COVID-19 Protocols and Class Adjustments

Masks (cloth face coverings) must be worn over the nose and mouth at all times in this class and appropriate physical distancing must be observed. Students not wearing a mask and/or not observing appropriate physical distancing will be asked to leave the class. All incidents of not wearing a mask and/or not observing appropriate physical distancing will be reported to the Office of Student Rights and Responsibilities. Students who are reported for multiple infractions of not wearing a mask and/or not observing appropriate physical distancing may be subject to disciplinary actions.


Social Distancing measures should be taken at all times during class. Please avoid close proximity to others and maintain the CDC-recommended 6-feet distance from others. Please wash hands prior to entering the digital lab at the beginning of face-to-face class meetings and after each break. No food or drink is permitted in the studio. Please leave space (open computers) wherever possible and do not share hardware (keyboards, computers, mice, tablets, stylus, flash drives).

Explanation of Hybrid Course Format

This hybrid course will primarily be delivered in a livestream format (Zoom) and with F2F meetings. Tuesdays this semester are designated for F2F meetings (except for our first class meeting on 8/25). Students are expected to be ‘present’ during all course meeting times. If students are unable to attend, or choose not to attend face-to-face meetings, they must attend the livestream class session via Zoom. Attendance and Participation is expected during the class times listed for this course, even if you are attending the class via livestream. In the event that the university reverts to an all-online format, students will be expected to continue being ‘present’ during all online class meetings, which will continue to occur during the scheduled meeting times.
Course Description
Advanced Digital Media will focus on digital drawing and visual communication skills as we pursue the creation of graphic novels. The course will involve using digital drawing hardware like the Wacom tablets as well as software including Adobe Illustrator. Students should have prior knowledge of, and experience with, this hardware and software. Other programs and tablets are acceptable for use in the class with approval. This course is largely self-driven as we focus on individual projects. Each student’s project may have similarities, but there will be an enormous amount of creative freedom as you decide for yourself what to create. I will primarily be a facilitator -- offering feedback on the strength of the project’s visual communication. I will offer suggestions, discuss concepts, and offer strategies.

Course Objectives
- Synthesize and adapt a narrative story to visual form
- Negotiate short and long term deadlines for a semester-long project
- Critically evaluate the clarity and effectiveness of visual communication through the production of a graphic novel
- Collaborate with peers and in a cross-disciplinary approach with creative writers

Course Tools
Access to a computer is expected. Students should have access to Adobe Creative Suite (Illustrator). If you do not, let me know. I believe this has been setup for students who need the software for class. If you have your own tablet/setup that you plan to use, let me know. If you will be using SFA’s tablets and computers, please also let me know. Given the nature of social distancing this semester, we will need to find a solution so that students are able to have enough work time in the digital lab (or through checking out equipment) to complete the project.

Sketchbook
Digital or analog -- a sketchbook is always a good idea (though not required).

Text and Readings:
I will post assigned readings in .pdf format, or a link, on the Brightspace course page. For each assigned reading, students will be expected to have read the assigned material prior to the class meeting when that material is discussed. This will help facilitate more engaging discussions and make better use of livestream class time.

Grading
Participation = 50% of Final Grade
- Includes written responses, discussions, readings, interaction during Zoom session
- These participation assignments will be graded as “complete” or “revise” or “incomplete”.
Complete = The assignment satisfies the criteria given
Revise = The assignment requires re-working and can be re-submitted in a timely fashion
Incomplete = The assignment is not complete, missing, extremely late, lacking effort
Individual Project, Graphic Novel = 50% of Final Grade
- Adapt your own narrative to a graphic novel form OR collaborate with a writer, using their narrative to create a graphic novel.
- Complete all scheduled work by the respective deadlines. These stages will include: planning, outlining, sketching, brainstorming, color, line, sequencing, etc.
- The final graphic novel should exist in a shareable .pdf format in both a hi-res and lo-res versions
- Individual Projects may vary depending on scope and ambition. All projects must be discussed with the instructor throughout the process.

Class Attendance:
Attendance via Zoom is required during the scheduled class meeting times unless otherwise stated. Please arrive on time to the livestream Zoom meetings.
4 absences will result in a 1 full letter grade deduction on your Final Grade
5 absences will result in a 2 full letter grade deduction on your Final Grade
6+ absences will result in an F for this course

Class Expectations
Participation in discussion and activities is expected.
Please complete assigned readings and written responses prior to class discussions.

Academic Integrity (A-9.1)
Academic integrity is a responsibility of all university faculty and students. Faculty members promote academic integrity in multiple ways including instruction on the components of academic honesty, as well as abiding by university policy on penalties for cheating and plagiarism.
Definition of Academic Dishonesty
Academic dishonesty includes both cheating and plagiarism. Cheating includes but is not limited to (1) using or attempting to use unauthorized materials to aid in achieving a better grade on a component of a class; (2) the falsification or invention of any information, including citations, on an assigned exercise; and/or (3) helping or attempting to help another in an act of cheating or plagiarism. Plagiarism is presenting the words or ideas of another person as if they were your own. Examples of plagiarism are (1) submitting an assignment as if it were one's own work when, in fact, it is at least partly the work of another; (2) submitting a work that has been purchased or otherwise obtained from an Internet source or another source; and (3) incorporating the words or ideas of an author into one's paper without giving the author due credit.
Please read the complete policy at http://www.sfasu.edu/policies/academic_integrity.asp

Withheld Grades Semester Grades Policy (A-54)
Ordinarily, at the discretion of the instructor of record and with the approval of the academic chair/director, a grade of WH will be assigned only if the student cannot complete the
coursework because of unavoidable circumstances. Students must complete the work within one calendar year from the end of the semester in which they receive a WH, or the grade automatically becomes an F. If students register for the same course in future terms the WH will automatically become an F and will be counted as a repeated course for the purpose of computing the grade point average.

**Students with Disabilities**
To obtain disability related accommodations, alternate formats and/or auxiliary aids, students with disabilities must contact the Office of Disability Services (ODS), Human Services Building, and Room 325, 468-3004 / 468-1004 (TDD) as early as possible in the semester. Once verified, ODS will notify the course instructor and outline the accommodation and/or auxiliary aids to be provided. Failure to request services in a timely manner may delay your accommodations. For additional information, go to [http://www.sfasu.edu/disabilityservices/](http://www.sfasu.edu/disabilityservices/).

**Student Code of Conduct: Policy 10.4**
Classroom behavior should not interfere with the instructor’s ability to conduct the class or the ability of other students to learn from the instructional program. Unacceptable or disruptive behavior will not be tolerated. Students who disrupt the learning environment may be asked to leave class and may be subject to judicial, academic or other penalties. This policy applies to all instructional forums, including electronic, classroom, labs, discussion groups, field trips, etc. The instructor shall have full discretion over what behavior is appropriate/inappropriate in the classroom. Students who do not attend class regularly or who perform poorly on class projects/exams may be referred to the iCare: Early Alert Program at SFA. Information regarding the iCare program is found at [https://www.sfasu.edu/judicial/earlyalert.asp](https://www.sfasu.edu/judicial/earlyalert.asp) or call the office at 936-468-2703.

**Course Calendar** *Calendar may be adjusted throughout the semester at the discretion of the instructor.*

**Week 1:** Introductions, Zoom Troubleshooting, Room usage, hardware, software, schedule

**Week 2:** Graphic novel research, styles, themes

**Week 3:** Narratives

**Week 4:** Aligning narratives with visual theme

**Week 5:** Planning/ Character development

**Week 6:** Scenes / Layout

**Week 7:** Work days
Week 8: Work days

Week 9: Feedback days

Week 10: Feedback days / work days

Week 11: Work days

Week 12: Work days

Week 13: Feedback days / work days

Week 14: Thanksgiving Break

Week 15: Work days

Week 16: Exam Week - Graphic Novels Due