

# VIC5006 Foundations of Design for Communicators

Academic Term: Spring 2023

3 Credit Hours

## Instructor

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## Course Description and Prerequisites

**Course Description:** In this course, students will be introduced to the principles of visual communication design and examine those principles through the lens of Public Interest Communications. Students will experiment with type, image, color, and shape to design visual messages and apply the design method to solve a communication problem. Students will apply the design method through a hands-on approach to weekly projects that build on one another and accumulate to the final project.

**Course Prerequisites / Co-Requisites – N/A**

## Course Expectations

This is a fully online course, and you must log in to Canvas with your Gatorlink username and password to access the materials and assignments. The course is organized into modules with due dates. Unless otherwise specified, each module begins on Monday at 12:00 AM, ET, and ends on Sunday at 11:59 PM, ET.

### Time Commitment & Student Workload Expectations

Expect to spend between 10 to 20 hours per week, per course, watching or attending lectures, reading, working on assignments and projects, and engaging in discussions.

### Expectations for Writing Assignments: Writing Style

To meet the academic rigor and standards of a graduate program, all students are required to use the Publication Manual of the American Psychological Association (APA) 7th Edition style in their courses when appropriate for the assignment. The APA 7th Edition Manual has a plethora of guidelines that includes scholarly writing, publishing principles, elements, and format for your papers, writing style, and grammar, bias-free language guidelines, mechanics of style, in-text citing references, etc. For additional information on notable changes, see changes between APA 6th Edition and APA 7th Edition.

### Expectations for Design Challenges

This course does not require any prior design knowledge. Students should expect to feel challenged by the assignments and allocate the appropriate time to review assignment guidelines and instructions. Students will be required to use pencil and paper, as well as basic design software to make digital compositions. There is no pre-requisite for drawing, however, you will explore how line and shape can be used to communicate a message.

### **Expectations of design tools and materials**

This course does not teach design software, you will be expected to choose the software that best matches your skill level: Adobe Spark, Adobe Sketch, or Adobe Illustrator as all acceptable tools. Allow time to watch tutorials to familiarize yourself with the platform and its capabilities.

### **Class Demeanor**

This course requires students to critically analyze design compositions, such as protest and activist art, to understand the foundational elements of visual communication design. Use the course and module learning objectives as your guide, ensuring you are using the appropriate terminology and critical lens to break down the compositions. Expect to explore subjects from multiple points of view.

### **Attendance Policy**

Requirements for class attendance and make-up exams, assignments, and other work in this course are consistent with university policies. [Click here to read the university attendance policies](#) for information on absences, religious holidays, illness, and the twelve-day rule. Excused absences must be consistent with university policies in the [Graduate Catalog](#) and require appropriate documentation.

### **Late Assignment Policy**

Late assignments will not be accepted unless it is a [University excused absence](#) as stated in the attendance policies. **No late work will be accepted for final projects or work due in the final week of class due to the university grading deadlines.** If potential issues arise concerning submitting the final work, students should contact their instructors before the assignment deadline.

1. Late Assignment Grade Reductions
  - a. 0-24 Hours Late: 10% reduction in grade.
  - b. Over 24 Hours (24 hours and 1 minute) to 7 Calendar Days Late: 20% reduction in grade.
  - c. After the 7<sup>th</sup> Calendar Day: Work will not be accepted.
2. Late Discussions will be accepted with an excused absence.

### **Student Guidelines for Course Challenges**

A student with questions regarding course content such as assignments, assessments, instructional materials, lectures, meetings, course objectives, course module objectives, or other areas of the course, please adhere to the following guidelines: First, *approach the faculty member who is teaching the course* to ask for clarifications regarding the course assignments, assessments, materials, lectures, meetings, etc. Use the instructor's contact information to request an appointment where you can address any concerns and/or questions. If after meeting with *the faculty member teaching the course* you are still not clear on the course assignments, assessments, materials, lectures, meetings, etc., then the next step would be to contact online advising ([onlineadvising@jou.ufl.edu](mailto:onlineadvising@jou.ufl.edu)) for additional guidance.

### **Accessibility/Students with Disabilities Information**

Students with disabilities who experience learning barriers and would like to request academic accommodations should connect with the [Disability Resource Center](#). It is important for students to share their accommodation letters with their instructors and discuss their access needs, as early as possible in the semester.

### **Course Evaluation**

Students are expected to provide professional and respectful feedback on the quality of instruction in this course by completing course evaluations online via GatorEvals. Guidance on how to give feedback professionally and respectfully is available at <https://gatorevals.aa.ufl.edu/students/>. Students will be notified when the evaluation period opens and can complete evaluations through the email, they receive from GatorEvals, in their Canvas course menu under GatorEvals, or

via <https://ufl.bluera.com/ufl/>. Summaries of course evaluation results are available to students at <https://gatorevals.aa.ufl.edu/public-results/>.

## Course-Level Objectives

Upon successful completion of this course, students will be able to:

1. Explain the role of design in communication. (CO: 1)
2. Examine the influence of art in design. (CO: 2)
3. Evaluate a design's visual form. (CO: 3)
4. Analyze design principles. (CO: 4)
5. Create compositions using the Gestalt theory and principles of design. (CO: 5)
6. Examine the relationship of word and image. (CO: 6)
7. Apply typographic elements. (CO: 7)
8. Create hierarchy and narrative to communicate a message. (CO: 8)
9. Apply the design method to solve a communication problem. (CO: 9)
10. Identify the role of a designer in the design industry. (CO: 10)
11. Apply methods of critique to design work. (CO: 11)

(CO = Course-Level Objective)

## Textbooks and Materials

### Required Course Textbook(s)

DiMarco, J. (2010). [Digital design for print and web: An introduction to theory, principles, and techniques](#). *Wiley and Sons*. Available as e-book in UF Libraries (VPN required for access).

- ISBN-10: 0470398361
- ISBN-13: 978-0-470-39836-4

Lankow, J., Ritchie, J., & Crooks, R. (2012). [Infographics: The power of visual storytelling](#). *Wiley and Sons*. Available as e-book in UF Libraries (VPN required for access).

- ISBN-10: 1118314042
- ISBN-13: 978-1118314043

Lupton, E. (2010). [Thinking with Type: A critical guide for designers, writers, editors, and students](#). (Revised, Expanded ed.). *Princeton Architectural Press*.

- ISBN-10: 1568989695
- ISBN-13: 978-1568989693

### Recommended Textbook(s)

This textbook is recommended in all CJC Online classes to support student expectations for writing style.

American Psychological Association. (2020). *Publication manual of the American Psychological Association: The official guide to APA style* (7th ed.).

- ISBN-13: 978-1433832161
- ISBN-10: 143383216X

## Course Reserves

We will be using the UF Libraries online course reserves for some of our learning materials (these items will be noted in the weekly Module). To access this resource in Canvas, look for the Course Reserves tab on the left side navigation. Click on it and wait for the Course Reserves to load, and then look for the needed item. To view it, click “View” on the left side of the entry. You will need to be logged into the VPN to access the Course Reserves or any library materials.

- Burkus, D. (2013). *The Myths of Creativity: The Truth About How Innovative Companies and People Generate Great Ideas* (1st ed.) *Jossey-Bass*.
- Greh, D. (1984) *Art Education in the Third Wave. Art Education*.
- Kimble, J. J., & Olson, L. C. (2006). Visual rhetoric representing Rosie, the Riveter: Myth and misconception in J. Howard Miller’s “We Can Do It!” poster. *Rhetoric & Public Affairs*, 9(4), 533–569.
- Lester, P. M. (2003). How We See: To Sense, To Select, To Perceive. In *Visual communication: Images with message* (3<sup>rd</sup> ed.), 2-6.

**Materials** (Supplies can be obtained from Staples, Michael’s, Walmart)

- Sketch pad with grid paper or blank copy paper to document the process.
- 8.5 x 11 Tracing Paper.
- Black ink pens, sharpie markers, pencils.
- Steel ruler with cork backing (18”).
- Digital Camera (phone camera is acceptable).

## University and Course Grading Policies

### University Honor Code

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 Conduct Code specifies the number of behaviors that violate this code and the possible sanctions. Click here to read the Conduct Code. If you have any questions or concerns, please consult with the instructor in this class.

### Plagiarism

Plagiarism is unacceptable; especially, in academic communities. All academic work must be an original work of your own thought, research, or self-expression. Plagiarism includes, but is not limited to, prohibited collaboration, consultation, and submission of academic work that has been purchased or obtained (see the [UF Policy: Student Conduct Violation](#)). In addition, self-plagiarism is also unacceptable. Self-plagiarism is defined as recycling or reusing one’s own specific words from previously submitted assignments or published texts. Remember that plagiarism is not acceptable in any of your work including all discussion board posts, journal entries, wikis, and other written and oral presentation assignments. It’s important to always cite your sources in your assignments.

### Grading Criterion

Your grade will be calculated based on the following:

### Discussion Boards (10%)

You will be provided with 4 discussion prompts that require you to think critically about the module materials and respond with a substantive and scholarly submission. To encourage discussion amongst the class, reply to at least two other students’ posts with a substantive and scholarly response. A substantive response adds scholarly value to the

discussion by bringing new ideas, research, evidence, etc. to the conversation. Responses should be open-ended and add value to the conversation, short statements such as “I agree,” “Ditto,” etc., are not acceptable replies and the rules of Netiquette must be followed. Replies should be professional and proper rules of writing must be applied including citations and references (do not plagiarize).

### **Visual Journal (20%)**

You will submit 5 journal entries. The purpose of the journal in this course is to practice analyzing visual communication images critically, applying the principles you learn throughout the course to current and historical visual communications to understand why certain compositions are more effective than others. Analyzing various design compositions will help you critically think about the course learning materials and synthesize the information, developing a critical eye for design to make informed decisions. Use proper grammar, word choice, syntax (arrangement of words to create well-formed sentences), and writing mechanics (capitalization, punctuation, and spelling) in your journal as well as proper citing and referencing of all your sources.

### **Design Challenges (35%)**

You will complete 6 design challenges. The design challenges in this course were designed for you to learn by doing, applying the principles in the course to small projects that require you to manipulate graphical elements and think critically about the decisions you make. Each design challenge will have a specific set of guidelines that must be met, showing that you understand the principles. You will be required to complete the design challenge and then present your work and summarize the process and design decisions made. You will prepare talking points to present your final solutions, referencing the principles learned in the materials provided. Depending on the complexity of the design challenge, you will be required to submit sketches first to show how you thought through the design solution, and then finalize 1-3 concepts depending on the feedback you receive.

Design challenges will be evaluated according to three criteria. Conceptual Development, Design Execution, and Craftsmanship. Each design challenge can be revised once for a higher grade if there is a significant improvement to the composition, revisions must be approved by the instructor. Revising your work will help you internalize the information and apply it to the following projects. Each assignment builds on the previous one, so it will be important that you meet deadlines, participate in design critiques, and are open and willing to learn and evolve throughout the course.

### **5-Part Final Project (35%)**

The course will culminate with one final project broken up into 5 modules: Gathering and defining the problem, developing a creative brief, gathering inspiration, developing, and pitching concepts, and presenting the final designs. The purpose of the final project is to guide you to solve a specific community problem using the design method. You will be required to not only present the final outcome of the design method, but you will also have to document the process you took to arrive at the solution by explaining the method of discovery, outlining various possibilities derived through brainstorming, showing design sketches and explorations in typography and composition, and finally executing the final design. Each module builds on the previous one, so it will be important that you meet deadlines, participate in design critiques, and are open and willing to learn and evolve throughout the process.

### **Expectations for Writing Assignments: Writing Style**

To meet the academic rigor and standards of a graduate program, all students are required to use the Publication Manual of the American Psychological Association (APA) 7th Edition style in their courses. The APA 7th Edition Manual has a plethora of guidelines that includes scholarly writing, publishing principles, elements, and format for your papers, writing style and grammar, bias-free language guidelines, mechanics of style, intext citing and references, etc. For additional information on notable changes, see changes between APA 6th Edition and APA 7th Edition.

### Expectations for Design Assignments:

Design is a craft, and the only way to learn how to think critically about design and visual communication is to experience the process. Whether you pursue a career as an individual contributor, direct creative projects, or collaborate in teams to execute visual communication challenges experiencing the art of making is an important part of the process. The expectation for this course is you will willingly participate in the design challenges with curiosity and a willingness to learn about the craft of design, following all the required steps in the assignments is required to arrive at the final solution. Documenting the process of your work will be included in the final grade for the assignment.

The course is structured to adapt to the range of experience you have with design and every assignment has been created with layers of complexity depending on your skill level. This is not a course about software, you will not receive instruction on how to use software, although resources will be provided should you need assistance.

Your grade will be calculated based on the following:

Assignments/Assessments	Weight (%)
<b>Course Orientation:</b> These assignments are required; however, they not count towards the final grade. <ul style="list-style-type: none"><li>• Student Introduction</li><li>• Course Evaluation</li></ul>	0%
<b>4 Discussions</b> <ul style="list-style-type: none"><li>• Worth up to 100 points each.</li></ul>	10%
<b>5 Visual Journal Entries</b> <ul style="list-style-type: none"><li>• Worth up to 100 points each.</li></ul>	20%
<b>6 Design Challenges</b> <ul style="list-style-type: none"><li>• Worth up to 100 points each.</li></ul>	35%
<b>5-Part Final Project</b> <ul style="list-style-type: none"><li>• Worth up to 100 points.</li></ul>	35%
<b>TOTAL</b>	<b>100%</b>

Grade	Percentage
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%
E	0 – 59.4%

The only passing grades for graduate students are A, A-, B+, B, B-, C+, and C. Letter grades of C-, D+, D, D- or E are not considered passing at the graduate level, although the grade points associated with these letter grades are included in grade point average calculations. See the [Graduate Catalog](#) and [UF graduate school grading policy](#) for more information.

### **Student Privacy**

There are federal laws protecting your privacy with regards to grades earned in courses and on individual assignments. For more information, please see the [Notification to Students of FERPA Rights](#).

## Technology Requirements

### **Software Use**

All faculty, staff, and students at the university are required and expected to obey the laws and legal agreements governing software use. Failure to do so can lead to monetary damages and/or criminal penalties for the individual violator. Because such violations are also against university policies and rules, disciplinary action will be taken as appropriate. We, the members of the University of Florida community, pledge to uphold ourselves and our peers to the highest standards of honesty and integrity.

### **Software**

- [Microsoft Office 365](#).
- [UF Apps](#) – access UF software applications from any device from any location, at any time.
- [Adobe Reader](#)
- [Zoom](#)
- [Adobe Illustrator or Spark / Express](#)
- [Adobe Sketch](#)

## Technical Support

If you have technical difficulties with your course, please contact the [UF Computing Help Desk](#) either by filling out an [online request form](#) or by calling 352-392-4357 (HELP).

If your technical difficulties cause you to miss a due date, you must report the problem to the Help Desk and then email your instructor. Include the ticket number that you are given from the Help Desk in an email to the instructor to explain the late assignment/quiz/test.

### **IT Support**

For all Technical assistance questions please contact the UF Computing Help Desk.

Phone: 352-392-HELP (4357)

Email: [helpdesk@ufl.edu](mailto:helpdesk@ufl.edu)

## Communication Policies

### **Student Expectations**

You are responsible for reviewing assignment instructions and expectations one week ahead of the deadlines, contacting the instructor with any course-or-assignment related questions with enough notice for your instructor to formulate a response. 48-hours before an assignment due date is not an appropriate window of time for questions about assignment expectations.

## **Announcements**

You are responsible for reading all announcements posted in the course each time you log in.

## **Email**

You are responsible for reading all your course emails and responding promptly (within 24 hours).

## **Video Conferencing**

You are responsible for attending course video conferencing meetings. If you cannot attend the video conferencing meeting, please advise the instructor and/or your team at least 24 hours in advance (exceptions can be made for legitimate emergencies). You are expected to demonstrate netiquette and etiquette communication expectations during these meetings.

## **Instructor Communications**

### **Email Policy**

Except for weekends, holidays, and University breaks, the instructor will typically respond to emails within 48 hours. For course-related questions please post on the Canvas FAQ discussion board. If you have questions of a personal nature, please email me directly.

### **Assignment Feedback Policy**

I will provide feedback/grades on submitted assignments within two weeks of the due date. Some assignments may require a longer review period, which I will communicate to you, if necessary.

## **Course Policies**

### **Video Recording**

Students are allowed to record video or audio of class lectures. However, the purposes for which these recordings may be used are strictly controlled. The only allowable purposes are (1) for personal educational use, (2) in connection with a complaint to the university, or (3) as evidence in, or preparation for, a criminal or civil proceeding. All other purposes are prohibited. Specifically, students may not publish recorded lectures without the written consent of the instructor.

A “class lecture” is an educational presentation intended to inform or teach enrolled students about a particular subject, including any instructor-led discussions that form part of the presentation, and delivered by any instructor hired or appointed by the University, or by a guest instructor, as part of a University of Florida course. A class lecture does not include lab sessions, student presentations, clinical presentations such as patient history, academic exercises involving solely student participation, assessments (quizzes, tests, exams), field trips, private conversations between students in the class or between a student and the faculty or lecturer during a class session.

Publication without permission of the instructor is prohibited. To “publish” means to share, transmit, circulate, distribute, or provide access to a recording, regardless of format or medium, to another person (or persons), including but not limited to another student within the same class section. Additionally, a recording, or transcript of a recording, is considered published if it is posted on or uploaded to, in whole or in part, any media platform, including but not limited to social media, book, magazine, newspaper, leaflet, or third-party note/tutoring services. A student who publishes a recording without written consent may be subject to a civil cause of action instituted by a person injured by the publication and/or discipline under [UF Regulation 4.040 Student Honor Code and Student Conduct Code](#).

### **Privacy**

If your course includes live synchronous meetings, the class sessions will all be recorded for students in the class to refer to and for enrolled students who are unable to attend live. Students who participate with their camera engaged or utilize a profile image are agreeing to have their video or image recorded. If you are unwilling to consent to have your profile or video image recorded, be sure to keep your camera off and do not use a profile image. Likewise, students who



unmute during class and participate are agreeing to have their voices recorded. If you are not willing to consent to have your voice recorded during class, you will need to keep your mute button activated and communicate exclusively using the "chat" feature, which allows students to type questions and comments live. Please see UF's Information Technology [policies](#) for additional information.

### **Challenging Topics**

In this course, we may cover subjects that may be sensitive and/or challenging. As in all our courses, we do this not to indoctrinate but to instruct, to prepare you to be the most effective and successful media professional or scholar that you can be. We encourage you to understand all concepts presented in class, but we know that what you personally believe is your choice. If you would like to discuss anything regarding this, please feel free to contact me directly.

### **Commitment to Diversity**

The College of Journalism and Communications embraces diversity as a shared responsibility among faculty, staff, and students and strives for tangible expressions of this responsibility. We are committed to fostering a safe, welcoming, and inclusive environment for individuals of all races, genders, nationalities, religions, sexual orientations, identities, and abilities to express their culture and perspectives through the art and science of journalism and communication.

## Academic and Student Resources

### **Academic Resources**

- E-learning Technical Support: Contact the UF Computing Help Desk at 352-392-4357 (HELP) or via e-mail at [helpdesk@ufl.edu](mailto:helpdesk@ufl.edu).
- [Career Connection Center](#): Career assistance and counseling. Reitz Union, Phone: 352-392-1601.
- [Library Support](#): Various ways to receive assistance concerning using the libraries or finding resources. [UF Library Services for Distance Students](#)  
[Ask a Librarian](#) – chat with librarians online.  
CJC Librarian - April Hines, Phone: 352-273-2728, Email: [aprhone@uflib.ufl.edu](mailto:aprhone@uflib.ufl.edu).
- [Writing Studio](#): Provides one-on-one consultations and workshops tailored to specific classes (graduate and undergraduate). 302 Tigert Hall, Phone: 352-846-1138.

### **Health and Wellness**

- *U Matter, We Care*: If you or someone you know is in distress, please contact [umatter@ufl.edu](mailto:umatter@ufl.edu), call 352-294-2273, or visit the website to refer or report a concern, and a team member will reach out to the student in distress.
- *Counseling and Wellness Center*: Visit the [Counseling and Wellness Center](#) website or call 352-392-1575 for information on crisis services as well as non-crisis services.
- Student Health Care Center: Call 352-392-1161 for 24/7 information to help you find the care you need or visit the [Student Health Care Center website](#).

- University Police Department: Visit the [UF Police Department](#) website or call 352-392-1111 (or 9-1-1 for emergencies).
- GatorWell Health Promotion Services: For prevention services focused on optimal well-being, including wellness Coaching for Academic Success, visit the [GatorWell website](#) or call 352-273-4450.

## Course Schedule

Week Number	Topic and Assignments
1	Visual Frameworks, Discussion 1
2	Visual Communication Foundations, Visual Journal 1, Design Challenge 1
3	Design Principles, Visual Journal 2, Design Challenge 2
4	Typography, Visual Journal 3, Design Challenge 3
5	Shaping the Page, Discussion 2, Design Challenge 4
6	Elements of Effective Communication, Visual Journal 4, Design Challenge 5
7 & 8	Storytelling, Final Project Part 1, Discussion 3, Design Challenge 6
9	Creativity, Discussion 4, Visual Journal 5
10	<b>Spring Break</b>
11	Visual Tone, Discussion 5, Final Project Part 2
12	Design Method, Final Project Part 3, Design Critique
13 & 14	Communication Design, Final Project Part 4
15 & 16	Effective Presentations, Final Project Part 5

**The instructor reserves the right to adjust this syllabus, as necessary.**