

***This is a SouthArk Master Syllabus. The course syllabus distributed by the instructor may include additional requirements, must be followed by the student in the given term, and is considered to supersede the Master Syllabus.***

**Course Number**

CSCI 1923

**Course Title**

Introduction to Adobe Photoshop

**Course Description**

Prerequisite: Pass BSTD 0613 with a grade of “C” or higher or make an appropriate score on the placement test. Students will be introduced to the fundamental and intermediate aspects of Adobe Photoshop. From a post-production perspective, students will learn how to take an existing photographic image and produce a final quality image through manipulation and editing.

**College Mission**

South Arkansas Community College promotes excellence in learning, teaching, and service; provides lifelong educational opportunities; and serves as a cultural, intellectual, and economic resource for the community.

**College Wide Student Learner Outcomes**

Critical Thinking                      Responsibility                      Communication

**ACTS Course**                       **Program Course**                       Computer Information Technology

**ACTS Outcomes**

**Program Outcomes**

- PO1 Troubleshooting: Identify and resolve technical issues using appropriate technologies or analytical tools.
- PO2 Business communications: Demonstrate communications skills in a business environment.
- PO3 Hardware/Software Skills: Demonstrate proficiency as defined by the CIT department, in recognized industry software or hardware.
- PO4 Business Ethics: Identify situations that present ethical dilemma inherent in information technology.

**Course Learner Outcomes**

CLO #	Course Learner Outcomes (CLO)	Unit Outcomes/ Competencies	ACTS Outcomes	Program Outcomes	Critical Thinking	Communication	Responsibility	Assessment
CLO 1	Differentiate between graphic file formats.	U1LO		PO3				Final Project
CLO 2	Compose documents using selections, image manipulation, layers, or blending modes.	U5LO		PO3				Final Project
CLO 3	Combine text and typography, color, and basic layout to produce professional images.	U2LO, U4LO, U6LO		PO3	CT5	C3		Final Project
CLO 4	Comply with copyright/appropriate use guidelines/Creative Commons.	U3LO		PO4			R3	Final Project

## **Unit Outcomes/ Competencies/ Objectives**

### **Chapter 1 - U1LO:**

1. Start Photoshop and customize the Photoshop workspace
2. Open a photo
3. Identify parts of the Photoshop workspace
4. Explain file types
5. View a photo using the Zoom Tool, Navigator panel, and the Hand Tool
6. Display rulers
7. Crop a photo using the rule of thirds overlay
8. Save a photo for both print and the Web
9. Create a border
10. Open a recent file
11. Resize a photo
12. Insert text and stroke
13. Print a photo
14. Access Photoshop Help
15. Close a file and quit Photoshop

### **Chapter 2 - U2LO:**

1. Explain the terms layout, perspective, and storyboard
2. Describe selection tools
3. Select objects using the marquee tools
4. Move and duplicate selections
5. Use the History panel
6. Use the Grow command and Refine Edges to adjust selections
7. Employ the lasso tools
8. Subtract areas from selections
9. Use grids, guides, and snapping
10. Select objects using the Quick Selection and Magic Wand tools
11. Print to a PDF file
12. Use, create, and test new keyboard shortcuts

### **Chapter 3 - U3LO:**

1. Use the Layers panel and change options
2. Create a layer via cut
3. Rename layers and set identification colors
4. Hide, view, and rearrange layers
5. Arrange and consolidate document windows
6. Create a new layer from another image or selection
7. Transform selections and layers
8. Use the Eraser, Magic Eraser, and Background Eraser tools
9. Create layer masks
10. Make level adjustments and opacity changes
11. Apply adjustments using the Adjustments panel
12. Add a layer style
13. Use the Clone Stamp tool
14. Flatten a composite image
15. Examine image copyrights and Creative Commons

### **Chapter 4 - U4LO:**

1. Create a Photoshop document from scratch using the Painting workspace
2. Adjust the hardness and diameter settings of brushes
3. Differentiate between color modes
4. Apply gradients using the Gradient Tool
5. Create smart objects
6. Select colors using the Swatches panel
7. Paint and draw using Photoshop brushes
8. Load new custom shapes
9. Use a Color Picker dialog box

10. Differentiate among the shape tools, modes, and settings
11. Create a custom shape
12. Sample colors with the Eyedropper Tool
13. Create and use a character style

#### Chapter 5 - U5LO:

1. Discuss technical tips for digital cameras and scanners
2. Repair documents with aging damage
3. Make curve corrections
4. Employ Content-Aware technology
5. Use new layers for editing and viewing corrections
6. Fix red-eye
7. Create a vignette
8. Correct damage using the healing tools
9. Use the Dodge, Burn, and Sponge Tools
10. Remove or correct angle and perspective distortions
11. Apply blending modes
12. Enhance a photo using the Blur, Sharpen, and Smudge Tools

#### Chapter 6 - U6LO:

1. Adjust the Color panel
2. Fill with the Paint Bucket Tool
3. Describe the categories of filters in Photoshop
4. Use the Filter Gallery to create special effects
5. Apply Plastic Wrap, Glowing Edges, and Craquelure filters
6. Create a shape clipping mask
7. Apply a pattern
8. Describe and use Blur filters
9. Create dynamic text with effects
10. Set text tracking, leading, and kerning
11. Explain the terms knockout, trapping, surprinting, and misregistration
12. Print a hard proof

#### **Assessment Description(s)**

Formative assessment consists of chapter and end-of-chapter assignments. Summative assessment is in a comprehensive final project.

#### **Materials and Technological Requirements**

Textbook:

Adobe® Photoshop® CS6: Complete, 1st Edition

ISBN: 9781133525905

Publisher: Course Technology

Technology Requirements:

Access to Adobe Photoshop CS6 (16 computers in TEC 209; one computer in The Learning Center)

Headphones

Internet access (broadband recommended)

Blackboard Learning Management System

South Arkansas Community College email account

#### **Class Attendance Policy**

Students are expected to attend all classes in which they are enrolled. If a student is absent from a class session, it is the student's responsibility to make arrangements to complete or make up any work missed. No make-up work for missed classes will be allowed without the approval of the instructor. Students who enroll late must assume all responsibility for work missed. Classes not attended as a result of late enrollment may be counted toward excessive absences. Students not attending the entire class period may be counted absent for that period. An instructor may drop students with a grade of "WE" if students have been absent for an excessive number of days. Warning letters will be sent to the students advising them of the consequences of nonattendance and urging them to contact their instructors immediately. Excessive absences are defined as follows:

#### **Regular Semester**

Courses which meet once a week .....	2 absences
Courses that meet twice per week .....	3 absences
Courses that meet four times per week .....	5 absences

### Summer Session

Courses that meet four times per week in a five week session .....	3 absences
Courses which meet two evenings per week in a 10 week session .....	3 absences

Students enrolled in special programs or individualized instruction should contact their program director/instructor regarding specific attendance requirements for the program/course. Some of the selective-admission, health-science programs have specific criteria regarding attendance. Students are encouraged to refer to program policies in these matters.

### Jury Duty/Military/Official School Function

Scheduled absences are those that occur due to college-related activities or as a result of summons to jury duty or military duty. Classes missed as a result of scheduled absences will not be counted as excessive absences if the instructor is notified and provided documentation prior to the absence(s). Make-up work for scheduled absences will be at the discretion of the instructor.

In all instances, documentation must be provided to the instructor within 24 hours of receipt. Documentation should come from an appropriate party on letterhead or other official stationery with a signature and contact information. Documentation should list the corresponding dates of the leave.

### Medical leave

For medical-related absences, documentation must include written notice from the treating medical professional documenting time needed off related to medical reasons and time student may resume classes. The medical reason does not need to be listed on the documentation; the documentation must include only that there is a medical reason, the amount of time the student needs to be absent, and the time the student should be able to return to classes. Students who elect to work at home while on excused leave must meet with their instructors to make arrangements to do so. Working on coursework while on medical leave is not a requirement but can be requested by students. If students request that they be allowed to work at home while on an excused leave, the instructor will make every reasonable effort to ensure that the student is able to do so.

For students who have a medical condition necessitating time off or accommodation:

- 1) They may work at home on assignments if they choose to if on medical leave approved by a medical professional
- 2) Receive appropriate accommodations related to coursework (i.e., excused from labs with potentially harmful chemicals, have a larger desk, etc.)
- 3) Resume their studies where they left off once they return to classes
- 4) Be allowed to make up any missed work related to medical leave
- 5) Receive incompletes on their transcripts until coursework is completed, according to the incomplete grade contract.
- 6) Be given a reasonable time frame in which to complete missed coursework

### **Academic Honesty Policy**

Students enrolled at South Arkansas Community College are expected at all times to uphold standards of integrity. Students are expected to perform honestly and to work in every way possible to eliminate academic dishonesty. Academic dishonesty includes cheating and plagiarism, which are defined as follows:

- Cheating is an attempt to deceive the instructor in his/her effort to evaluate fairly an academic exercise. Cheating includes copying another student's homework, class work, or required project (in whole or in part) and/or presenting another's work as the student's own. Cheating also includes giving, receiving, offering, and/or soliciting information on a quiz, test, or examination.
- Plagiarism is the copying of any published work such as books, magazines, audiovisual programs, electronic media, and films or copying the theme or manuscript of another student. It is plagiarism when one uses direct quotations without proper credit or when one uses the ideas of another without giving proper credit. When three or more consecutive words are borrowed, the borrowing should be recognized by the use of quotation marks and proper parenthetical and bibliographic notations.

If, upon investigation, the instructor determines that the student is guilty of cheating or plagiarism, the following penalties will apply:

- The student will receive a penalty of no less than a zero on the work in question.

- The instructor will submit a Student Academic Misconduct Form, written report of the incident, to the appropriate dean.
- The dean will submit form to Vice President for Learning to determine disciplinary action.
- The Vice President for Learning will determine whether further disciplinary action will be taken.
- All decisions may be appealed for review through the college's academic appeals procedure.

### **Equal Opportunity-Affirmative Action Statement**

South Arkansas Community College does not discriminate on the basis of age, race, color, creed, gender, religion, marital status, veteran's status, national origin, disability, or sexual orientation in making decisions regarding employment, student admission, or other functions, operations, or activities.

### **Library Services**

Library Homepage: <http://southark.libguides.com/homepage> Library Contact: LibraryStaff@southark.edu or 870.864.7115

### **Procedures to Accommodate Students with Disabilities:**

If you need reasonable accommodations because of a disability, please report this to the Vice President of Student Services with proper documentation. . VPSS Contact: 870.875.7262

### **The Early Alert System**

In an effort to ensure student retention and success, South Arkansas Community College employs an Early Alert System to identify and support at-risk students as soon as possible in a given semester. The intent of Early Alert is to provide this assistance while there is still time to address behaviors or issues that have the potential of preventing students from completing their courses and degree plans. Students referred through the Early Alert System will be required to work on a corrective action plan with their student advising coach and to include attendance accountability and mandatory academic tutoring either in the academic division or in the Testing and Learning Center (TLC).

Once the Student Advising Coach has met with the referred student, and again when the student has met the prescribed corrective actions, the coach will update the Early Alert System so that the instructor is kept informed of the progress in resolving issues.

### **Behavioral Review Team**

At South Arkansas Community College (SouthArk), we are committed to proactive leadership in student wellbeing and campus safety. By focusing on prevention and early intervention with campus situations that involve any person experiencing distress or engaging in harmful or disruptive behaviors, the BRT will serve as the coordinating hub of existing resources to develop intervention and support strategies and offer case management. Students, faculty, staff, and campus guests are encouraged to report any person on campus who is a concern. BRT Contact: 870.875.7262 BRT@southark.edu

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