



Course Title:	Design I		
Course Prefix:	ARTS	Course No.:	1113
		Section No.:	P02
School of Architecture	Department: Architecture <input type="checkbox"/> Construction Science <input type="checkbox"/> Art <input checked="" type="checkbox"/> Digital Media Art <input type="checkbox"/> Community Development <input type="checkbox"/>		
Course Location:	Nathelyne Archie Kennedy Building, Room 305		
Class Meeting Days & Times:	Tuesdays & Thursdays; 11:00 AM-1:50 PM		
Catalog Description:	Credit 3 semester hours. Study of the elements and concepts of two-dimensional design.		
Prerequisites:	N/A		
Co-requisites:	N/A		
Mode of Instruction:	<input checked="" type="checkbox"/> Face-to-face <input type="checkbox"/> On-line <input type="checkbox"/> Hybrid		
Instructor:	Renée N. Smith, Assistant Professor of Practice		
Office Location:	School of Architecture, Prairie View A&M University, Room 207		
Office Telephone:	(936) 261-9814		
Fax:	(936) 261-9826		
Email Address:	rsmith@pvamu.edu		
U.S. Postal Service Address:	Prairie View A&M University P.O. Box 519 Mail Stop 2100 Prairie View, TX 77446		
Office Hours:	M 11:00am – 2:00pm T 3:30pm – 5:00pm W 11:00am – 2:00pm R 3:30pm – 5:00pm Students are advised to make appointments with the professor ahead of time and be specific with the subject matter to be discussed. Students must be prepared for their appointment by bringing all applicable materials and information to the meeting.		
Virtual Office Hours:	N/A		
Required Text:	Graphic Design: The New Basics Ellen Lupton and Jennifer Cole Phillips; Publisher: Princeton Architectural Press, New York and Maryland Institute College of Art, Baltimore. ISBN: 978-1-56898-702-6. A link to an eBook has been uploaded to eCourses.		
Optional Text:	N/A		

Recommended Text/Readings:	<p>Introduction to Two-Dimensional Design, Bowers, John</p> <p>Principles of Form and Dimensional Design, Wong, Wucius Journals/Magazines</p> <p>Communication Arts, Émigré, Graphis, How, ID, Print, and any art and culture magazines</p>
Learning Resources	<p>PVAMU Library: Telephone: (936) 261-1500; web: http://www.tamu.edu/pvamu/library/ Use the Reference Desk at the library where the staff is eager to guide your research. They can orient you to hard copies and on-line resources.</p>
	<p>University Bookstore: Telephone: (936) 261-1990 web: https://www.bkstr.com/Home/10001-10734-1?demoKey=d</p> <p>The Writing Center Telephone: (936) 261-3700 The Writing Center's goal is to provide a friendly, stress-free environment for students from all over campus to meet with a consultant and talk about writing of all types. They provide a responsive audience and advice from experienced writers in sessions generally lasting thirty to forty-five minutes. Sessions of this length offer time to work individually with students on any aspect of the writing process: from brain storming and drafting, to revising and proofreading. They will explore ways to improve a student's overall writing skills. They do NOT proofread or edit for students, but instead teach proofreading and editing techniques. Their goal is to: make a better writer for the long term.</p> <p>Student Academic Success Center Telephone: (936) 261-1040 Student Academic Success Center identifies academic and social roadblocks that interfere with persistence and timely graduation of PVAMU students. SASC informs campus-wide policies by staying current with retention literature and best practices. Further, SASC develops programs and services that are specifically aimed at continuing the academic success of the first year. We strive to provide PVAMU students with <i>"Navigation to Graduation"</i>.</p> <p>The Tutoring Center John B. Coleman Library in Room 209 Telephone: (936) 261-1561 Hours: Monday through Thursday 12 pm to 9 pm and Friday from 8 am to 5 pm. Email: AEtutoring@pvamu.edu Open to all undergraduate students enrolled for credit in targeted PVAMU courses. offers help for:</p> <ul style="list-style-type: none"> ✦ Microeconomics, Macroeconomics ✦ Management Information Systems ✦ History, Government ✦ Statistics, Basics – Calculus II ✦ Psychology, Sociology ✦ English (Basics – Freshman Comp II), Speech ✦ Spanish I&II ✦ Biology (Pre-Med, Pre-Nursing) ✦ Chemistry (Bio & Nursing Majors) ✦ Physics ✦ Materials & Science
Course Goals and Overview:	
	<p>Designers will use type, image, and symbols to communicate ideas. In addition, these compositions will be guided by principles of design as well as concept development. The goal of this course is to introduce the basics of design: form, composition, and problem solving. You will be given problems, which will require research and intense ideation process to reach the most appropriate solution. Do not be afraid to experiment and challenge your creativity. Design as a process requires curiosity, passion, and discipline.</p>

Course Outcomes/Learning Objectives

At the end of this course, the students will:

	Practice effective methods of image-making and design composition
	Understand the creative process and apply it to problem solving
	3 Research and explore ideas and concepts and how they communicate
	4 Become proficient with basic design media, tools, and techniques
	Develop a basis for evaluating the work of others by understanding vocabulary of design
	Produce a portfolio of 2-D works focusing on the methods and techniques listed above

Course Requirements & Evaluation Methods

This course will utilize the following instruments to determine student grades and proficiency of the learning outcomes for the course.

Assignments/Papers/Exercises: Written assignments designed to supplement and reinforce course material, this includes your Design Notebook/Journal.

Projects: Assignments designed to measure ability to apply presented course material. Each project will be graded on the following criteria: Project Requirements, Sketch Process/Creativity, Message/Center of Interest, Execution/Technique, and Deadlines.

Participation: Participation in class discussions and critiques. This grade will be imbedded into the project grades.

Attendance: See attendance policy for complete calculations of grades.

Grading Matrix

Instrument	Value (points or percentages)	Total
Attendance/Assignments/Papers/Exercises	10%	
Projects	50%	
Final Portfolio	40%	
Total:	100%	100
Grade Determination:	A = 90-100 points B = 80–89 points C = 70–79 points D = 60–69 points; F = 59 points or below	

Supplies

These are items that you will use throughout your tenure here. Please purchase and maintain these items for use in studio courses. The faculty will not loan out or purchase materials for you. It is imperative for you to be prepared for studio with these materials. Visit your local craft and hobby stores. Many of these places will offer coupons that will greatly reduce your costs. Check local newspapers as well as store websites for coupons. Supplies will be found in the art and hobby sections of the stores. A preset list is available on DickBlick.com:

<http://www.dickblick.com/lists/blicku/H3D2FDLK3PMUM/publicview/>

- A roll of tracing paper (18" wide, 20- or 50-yd roll)
- #1 Xacto knife with a box of No. 11 blades
- Set of black fine tip pens (Sharpie, Micron, Prismacolor, Artline, or Copic)
- Sketch book 11"x14"
- Bristol Board Pad 14x17"
- Letramax or similar brand black display board
- Scotch Super 77 spray adhesive
- 24" T-square
- 24-36" ruler with foam or corked backing
- Assorted drawing pencils as needed
- USB Flash drive or portable external hard drive
- Various art materials as needed per studio
- Self-healing cutting mat

Course Procedures

Taskstream	Taskstream is a tool that Prairie View A&M University uses for assessment purposes. One of your assignments may be considered an "artifact," an item of coursework that serves as evidence that course objectives are met. More information will be provided during the semester, but for general information, you can visit Taskstream via the link in eCourses.
University Attendance Policy:	Prairie View A&M University requires regular class attendance. Excessive absences will result in lowered grades. Excessive absenteeism, whether excused or unexcused, may result in a student's course grade being reduced or assignment of a grade of "F." Absences are accumulated beginning with the first day of class.










Instructor's Attendance and Participation Policy	<p>If you are absent, it is your responsibility to know what you have missed BEFORE you attend the next class session. Check eCourses and project sheets for all updates.</p> <p>Your attendance and participation are expected and required. This is a studio class designed to be an interactive and collaborative environment that encourages students to create works as well as discuss design. If you are absent or do not participate then you are not an asset to the learning environment and you cannot successfully progress in the coursework. Attendance during lectures, demonstrations, and studio time is critical to passing the course.</p> <p>Absences More than 4 absences by a student during the semester will result in a reduction of student's final semester grade by one letter. 8 or more absences will result in course failure.</p> <p>Tardies A student is marked as tardy if he/she arrives after the roll has been called. Early departures from class will be marked as an absence. A student arriving more than thirty minutes after the start time of the class will be marked absent. 3 tardies will be equal to 1 absence. If you are tardy, it is your responsibility to let your instructor know you are present.</p>
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<p>Personal Conduct</p>	<p>Students who are absent for University Business must notify the professor BEFORE they leave. In addition, you must provide a copy of an official University Excuse letter. If for whatever reason, you are unable attend class, it is your responsibility to know what you have missed. Check Connect Art and eCourses for any assignment updates BEFORE you attend the next class period. Students and faculty are expected to conduct themselves in ways that support individual learning and the learning of others. To that end members of the classroom community will conduct themselves in a professional and ethical manner to achieve these objectives. Any conduct construed to interfere with the learning opportunities of members of the class may result in the removal of the student from the class for that day. Repeated inappropriate conduct will result in permanent removal from the class. You are expected to adhere to the following specific guidelines:</p> <ol style="list-style-type: none"> 1. During regular class periods all students are expected to dress appropriately in accordance with university regulations so that no disruptions in the learning experience will occur. 2. Dress Code for Presentations: Although there is no formal dress code for the university, you must dress accordingly for all formal presentations in this class (Final Portfolio Presentation). The dress code for that day is business casual: <p>Men: Khaki or dark pants, neatly pressed. No cargo pants or patterned pants are allowed. Pressed long-sleeved, buttoned solid shirt. Polo style shirts, unwrinkled, are appropriate as well. Shirt must be tucked into the pants. If possible, wear leather belt and leather shoes. Athletic shoes and rubber-soled shoes are inappropriate. Hair and facial hair should be neat and presentable. You must wear dress socks!</p> <p>Women: Dark skirt or pants. Khaki pants are acceptable. No cargo pants. Skirt should fall 2 inches above the knee or lower. Buttoned solid shirt. Sweaters are appropriate. Miniskirts and cleavage are inappropriate. Shoes should be dark in color. Height of the heel should not exceed 2.5 to 3 inches. Stilettos are inappropriate. Jewelry should be minimal and not overwhelming: no large earrings, necklaces, and bracelets. Hair must be neat and presentable and make-up should not be dramatic.</p> 3. No food or drink is allowed in the classroom at any time. 4. Cellular telephones are to be turned off or put on silent ring tone during the class period. Texting is strictly prohibited during the class period. No “ear phone” units will be allowed. If your cell phone rings during the lecture or you are texting you are subject to losing points on the next assignment that is due. Cell phone use is only permitted at the direction of the professor. 5. Laptops must emit no noise. Make sure your laptop is warmed up and your battery charged before class starts. A laptop is allowed only for taking notes or accessing relevant course material during the class. Checking email, playing a game, messaging and other
	<p>non-class related activities are not allowed at any time. Any person caught using laptops for non-class related activities will be subject to losing points on the next assignment that is due.</p> <ol style="list-style-type: none"> 6. Harassment of your fellow students of any kind will not be tolerated










	No children, friends, family members or guests are allowed in the class without prior approval.
Conduct of the Class and Care of the Facility	<p>Please note the following rules for the conduct of the class.</p> <ol style="list-style-type: none"> 1. Class will begin at the appointed time. 2. Class is dismissed when so indicated by the instructor. Students are expected to be on time and stay throughout the entire class period. Leaving the classroom before the class is dismissed without prior approval from the instructor will result in an absence for that day. 3. All class members are required to keep the classroom in a clean and orderly manner to facilitate the number of students using it each day. 4. Handouts and Courses Resources will be posted to eCourses. It is your responsibility to download and print.
Submission of Assignments:	<p>All assignments will be posted on eCourses. All work is to be turned in BEFORE or on the due date during class. Be mindful of all due dates. You will not be reminded when work is due. NO LATE WORK WILL BE ACCEPTED. Do not beg for extra credit particularly at the end of the semester because none will be assigned.</p> <p>It is your responsibility to make sure that you can log onto eCourses. No exceptions will be made for those who do not attend to this matter. If you are having trouble with eCourses, call IT, 936-261-2525 and get it resolved quickly.</p>
Formatting Documents:	<p>There may be times where you will need to upload files to eCourses. Microsoft Word is the standard word processing tool used at PVAMU. If you're using other word processors, be sure to use the "save as" tool and save the document in either Rich-Text or plain text format. THE ONLY FILE FORMATS THAT WILL BE ACCEPTED ARE: Microsoft Word (.doc or .docx), Text files (.txt or .rtf), PDFs, PowerPoint (when required) and .jpg/.png files. Any file not submitted in those formats with the correct file name WILL NOT BE GRADED.</p> <p>All file names must include your last name, underscore, first initial, underscore and title of the assignment. For example, for the first assignment: Moore_T_texture.doc. ANY FILE NOT SAVED IN THE CORRECT MANNER WILL NOT BE GRADED.</p>
Exam Policy:	Exams should be taken as scheduled. No makeup examinations will be allowed except under documented emergencies (See Student Handbook). There is no make-up for the final.
University Rules and Procedures	
Disability Statement (See Student Handbook):	Students with disabilities, including learning disabilities, who wish to request accommodations in class should register with the Services for Students with Disabilities (SSD) early in the semester so that appropriate arrangements may be made. In accordance with federal laws, a student requesting special accommodations must provide documentation of their disability to the SSD coordinator. Students should also inform the instructor of their need for accommodations immediately at the outset of the course so that a solution designed to being successful in class can be produced.
Academic Misconduct (See Student Handbook):	You are expected to practice academic honesty in every aspect of this course and all other courses. Make sure you are familiar with your Student Handbook, especially the section on academic misconduct. Students who engage in academic misconduct are subject to university disciplinary procedures.








Forms of Academic Dishonesty:	<ol style="list-style-type: none"> 1. Cheating: deception in which a student misrepresents that he/she has mastered information on an academic exercise that he/she has not mastered; giving or receiving aid unauthorized by the instructor on assignments or examinations. 2. Academic misconduct: tampering with grades or taking part in obtaining or distributing any part of a scheduled test. 3. Fabrication: use of invented information or falsified research. 4. Plagiarism: unacknowledged quotation and/or paraphrase of someone else's words, ideas, or data as one's own in work submitted for credit. Failure to identify information or essays from the Internet and submitting them as one's own work also constitutes plagiarism.
Nonacademic	The university respects the rights of instructors to teach and students to learn. Maintenance of these rights requires campus conditions that do not impede their exercise. Campus behavior that interferes
Misconduct (See Student Handbook)	with either: (1) the instructor's ability to conduct the class; (2) the inability of other students to profit from the instructional program, or (3) campus behavior that interferes with the rights of others will not be tolerated. An individual engaging in such disruptive behavior may be subject to disciplinary action. Such incidents will be adjudicated by the Dean of Students under nonacademic procedures.
Sexual misconduct (See Student Handbook):	Sexual harassment of students and employers at Prairie View A&M University is unacceptable and will not be tolerated. Any member of the university community violating this policy will be subject to disciplinary action.
Student Academic Appeals Process	Authority and responsibility for assigning grades to students rests with the faculty. However, in those instances where students believe that miscommunication, errors, or unfairness of any kind may have adversely affected the instructor's assessment of their academic performance, the student has a right to appeal by the procedure listed in the Undergraduate Catalog and by doing so within thirty days of receiving the grade or experiencing any other problematic academic event that prompted the complaint.
Technical Considerations for Online and Web-Assist Courses	
Minimum Hardware and Software Requirements	<p>Pentium with Windows XP or PowerMac with OS 9</p> <ul style="list-style-type: none"> -56K modem or network access -Internet provider with SLIP or PPP -8X or greater CD-ROM -64MB RAM -Hard drive with 40MB available space -15" monitor, 800x600, color or 16 bit -Sound card w/speakers -Microphone and recording software -Keyboard & mouse -Netscape Communicator ver. 4.61 or Microsoft Internet Explorer ver. 5.0 /plug-ins <p>-Participants should have a basic proficiency of the following computer skills:</p> <ul style="list-style-type: none"> ·Sending and receiving email ·A working knowledge of the Internet ·Proficiency in Microsoft Word ·Proficiency in the Acrobat PDF Reader ·Basic knowledge of Windows or Mac O.S.
Netiquette (online etiquette):	Students are expected to participate in all discussions and virtual classroom chats when directed to do so. Students are to be respectful and courteous to others in the discussions. Foul or abusive language will not be tolerated. When referring to information from books, websites or articles, please use APA standards to reference sources.
Technical Support:	Students should call the Prairie View A&M University Helpdesk at 936-261-2525 for technical issues with accessing your online course. The helpdesk is available 24 hours a day/7 days a week. For other technical questions regarding your online course, call the Office of Distance Learning at 936261-3290 or 936-261-3282

Communication Expectations and Standards:	All emails or discussion postings will receive a response from the instructor, usually within 48 hours. Urgent emails should be marked as such. Check regularly for responses. You can send email anytime that is convenient to you, but the instructors will check their email messages continuously during the day throughout the work-week (Monday through Friday) during normal office hours. Instructors should respond to email messages during the work-week by the close of business (5:00 pm) on the day following <u>their receipt</u> of them. Emails received on Friday will be responded to by the close of business on the following Monday.
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COURSE OUTLINE: EVENT AND LECTURE SCHEDULE			
This schedule is subject to change as the semester proceeds in order to cover the most important material in the time allotted. Any revisions will be duly noted and announced in class. All referenced readings are taken from the required text.			
	Registration/Assembly Dates		Dates exam scores will be posted
	Key Dates		Holidays
	Graduation Applications		Guest lectures
	Dates for Exams		Project Team Workshop
16 WEEK CALENDAR <i>Insert general topics and assignments.</i> 			
Week One: Topic August 28-30, 2019			
Chapter (s):			
Assignment (s):			
University Events: 	August 28-30, 2019	LATE REGISTRATION/ADD-DROP COURSE PERIOD	
	August 26-September 3, 2019	Attendance Reporting Period (NS/SH) Students who do not attend class during this period will have their courses removed and financial aid reduced or cancelled	
	August 29, 2019 [Thursday]	Preparing Productive Panthers “P3” Event and 4th Annual Job Fair 10:00 am-2:00 pm; Willie A. Tempton Memorial Center–Grand Ballroom, 2 nd Floor), Workshops: <ul style="list-style-type: none"> • Resume Workshop • Elevator Pitch w/ a twist • Social-Media Burst (Reviewing Social Media) • Professional Headshots • Dress for Success 	
	August 30, 2019 [Friday]	Final Day to Register without late fee	
Week Two: Topic September 2-6, 2019			
Chapter (s):			

Assignment (s):		
University Events: 	September 2, 2019 [Monday]	 1 LABOR DAY (University Closed)
	September 4, 2019 [Wednesday]	GENERAL STUDENT ASSEMBLY: All students to attend. <i>(TO BE CONFIRMED; Time to be announced.)</i>
Week Three: Topic September 9-13 2019		
Chapter (s):		
Assignment (s):		
University Events:		
	September 11, 2019 [Wednesday]	CENSUS DATE (12TH CLASS DAY): COURSE RESERVATIONS CANCELLED FOR NON-PAYMENT.
		LAST DAY TO WITHDRAW FROM COURSE WITHOUT ACADEMIC RECORD. (Note: A Financial Record will still exist)
		LATE DEADLINE FOR GRADUATING UNDERGRADUATES TO SUBMIT APPLICATION FOR TUITION REBATE
September 12, 2019 [Thursday]	NOTE! WITHDRAWAL FROM COURSES "WITH ACADEMIC RECORD" (W) BEGINS. END ON NOVEMBER 1, 2019.	
Week Four: Topic September 16-20, 2019		
Chapter (s):		
Assignment (s):		
University Events: 	September 18, 2019 [Wednesday]	 SOA Construction Science Career Fair: 9:00 AM- 3:00 PM held in the Kennedy Architecture Building & Fabrication Center
Week Five: Topic September 23-27, 2019		
Chapter (s):		
Assignment (s):		
University Events: 	September 25, 2017 [Monday]	NOTE! 20 TH CLASS DAY
Week Six: Topic September 30-October 4, 2019		
Chapter (s):		
Assignment (s):		
University Events: 		
Week Seven: Topic October 7-11, 2019		
Chapter (s):		
Assignment (s):		

University Events: 	
Week Eight: Topic October 14-18, 2019	
Chapter (s):	
Assignment (s):	
University Events: 	
Mid-Term Exam 	October 17-19, 2019
Week Nine: Topic October 21-25, 2019	
Chapter (s):	
Assignment (s):	
University Events: 	October 22, 2019 [Tuesday]  MID-TERM EXAM GRADES DUE
Week Ten: Topic October 28-November 1, 2019	
Chapter (s):	
Assignment (s):	
University Events: 	October 31, 2019 [Thursday] Final Date to Apply for Fall 2019 Graduation (ceremony participation) November 1, 2019 [Friday] Application for Graduation-Degree Conferral only for Fall 2019 Graduation Begins (no ceremony participation or name listed in the program) Final Day to Withdraw from Course(s) with Academic Record ("W")
Week Eleven: Topic November 4-8, 2019	
Chapter (s):	
Assignment (s):	
University Events: 	
Week Twelve: Topic November 11-15, 2019	
Chapter (s):	
Assignment (s):	
University Events: 	November 11, 2019 [Tuesday] NOTE! Priority Registration for continuing students for Spring and Summer semesters
Week Thirteen: Topic November 18-22, 2019	
Chapter (s):	
Assignment (s):	
University Events: 	
Week Fourteen: Topic	

November 25-29, 2019		
Chapter (s):		
Assignment (s):		
University Events:  	November 28-29, 2019 [Thursday-Saturday]	NOTE! THANKSGIVING DAY (UNIVERSITY CLOSED) Instructors are to begin restoring studios and lecture rooms to original condition prior to giving Exam #3, Final Exam or conducting final project reviews/presentations.
Week Fifteen Topic		
December 2-8, 2019		
Chapter (s):		
Assignment (s):		
University Events: 	December 2-3, 2019 Course Review Days	Classes must convene and instructors will prepare students for final exams. Last day of class for Fall Semester 2019 is DECEMBER 3rd! Final Day to Submit Application for Tuition Rebate for Fall Graduation 2019 (Undergraduate Candidates)
	December 3, 2019 [Tuesday]	Final Day to Apply for Degree Conferral only for Fall 2019 Graduation (no ceremony participation or name listed in the program) Final Day to Withdraw from the University (from all courses) for the Fall 2019 16-week
Week Sixteen		
	December 4-10, 2019 [Wednesday-Tuesday]	FINAL EXAMINATION PERIOD
	December 12, 2019 [Thursday]	FINAL GRADES DUE FOR GRADUATION CANDIDATES (12:00 p.m.) – Fall 2019 16-week session
	December 14, 2019 [Saturday]	COMMENCEMENT
	December 17, 2019 [Tuesday]	FINAL GRADES DUE FOR ALL STUDENTS

In order to assure that you have read over this entire document you are required to sign the Statement of Agreement on the final page of the syllabus and return it at the start of second class period. This will be our contract that you have read over the entire syllabus and that you understand what is expected of you in this class.

STATEMENT OF AGREEMENT

I have read the Course Syllabus for **ARTS 1113** for the Fall Semester 2019, including the Class Lecture and Event Schedule, and agree to abide by the conditions for the class as spelled out in this document. My signature indicates my personal commitment to meeting the course objectives and succeeding in this educational endeavor.

Signature-Student

Student name (Please print neatly)

Student ID #

Date

Signature-Instructor

Instructors name

Date

RETURN THIS PAGE FROM THE SYLLABUS TO THE INSTRUCTOR TO COMPLETE YOUR ENROLLMENT IN THIS COURSE.

RECEIVED WITH STUDENT'S SIGNATURE: _____

ENTERED INTO GRADE BOOK: _____
