase the book, go to the **Practical Photoshop (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. (You must choose the "current" version for the latest updates. The older versions may not work for this class)

Once you have the book, go ahead and **download** the following zipped file of all the **images used in the book's guided exercises** ⬀ (http://www.practical-

photoshop.com/downloads/PP1-2022-student-images.zip) - you will need these to complete your assignments!

Additional reference tool

The most authoritative reference is the **Photoshop CC User Guide (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.

If you are doing your work during class and/or in a campus lab, I suggest you purchase a 16 or 32 GB flash drive to save your assignments on.

Hardware/Software Requirements

To take this class you should have access to the following:

- **Software:** You should have access to Adobe Photoshop either on your home computer or in the lab. To get started, you can **download a free 7 day trial version of the software ⬚ (http://www.adobe.com/downloads/)** from the Adobe website.
  Photoshop can be purchased separately, or as part of the **Creative Cloud Suite ⬚ (https://www.adobe.com/creativecloud/buy/students.html)**. (Be sure to check for student pricing options when purchasing from Adobe. Requires SRJC email address.)
  CollegeBuys ⬚ (https://shop.collegebuys.org/articles/ACC_Student39_Landing.htm) also has deals sometimes on Photoshop or the entire Adobe Creative Cloud. Last time I looked, the Creative Cloud was available for $40 for 6 months. (Requires SRJC email address.)
- **Relatively powerful computer:** either a PC running a recent version of Windows or Mac OS with at least 4GB of RAM. Photoshop will not run on old or under-powered computers! Be sure to check the latest minimum requirements for running Photoshop.
- **Web Browser:** Chrome is the browser recommended for optimal working in Canvas. If you choose to use a different browser, make sure it's a recent update.

SRJC IT Dept

If you do not have a computer at home, you can contact the SRJC IT department about getting a student loaner laptop. If the labs have been re-opened for in-person use, Photoshop is also installed on the computers in the library but they are not very powerful. To make use of a lab you must have a valid student ID card.

- **SRJC IT Department Home Page (https://it.santarosa.edu/)**
- **SRJC IT Department Contact Information (https://it.santarosa.edu/contact-us)**

SRJC Email Accounts

You can obtain an e-mail account either by signing up for a SRJC Student account or by getting a free online account through Gmail or similar service (Yahoo accounts have had some issues in the past so I recommend you avoid them!).

- **SRJC Student E-mail Accounts (https://it.santarosa.edu/student-email-accounts)**

Important Dates

Date Class Begins: 1/19
Date Class Ends: 5/18
Last Day Add w/o add code: 1/24
Last Day Add with add code: 2/3
Last Day Drop for Refund: 1/29
Last Day for P/NP option: 2/26
Last Day Drop w/o W: 2/5
Last Day Drop with W: 4/23
Date Final Exam: 5/25

Please use the **Academic Calendar (https://admissions.santarosa.edu/academic-calendar)** to confirm these dates.

Dropping the Class

If you decide to discontinue this course, it is *your responsibility* to officially drop it. A student may be dropped from any class when that student's absences exceed ten percent (10%) of the total hours of class time. It is strongly advised that if you need to miss more than one class/homework deadline in a row that you contact the instructor to avoid being dropped from the class.

Attendance

For face-to-face courses, students who fail to attend the first class meeting may be dropped by the instructor. For classes that meet online, students who fail to log on and initiate participation by 11:59 p.m. Pacific Time of the first day of the class may be dropped by the instructor.

Pass-No Pass (P/NP)

You may take this class P/NP. You must decide before the deadline, and add the option online with TLC or file the P/NP form with Admissions and Records. With a grade of C or better, you will get P.

You must file for the P/NP option by the date listed above. Once you decide to go for P/NP, you *cannot* change back to a letter grade. If you are taking this course as part of a certificate program, you can probably still take the class P/NP. Check with a counselor to be sure.

Instructor Announcements

The instructor will post announcements on the "Home" page in Canvas throughout the semester. Canvas notifies students according to their preferred Notification Preferences.

Late Policy

All assignments are due at 11:59pm on the due date. A late submission will receive a 3% penalty *per day late*.

Exams

There will be online midterm and final exams. The material comes from the required reading (class lectures notes), videos, and supplemental materials. If any exam is missed, a zero will be recorded as the score. No late submissions will be allowed without prior arrangement. It is your responsibility to take the exams by the due date.

Grading Policy

Click the "Grades" link in Canvas to keep track of your grades. I usually grade once a week and post grades and comments in the Canvas gradebook.

Regardless of points, all assignments are placed in weighted categories as a portion of your overall grade:

- Projects - 55%
- Discussions - 15%
- Quizzes - 30%

Grades will be assigned as follows:

Grade	Percentage
A	90% - 100%
B	80% - 89%
C	70% - 79%

Grade	Percentage
D	60% - 69%

If taking Pass/No Pass (C/NC) you need at least 70% of the total class points and complete the midterm exam and the final exam to pass the class.

Standards of Conduct

Students who register in SRJC classes are required to abide by the SRJC Student Conduct Standards. Violation of the Standards is basis for referral to the Vice President of Student Services or dismissal from class or from the College. See the **Student Code of Conduct page (https://student-conduct.santarosa.edu/)** .

Collaborating on or copying of tests or homework in whole or in part will be considered an act of academic dishonesty and result in a grade of 0 for that test or assignment. Students are encouraged to share information and ideas, but not their work. See these links on Plagiarism:
SRJC Writing Center Lessons on avoiding plagiarism ⇨
(http://srjcwritingcenter.com/research/plagiarism/plagiarism.html)
SRJC's statement on Academic Integrity (http://www.santarosa.edu/polman/3acadpro/3.11P.pdf)

Smoking is prohibited (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.

Special Needs

Every effort is made to conform to accessibility standards for all instructor-created materials. Students should contact their instructor as soon as possible if they find that they cannot access any course materials. Students with disabilities who believe they need accommodations in this class are encouraged to contact **Disability Resources (https://drd.santarosa.edu/)** (527-4278).

Tips For Enjoying This Class

Participate!

Get involved in class discussions and share your questions and discoveries!

Be Adventurous!

Experiment with Photoshop and try things that might be technically challenging.

Use Your Initiative!

Remember to check your computer manuals and online support/tutorials before you contact me. I may not be able to help you solve problems with your home computer.

Cooperate!

You create a great class atmosphere when you work cooperatively with your fellow students and with me. Your classmates will appreciate hearing your constructive comments. In addition, I like to receive constructive and positive feedback about how the class is going. If there's a problem I'd like to hear about it. You never know... maybe I can even fix it!

Don't Get Behind!

Stay up to date with your reading, tutorials and assignments! Resist the urge to procrastinate!

List of assignments

Note to students: the assignments listed below (in Canvas) are not necessarily all of the assignments (*and may change if you are viewing before the start of class*).