

Important Notice This is an online, Summer C course (dates: May 8 – August 4). This course requires a laptop with the Adobe Creative Cloud and constant access to WiFi. If you cannot meet these requirements, you should not take this course.

UPDATED April 28, 2017

Course: VIC 3001: Sight, Sound, Motion, Section 701G (CJC Study Abroad)

Prerequisites: Sophomore standing

Class Times: As scheduled

Instructor: Kay Tappan
3048 Weimer Hall
kaytappan@jou.ufl.edu
(352) 392 0444

Spring Office Hours

(Should you wish to meet with me prior to departure)

Tuesday 3 – 4 p.m. | Wednesday 2 – 3 p.m. | Thursday 3 – 4 p.m.

And by appointment

Course format While abroad we will have one mandatory meeting for course orientation. At this meeting I will issue each student a flash drive with necessary course material.

The remainder of the class is to be completed online. This is an online, Summer C course (dates: May 8 – August 4). This course requires a laptop with the Adobe Creative Cloud and constant access to WiFi. If you cannot meet these requirements, you should not take this course.

Students should purchase and **DOWNLOAD** the Adobe Creative Cloud **PRIOR** to departure. You should **INSTALL** Photoshop **PRIOR** to departure. You can install the remaining necessary programs once you return from the trip.

Textbook notice You do not need to bring the textbook with you on the trip. I will scan and supply you with the chapters assigned during our travels!

Course overview Visual literacy is a pre-requisite for success in most areas of mass communication. This course will teach you fundamentals of design across print, web and multimedia platforms. You will also learn how visual forms convey messages to readers.

Course objectives This course will teach you to:

- Identify the principles of sound visual design
- Select visual images that communicate effectively
- Demonstrate ethical decision making in your choice of visuals
- Produce stories in graphic and multimedia design
- Identify the purpose, audience and needs for messages created in print, web and video platforms
- Pick content that is relevant to the project purpose
- Identify and use the tools available in the Adobe Creative Suite
- Create effective and attractive messages using appropriate software tools

Required texts *White Space Is Not Your Enemy*, Third Edition (WSINYE)

Additional reading assignments will be posted in Canvas.

Communication Methods for Online Students For general course questions, assignments, and grades, please email the professors.

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Kay Tappan at kaytappan@jou.ufl.edu

Email is the preferred method of communication for this course. For students in Gainesville, it is advisable to attend office hours for technical questions about the software. You can use Canvas mail, but standard email ensures a more immediate reply.

Please do not ask questions in the “comments” section of an assignment. The instructors do not get an individual ping when a comment is left, so we will not know that they are there and so will not respond in a timely manner.

For technical issues with Canvas, please contact E-learning technical support, 352-392-4357 (select option 2) or e-mail to Learningsupport@ufl.edu.

<http://helpdesk.ufl.edu>

For technical help with the Adobe Creative Suite and system requirements:

<http://helpdesk.ufl.edu/software-services/adobe/>

Software requirement You MUST have a laptop computer capable of running the Adobe Creative Cloud suite of software, and you MUST subscribe to, download, and install the Adobe Creative Cloud suite of software before classes begin. If you are not able to fulfill this requirement, then you must drop this course. This policy is in line with the College’s computer/equipment requirement, which can be found here: <http://www.jou.ufl.edu/academics/bachelors/admissions/computerequipment-requirement/>

The Adobe Creative Cloud package is available to UF students at a discount. The cost is \$173.35 for the year. To get started, please visit: <http://helpdesk.ufl.edu/software-services/adobe/>

Using Lynda.com Lynda.com provides tutorials on various software applications. This service is free to UF students. Occasionally, you will be assigned to watch Lynda.com tutorials. This is mandatory; any assigned videos constitute potential test material. To access Lynda.com, visit:

<http://www.it.ufl.edu/training/>

Click on the “Access Lynda” logo to the right. You will be required to enter your UF ID and password and will then reach the Lynda.com homepage.

Appointments Please don’t hesitate to ask to meet. I am on this trip to spend time with you, and I am always happy to meet with students!

Course Professionalism This College is a professional school and professional decorum is expected at all times—even during study abroad. I expect you to adhere to workplace norms of collegial and respectful interaction. That specifically means that you will arrive on time, not speak when another student or the instructor is speaking or use cell phones, lap tops or other electronic devices. I expect that you will welcome and treat with respect the diverse perspectives of your fellow students, as will I. Violations of this expectation may result in students being asked to leave class and a lowering of your grade.

Student Complaint Process Please visit <http://www.distance.ufl.edu/student-complaint-process>

Students with Special Needs Students requesting classroom accommodation must first register with the Dean of Students Office. The Dean of Students Office will provide documentation to the student who must submit a documentation letter to the professor when requesting accommodation. Please notify me at the beginning of the semester if you would like to discuss requests for special provisions.

Course Evaluations Students are expected to provide feedback on the quality of instruction in this course based on 10 criteria. These evaluations are conducted online at <https://evaluations.ufl.edu>.

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Evaluations are typically open during the last two or three weeks of the semester, but students will be given specific times when they are open. Summary results of these assessments are available to students at <https://evaluations.ufl.edu>.

Class Attendance Policy Requirements for class attendance and make-up exams, assignments, and other work in this course are consistent with university policies that can be found in the online catalog at: <https://catalog.ufl.edu/ugrad/current/regulations/info/attendance.aspx>.

Academic Honesty The work you submit for this course must be your own. It must be original for this course. You must never use direct or paraphrased material from any source, including Web sites, without attribution. You may not submit anything that you wrote for another class, or that you wrote as a volunteer or intern. You may not submit anything that was written for any purpose other than the given assignment.

UF students are bound by The Honor Pledge which states, “We, the members of the University of Florida community, pledge to hold ourselves and our peers to the highest standards of honor and integrity by abiding by the Honor Code.

On all work submitted for credit by students at the University of Florida, the following pledge is either required or implied: “On my honor, I have neither given nor received unauthorized aid in doing this assignment.” The Honor Code (<http://www.dso.ufl.edu/sccr/process/student-conduct-honor-code/>) specifies a number of behaviors that are in violation of this code and the possible sanctions.

Furthermore, you are obliged to report any condition that facilitates academic misconduct to appropriate personnel. If you have any questions or concerns, please consult with the instructor of TAs in this class. You can review UF’s academic honesty guidelines in detail at: <http://www.dso.ufl.edu/judicial/procedures/honestybrochure.php>

Any time you complete an assignment for this course you will clearly attribute the source of your information, including information obtained from organizations’ Web sites or internal documents. You cannot copy anything word for word, regardless of the source without putting quotes around it and attributing the source.

Grading No extra credit assignments will be available. All assignments are due on the specified dates. **Any assignment turned in late will be assessed ten penalty points per calendar day.**

Exceptions consistent with UF policies are allowed. Academic honesty is expected on all assignments and exams. Cheating or violations of the academic honor code will not be tolerated.

Grade components Final grades will be rounded up IF above .5 (For example, an 89.5 is an A-; an 89.2 is a B+)

Discussions You should cite lecture and readings in your discussion posts, when applicable. To receive full credit, you must submit thoughtful comments in response to the posts from two other classmates.

Exercises/Assessments The exercises are designed so that students apply concepts learned in lecture and lessons to hands-on projects.

Quizzes Quizzes are based on lectures and readings (unless otherwise noted). The lowest quiz score will be dropped.

Final Project The final project will consist of creating a mood board and style guide for your personal brand. You will then adhere to the style guide when creating a formatted resume in Adobe InDesign and a portfolio website in WordPress

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Grade breakdown

Initial class meeting while abroad (5%)
Discussions (10%)
Quizzes (20%)
Assignments (50%)
Final Project (15%)

Final Letter Grades and %

A	92.5-100%
A-	89.5-92.4%
B+	86.5-89.4%
B	82.5-86.4%
B-	79.5-82.4%
C+	76.5-79.4%
C	72.5-76.4%
C-	69.5-72.4%
D+	66.5-69.4%
D	62.5-66.4%
D-	59.5-62.4%
F	59.4% and below

COURSE CONTENT AND SCHEDULE

MODULE 1: SKILLS FOR SUCCESS AND HOW WE SEE

Lecture(s):

Instructor introduction | How and Why We See

Read/Watch

“I’m Not Your Consumer: How Research Misses the Human Behind the Demographic”

“Why We Love Beautiful Things”

Watch “Microsoft Child of the 90’s” and “Volkswagen Smiles”

Read “Logging on to Lynda”

Quiz(zes)

Take Quiz 1 “How and Why We See”

Due: Thurs, May 18 at 11 p.m.

Assignment:

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Introduce yourself using YouTube and WordPress **Due: Thurs, May 18 at 11 p.m.**

MODULE 2: ALL ABOUT IMAGES

Lecture(s):

Image Size | Image Files | Analyzing Images

Read/Watch

Watch Lynda.com: Photoshop CS6 Essential Training Ch. 9 "Understanding File Formats" AND Exploring Composition in Photography with Taz Tally Ch. 1 "Overview: What makes a successful image?"

Read White Space is Not Your Enemy Ch. 9: "Adding visual appeal"; "Blogger Beware: You CAN Get Sued for Using Photos You Don't Own on Your Blog"; Visual Communication by Paul Martin Lester, Section 4, "The Media Through Which We See"

Watch YouTube videos: LeBron James Nike Ad Banned in China AND God Made a Farmer, 2013 Dodge Super Bowl Commercial

Quiz(zes)

Take Quiz 1 **Due: Thurs, May 25 at 11 p.m.**

Take Quiz 2 **Due: Thurs, May 25 at 11 p.m.**

Assignment(s):

Photoshop Website Header Image exercise **Due: Thurs, May 25 at 11 p.m.**

Photoshop Duotone exercise **Due: Thurs, May 25 at 11 p.m.**

Photoshop Animated GIF exercise **Due: Thurs, June 1 at 11 p.m.**

Discussion Post

Image Analysis **Due: Monday, May 22 at 11 p.m.**

Due: Comments by Tuesday, May 30 at 11 p.m.

MODULE 3: VIDEO FORMATS, FRAMING AND COMPOSITION

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Lecture(s):

Formats and Frame Rates | Field of View and Camera Angles | Composition

Visual Vectors | Adobe Premiere Pro CC Initial Launch and Interface Tour

Adjustments in the timeline and exporting

Read/Watch

View Lynda.com: “Getting to know the Premiere Pro Editing Environment” (all sections)

View Lynda.com: “A quick introduction to the Premiere Pro CC workflow” (all sections)

Quiz(zes)

Quiz 1 “Formats and Frame Rates/Field of View and Camera Angles” **Due: Thurs, June 1 at 11 p.m.**

Quiz 2 “Composition/Visual Vectors” **Due: Thurs, June 8 at 11 p.m.**

Assignment(s):

An Introduction to Premiere Pro **Due: Thurs, June 8 at 11 p.m.**

MODULE 4: EDITING AND CONTINUITY

Lecture(s):

Common types of cutting | Establishing and honoring the mental map

Diving deeper into Premiere Pro | Editing for continuity

Read/Watch

View Lynda.com: Premiere Pro CC Essential Training with Ashley Kennedy CH. 9 Working with Stills and Graphics, “Working with stills in a video environment” AND “Animating stills”

Quiz(zes)

Quiz 1 “Common types of cutting” **Due: Thurs, June 15 at 11 p.m.**

Quiz 2 “The mental map/storyboarding” **Due: Thurs, June 15 at 11 p.m.**

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Assignment(s)

Four clip edit **Due: Thurs, June 15 at 11 p.m.**

Working with still images to create a slide show **Due: Thurs, June 15 at 11 p.m.**

MODULE 5: WORKING WITH AUDIO

Lecture(s):

Audio | Working with Audio in Premiere Pro | Working with Audio in Audition

Read/Watch

View Lynda.com: Premiere Pro CC Essential Training with Ashley Kennedy CH. 13 Working with Titles, “Creating a basic lower-third title”

Quiz(zes)

Take Quiz 1: “Audio” **Due: Thurs, June 29 at 11 p.m.**

Assignment(s):

Interview Plus B-Roll Edit **Due: Thurs, June 29 at 11 p.m.**

MODULE 6: VISUAL ETHICS AND PERSUASION

Lecture(s):

Ethical Approaches to Analyzing Images | Visual Persuasion

Read/Watch

Read Ch. 7 “Advertising in an Image-Based Culture” in Media Ethics: Cases and Moral Reasoning, by Christians, et al.; “I was a teenage mother”; “Images that injure: Pictorial stereotypes in the media”; “Honor journalist James Foley: Don’t watch the video”; “The war photo no one would publish”

Quiz(zes)

Take Quiz 1 **Due: Thurs, June 29 at 11 p.m.**

Take Quiz 2 **Due: Thurs, June 29 at 11 p.m.**

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Assignment(s):

InDesign Booklet Exercise Part I **Due: Thurs, June 29 at 11 p.m.**

Discussion Post

Images and Ethics **Due: Monday, June 26 at 11 p.m.**

Due: Comments by Monday, July 3 at 11 p.m.

MODULE 7: DESIGN ELEMENTS AND LAYOUT

Lecture(s):

Visual Cues | Design Principles and Layout

Read/Watch

Read the following chapters, all from WSINYE: Ch. 1 What is design? ; Ch. 2 Step away from the computer; Ch. 3 I need to design this today; Ch. 4 Layout sins; Ch. 5 Mini art school; Ch. 6 Layout; Ch. 13 Designing for the web

Watch “Word as Image” on YouTube

Quiz(zes)

Take Quiz 1 **Due: Thurs, July 6 at 11 p.m.**

Take Quiz 2 **Due: Thurs, July 6 at 11 p.m.**

Assignment(s):

InDesign Layout exercise **Due: Thurs, July 6 at 11 p.m.**

InDesign Booklet Exercise Part II **Due: Thurs, July 6 at 11 p.m.**

Discussion Post

Logo Analysis **Due: Monday, July 10 at 11 p.m.**

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Due: Comments by Monday, July 17 at 11 p.m.

MODULE 8: COLOR AND PRINTING

Lecture(s):

Color Models | Color Theory | Color Meanings and Uses

Read/Watch

Read WSINYE Ch. 8 Color Basics and WSINYE Ch. 14 Fit to Print; “Court says T-Mobile owns the color magenta”; *Color Design Workbook*

Watch Lynda.com:

Print Production Fundamentals with Claudia McCue Ch. 3 Types of Printing: “Choosing the correct type of printing for your project”

Print Production Fundamentals with Claudia McCue Ch. 4 Ink on Paper: “What’s a process color?”

Quiz(zes)

Take Quiz 1 **Due: Thurs, July 13 at 11 p.m.**

Take Quiz 2 **Due: Thurs, July 13 at 11 p.m.**

Assignment(s):

InDesign Color exercise **Due: Thurs, July 13 at 11 p.m.**

MODULE 9: TYPOGRAPHY

Lecture(s):

Typography 101 | Type Terminology

Read/Watch

Read WSINYE Ch. 7 Type; “How typeface influences the way we read and think”; “Best practices for combining typefaces”; “How to choose a typeface”

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Read “Helvetica Viewing Guide” and watch *Helvetica* (this is a documentary available online)

Quiz(zes)

Take Quiz 1: “Helvetica” **Due: Thurs, July 13 at 11 p.m.**

Take Quiz 2 **Due: Thurs, July 20 at 11 p.m.**

Assignment(s):

Kerning exercise **Due: Thurs, July 20 at 11 p.m.**

Business Card Typeface exercise **Due: Thurs, July 20 at 11 p.m.**

Snapchat Filter exercise **Due: Thurs, July 20 at 11 p.m.**

Discussion Post

Typeface **Due: Monday, July 17 at 11 p.m.**

Due: Comments by Monday, July 24 at 11 p.m.

MODULE 10: BRANDING AND LOGO DESIGN

Lecture(s):

Branding and Logo Design

Read/Watch

Read “How Gap learned a hard lesson in consumer resistance”; White Space is Not Your Enemy Ch. 10: “Infographics”

Watch Lynda.com Print Production Fundamentals Ch.8 “Comparing raster vs. vector images”

View Example Style Guide 1 and Example Style Guide 2

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Quiz(zes)

Take Quiz 1 **Due: Thurs, July 27 at 11 p.m.**

Assignment(s):

Trace a shell in Illustrator **Due: Thurs, July 27 at 11 p.m.**

Drop Flier exercise **Due: Thurs, July 27 at 11 p.m**

Personal Infographic in Canva exercise **Due: Thurs, July 27 at 11 p.m**

FINAL PROJECT

The final project is composed of four parts: all are DUE by Wed, August 2 at 11 p.m.

1. Mood Board | 2. Style Guide | 3. Resume in InDesign | 4. WordPress Portfolio Website