ART 1280 Photoshop Software – 2024

Instructor Information
- **Instructor:**
- **Semester:**
- **Term Range:**
- **Questions?**
- **Need Help?**
- **Weekly Q&A (via ZOOM):**
- **Office Hours:**
- **Response Time:**
- **Schedule:**

School & Division Information

School Information	Division Information
School of Arts, Communication & Media Richard Scott, Dean South City Campus, Room 2-101 (801) 957-3333	Division of Visual Art & Design Shelley Bodily, Associate Dean South City Campus, Room 2-059 (801) 957-3042

Campus Information
Call (801) 957-INFO for accurate information about school closures due to weather, power outages, or other emergencies.

Resources for Help
The Visual Art & Design department has resources available that are specific to the classes taught within the department. These are resources that can be used above and beyond the general resources available to all students that are offered through the college. Please consider using these resources if and when you need them. They are available to all Visual Art & Design students, so online students are welcome (encouraged) to come to campus and use them.

Adobe Help
Visual Art & Design hires student workers to help other students with Adobe software applications from time to time. Please contact the department's open computer lab at (801) 957-3049 for a full list of the software applications and lab hours available for tutoring. The software and hours change from semester to semester.

Working on Campus
The following rooms are available for students to use. All labs are located at the South City campus.

- **Visual Art & Design Computer Lab (1-051):** This is a computer lab stocked with Macs & PCs that have all of the software needed for all ART courses. The lab also includes pay-to-print printers that require the use of your SLCC OneCard (ID card)
  - Call (801) 957-3049 for current lab times as they vary from semester to semester.
- **Graphic Design & Communications Studio (1-177):** This is a multi-use lab. It contains flat areas for working between classes, computers, printers, and other resources for completing your ART 1280 coursework.
  - Call (801) 957-3049 for current lab times as they vary from semester to semester.

Course Description & Learning Outcomes

Course Description
ART 1280 Photoshop Software
Students learn foundation through intermediate photo manipulation, processing, and formatting skills necessary for print and non-print media using industry-standard software to prepare photo documents.
- **Course Prerequisite:** None
- **Recommendation:** Students planning to take multiple Adobe classes should take ART 1200 InDesign Software first, then ART 1280 Photoshop Software or ART 2412 Illustrator Software. Try not to take multiple Adobe software classes during the same semester. Learning multiple software applications at the same time is like learning multiple languages at the same time.

SLCC CWSLOs
Salt Lake Community College is dedicated to enhancing the overall educational experience for all students through CWSLOs (College-Wide Student Learning Outcomes). This course will incorporate all CWSLOs with specific emphasis on 1, 2, 4, 6, and 7.
SLCC College-Wide Student Learning Outcomes (CWSLOs)
1. Acquire Substantive Knowledge
2. Communicate Effectively
3. Develop Quantitative Literacy
4. Think Critically
5. Express Creatively
6. Develop Civic Literacy
7. Work Professionally and Constructively
8. Develop Information Literacy
9. Develop Computer Literacy

Course Outcomes
ART 1280 Course Learning Outcomes
Students will demonstrate competency in the following through the successful completion of this course:

1. Ability to define, identify troubleshooting methods, and implement strategies for color management. **(SLCC CWSLOs 1, 2, 4, 6 and 7)**
2. Create print and non-print documents with an understanding of how documents are created and which file formats are appropriate for print and web output types. **(SLCC CWSLOs 1, 4, and 7)**
3. Demonstrate an ability to manipulate user interfaces, workspaces, tools, and panels using industry-standard software through hands-on activities and class presentations. **(SLCC CWSLOs 1, 2, and 7)**
4. Ability to identify and demonstrate methods of design efficiency using layers, selections, masks, and color modes. **(SLCC CWSLOs 1, and 7)**
5. Create complex imagery through the combination of multiple images using technical skills and artistic ability to emphasize subtlety. **(SLCC CWSLOs 1, 4, and 7)**

Course Format & Platform (Canvas)

Course Format: ONLINE
This is a fully online course. There are no required face-to-face sessions and no requirements for on-campus activity.
Online ART 1280 Photoshop Software students are welcome to use the same on-campus resources available to all Visual Art & Design students, like our Visual Art & Design open computer lab in ▮▮▮▮▮▮▮▮ and the Graphic Design & Communications Studio in ▮▮▮▮ ▮▮ at the South City campus.

Canvas Information
This course is administered through Canvas (slcc.instructure.com). Students can access the course by logging in using their My.SLCC.edu username and password and then by choosing ART 1280 Photoshop Software from the dashboard. All coursework, course content, grades, and communication will be through Canvas. Instructions for getting started in the course are posted on the course homepage. Students should use Canvas to communicate with their instructor. Do not email your instructor at any other email address. Also, please do not email your work to your instructor. All coursework will be submitted through submission portals within the class in Canvas. If you are having difficulty submitting your work, you should attend your instructor's online office hours for help. Students who do not have access to a working computer and/or a strong Internet connection may use on-campus computers. The Visual Art & Design department has an open-access computer lab in room 1-051 at the South City campus. In addition, any computer at any SLCC campus can be used. Every computer has access to SLCC AllAccess, which can be used to access any graphic arts software you may need to use for your projects in this course.

Textbook, Software, & Supplies Requirements

Required Course Materials
- There is no textbook required to be purchased for this course. The textbook/learning resources are embedded into the course on each lesson page.
- Students must have Internet access and a working computer.
- Students will need access to Adobe Photoshop CC, which is available for **FREE** through Adobe CC at Salt Lake Community College.
- If you would like to purchase a supplemental text to accompany this course, you may want to check out the Adobe Classroom in a Book series.

Adobe Software & Updates
SLCC students get free access to Adobe software through their @bruinmail.slcc.edu email. **DO NOT PURCHASE AN ADOBE CC SUBSCRIPTION UNTIL YOU HAVE VISITED Adobe CC @ Salt Lake Community College.**
Campus policy is to update Adobe Creative Cloud software before each semester but not during the semester. Adobe has its own schedule and will often have an update in the middle of the term. If you run the update at home, be aware that some of the requirements for this course may be in slightly different locations.

Course Requirements & Grading Policies

Evaluation
ART 1280 students are evaluated based on their ability to properly use the Adobe Photoshop skills learned during class through class participation, content knowledge tests, skills practice activities, and personal creativity projects.
Student evaluations may include:
- Students will complete skills & content knowledge activities such as vocabulary quizzes and writing assignments for each learning module to emphasize the core learning outcomes for each.
- Students will complete multiple quick skills-based assignments relating to each lecture topic covered throughout the semester to practice and implement the skills being taught.
- Students will participate in online and classroom discussions to evaluate the validity and importance of topics being covered during lectures.
- Students will apply skills learned during class in open-ended personal creativity assignments to demonstrate an ability to apply skills being taught during lectures to real-world applications.

Required Assessments
Knowledge Building Assessments
These activities are designed for students to use as practice. They are not worth as many points as creative projects, but they can be submitted multiple times for improvement.

- **Knowledge Tests:** Knowledge tests can be taken twice. Do not use the second attempt until you review the lecture materials and/or visit your instructor during class for help.
- **Skills Practices:** Every lesson also has an associated skills practice discussion where students can practice the Photoshop skills covered in the lesson and share what they are working on with the class.

Major Assessments

These activities gauge each student's understanding and application of the content covered in each unit. The majority of each student's grade in ART 1280 comes directly from these assessments.

- **Creative Projects:** Five creative projects are spaced out throughout the semester. Students are expected to think creatively and present their best work.

Getting Started Early

Students may work ahead in ART 1280. The due dates for each assignment below can be found on the course calendar in Canvas and on the printable semester schedule (check the homepage for the link). Students are encouraged to start their projects early, so they have multiple weeks to work on each and so that there is time to show progress to classmates and their instructor to receive feedback. At the very least, students should read through the requirements of the Creative Projects, so they know what to expect as the semester progresses.

- Creative Project 01 – From New to Old
- Creative Project 02 – Painted Image or Portrait
- Creative Project 03 – Image Restoration
- Creative Project 04 – Book or Album Cover
- Creative Project 05 – Movie Poster

Calculating Your Grade

Calculating Your Grade – Assessment Weights

Course Requirements	Weight
Unit 00 – Getting Started in ART 1280	5%
Unit 01 – Getting Started in Photoshop	25%
Unit 02 – Layers, Selections, & Brushes	22%
Unit 03 – Intermediate Image Editing Techniques	16%
Unit 04 – Type & Vector Art	16%
Unit 05 – Automation & Output	16%

Calculating Your Grade – Grading Scheme

Participation and/or completion of all projects does not guarantee a passing grade.
Engagement in discussions, constructive class participation, and successful completion of required projects and exercises are required. Project grades will foremost be based upon the excellence of the project work: research, creativity, response to the given problem, execution, how completely the instructions were followed, deadline accountability, and presentation.

Grading Breakdown

A= 93% – 100%	A-= 90% – 92.9%	B+= 86% – 89.9%	B=80% – 85.9%
C+= 76% – 79.9%	C= 70% – 75.9%	D= 60% – 69.9%	E= 0% – 59.9%

Deadlines & Late Work
Students are expected to submit all coursework by the posted due dates. Due dates are posted on the course homepage. Coursework is due by 11:59 pm on Wednesdays and Saturdays each week. If a college holiday falls on a Wednesday or a Saturday, students may submit their coursework by the end of the day on Monday or Thursday without a late penalty.

Late Work Policy
Students should plan ahead and get work done in advance as much as possible before leaving on vacation or when facing anticipated life events. All work is expected to be turned in on time. Late work will be accepted during the currently active unit, but it will be docked 10% of the total value of the assignment, whether it is 1 minute late or 1 week late. The absolute last day to submit late work for each unit is posted on the course homepage (approximately one week after the unit ends). There is a shortened late grace period for Unit 05.

Class Expectations, Rules, & Policies

Class Expectations
- Students in this class are expected to complete all assignments thoroughly and timely and with respect to their classmates.
- Students are expected to log in on Monday of each week to review weekly course expectations.
- Students are expected to budget their time each week to allow enough time to complete all assignments by the posted due dates.
- Students are expected to actively engage with their peers in the class to request and provide feedback on creative projects.
- Students are expected to proactively review course requirements and work ahead when possible.

- Students are expected to attend office hours if/when they need help. Emailing the instructor for help should be a backup option for office hours.
- Students are expected to take responsibility for their own learning by completing all of the posted activities and proactively asking for help when needed.

Class Rules

In addition to the expectations listed above, students are expected to follow the classroom rules listed below.

- Know email etiquette! http://101emailetiquettetips.com/
- This is a college-level course in which students are expected to design, write, produce, and present. Sloppy work and an apathetic or negative attitude demonstrate contempt for the task given and will result in a lower grade.
- Active, constructive participation in discussions and presentations is required. Critiques are important in that they provide a valuable assessment of a design solution and direction as to how work may be revised for a more successful outcome. In order to experience "real-world" situations, students must present their work verbally (written format) as well as visually.
- Students must follow proper netiquette outlined by SLCC eLearning; offensive language, etc., is not acceptable.
- Plagiarism will result in a failing grade.
- Please talk to the instructor ASAP with any problems, questions, or concerns.
- Using other students' project images or the project example photos without permission is prohibited, as is any transmission, and will be considered copyright infringement.
- Class behavior disruptive to the learning environment will be referred to the Dean of Students.

Student Examples

SLCC may use any work submitted for this course as an example of student work completed in ART 1280.

Student Conduct

SLCC Student Code of Conduct

Students in ART 1280 are expected to abide by the SLCC Code of Student Rights and Responsibilities. You can read it here:
https://www.slcc.edu/policies/policies/student_affairs/8.1.050.aspx

Academic Honesty

"As a member of the academic community, students enjoy privileges and share obligations of the larger community of which Salt Lake Community College is a part. With membership in this community comes an obligation. The obligation is an acceptance of a code of civilized behavior." Academic Honesty will be strictly enforced in this course. Any behavior deemed unethical or that does not abide by reasonable academic honesty will result in action by the professor.

Students caught cheating **IN ANY CAPACITY** will forfeit their right to pass this course.
Emergency Procedures
In the case of an emergency, please proceed to the nearest exit. Once outside the building, gather at a safe location away from the building. (Please note: This does not apply to online sections of ART 1280.)

ART 1280 Unit & Lesson-Level Learning Objectives

Unit 00
Getting Started in ART 1280
- Identify how to begin the course and where to find various course components
- Identify the course structure
- Identify the purpose of the course
- Identify course goals and major assessments
- Identify school and instructor policies
- Identify online learning communication etiquette expectations
- Identify expected technical skills
- Identify where to find technical support and various college services
- Use Canvas to submit assignments and participate in discussions
- Use any LTIs/technology required for the course

Unit 01
Lesson 01 – Launching Photoshop
- Explain how and why Adobe CC is a cloud-based subscription service
- Download and install Adobe CC
- Download and launch Adobe Photoshop CC
- Begin to consider how you will organize your graphic artist's workflow
- Define color mode, color space, and color profile
- Set a custom color profile (North America Prepress 2)
- Open an existing document in Photoshop
- Close Photoshop projects
- Exit/shutdown Photoshop

Lesson 02 – Creating New Documents
- Open existing documents in Photoshop
- Identify file formats and file extensions used for creating digital graphics
- Identify color modes available for use in Photoshop
- Define resolution and list basic print and web resolutions
- Create new Photoshop documents intended for print and web outputs
- Explain why document settings like resolution, color mode, and file format change depending on the final output of a project (ex - print or web)
- Save Photoshop documents including saving changes to a project, saving a copy of a project, and exporting a copy of a project
- Create a system for organizing files for this course

Lesson 03 – Understanding the Workspace
- Explain what the Photoshop workspace is

- Identify and set preset workspaces
- Customize and save your own workspace
- Navigate the Photoshop workspace using standard terminology including workspace, menus, panels, application frame, options bar, tools panel, context menus, tooltips, rich tooltips, options fly-out menus, and dialogs
- Undo edits in multiple ways including Edit > Undo and the History panel
- Explain the difference between Adobe CC Libraries, saving documents to the Document Cloud, and generic libraries that can be found in Photoshop like the Pantone color swatch library

Lesson 04 – Pixel Basics
- Define raster, bitmap, and resolution
- Define PPI, DPI, and LPI
- Explain the difference between raster art and vector art
- Identify the resolution and image size of a supplied image
- List common resolutions used for printing and displaying images on the web
- Calculate specific print resolutions using the print resolution formulas
- Define resampling, upsampling, and downsampling
- Crop and image to a specific width, height, and resolution without resampling
- Explain how resolution affects image quality and file size for both print and web

Lesson 05 – Using Filters
- Define what a Photoshop Filter is
- Identify the color mode and bit depth that work best with filters
- Describe the types of effects of the various filters
- Implement the appropriate steps to apply a filter
- Apply a single filter and multiple filters to an image
- Apply filters with subtlety utilizing layer opacity and layer blending modes
- Apply a layer mask with a filter to customize the look
- Define and apply a Smart Object
- Define and apply a Smart Filter
- Experiment with a variety of filters in the Filter Gallery

Lesson 06 – Layer Essentials
- Define what a layer is and explain how they are used for organization
- Select layers and layer content
- Create, duplicate, and delete layers
- Reposition content within a layer and reorder layers on the Layers panel
- Rename, color label, and group layers
- Lock and unlock layers
- Turn layer visibility on and off
- Flatten and merge layers
- Change layer opacity and layer blending modes

Unit 02
Lesson 07 – Layers Continued
- Identify, create, and/or use six different types of layers in Photoshop
- Create and modify adjustment layers and fill layers for non-destructive editing

- Modify layer blending modes
- Create and modify clipping masks from text and/or shapes
- Create and modify smart objects from Photoshop layers
- Identify file formats used when working with smart objects
- Warp text raster-based art in Photoshop using the warp transform command
- Modify content using scale, rotate, skew, distort, and perspective transformations
- Create and modify documents with artboards

Lesson 08 – Using Color
- List examples of hues
- Explain the relationship between hues and the visible light spectrum
- Define color mode and color gamut
- Explain the difference between a color mode and a color space
- Change image color modes in Photoshop
- Set a working color profile in Photoshop
- Identify how many and what colors an image is made from via the Channels panel
- Select color for use in a Photoshop project using the Color Picker and Color panel
- Select, create, save, and share (load) color swatches
- Use the Brush tool to apply color

Lesson 09 – Intro to Selections
- Define selection
- Explain how and why selections are used in Photoshop
- Describe what an active selection looks like in Photoshop
- List examples of geometric, freeform, and automated selections in Photoshop
- Create selections using geometric, freeform, and automated selection tools.
- Define tolerance and contiguous in relationship to use with the Magic Wand tool
- Refine selections by contracting and feathering
- Use Shift and Option/Alt modifier keys to add to and subtract from a selection
- Save and load sections via the Selection menu

Lesson 10 – Brushes & Painting
- List tools in Photoshop that use brushes
- Change brush size, hardness, and type (texture)
- Launch the Brushes and Brush Settings panels
- Customize brushes using the Brush Settings panel
- Adjust brush settings via the Options bar
- Find, download, and import new brushes into Photoshop
- Create and use layers for non-destructive editing
- Paint organic and angular strokes using the Brush tool
- Paint and image using the Mixer Brush tool

Unit 03

Lesson 11 – Adv Selections & Masks
- Apply essential selection steps, tools, and processes, such as identifying a selection marquee, making a basic selection, adding and subtracting from a selection, and saving a selection.

- Use selection commands like the Color Range, Focus Area, Subject, and Sky selection commands to make a selection without using a selection tool.
- Use the eyedropper and fuzziness slider to refine a color range selection.
- Change color in an image after making a color range selection.
- Make a quick selection of sky using the Sky selection command.
- Load a selection as a layer mask.
- Refine selections using the Select and Mask dialog.
- Create a refined selection of hair using the Select and Mask dialog.
- Define layer mask.
- Explain why layer masks allow for non-destructive editing.
- Create and modify a layer mask.

Lesson 12 – Combining Images
- Techniques for combining images
- Clipboard stuff
- Moving selections (layer to layer and document to document)
- Review – uses for smart objects
- Editing smart objects (layer and embedded)
- Editing placed content from libraries
- Blending images together – feathering opts
- Clone Stamp and Clone Source Tools
- Photomerge
- Content-aware fill, move, and scale (review)
- Layer blending modes for combining images
- Digital mockups

Lesson 13 – Fixing & Retouching Images
- What is retouching?
- Tools to remove unwanted elements
- Cloning tools to remove and/or duplicate
- Importance of subtlety and ethics of retouching
- Retouch to enhance images - whitening teeth, smoothing skin
- Use the Healing Brush, Spot Healing
- Brush, Patch, Content-Aware Fill and Content-Aware Move tools

Unit 04

Lesson 14 – Layer Effects & Styles
- Define Layer Effects
- Identify what types of layers Layer Effects can be applied
- Identify Layer Effects on the Layers panel
- Implement the appropriate steps to apply Layer Effects
- Launch the Layer Styles Dialog
- Differentiate between Layer Effects and Layer Styles
- Apply Default Layer Styles
- Load the Legacy Layer Styles
- Create customized Layer Styles
- Save customized Layer Styles

Lesson 15 – Adding & Modifying Type
- Identify Adobe software applications that allow for the creation of artboard
- Identify Adobe software applications that support multi-page documents
- Define typography, typeface, and font
- Define font family and identify common weights and styles available in a font family
- Define and modify leading, tracking, and kerning
- Explain why ligatures are used in typography
- Identify and fix widows and orphans to improve the readability of text
- Add Point Type and Paragraph Type in Photoshop
- Add horizontal and vertical type in Photoshop
- Use the Options bar and Character panel to format typefaces, color, and sizes
- Adjust text alignment, indents, and other paragraph settings via the Paragraph panel
- Insert special characters using the Glyphs panel
- Explain what a paragraph style is and why they are used
- Create, apply, and edit paragraph styles via the Paragraph Styles panel
- Screen back text using a Levels adjustment
- Convert text into an editable vector shape
- Modify anchor points and directional lines to create customized text
- Rasterize text

Lesson 16 – Vector Art & Paths
- Define vector art
- Explain the difference between raster art and vector art
- Explain what directional lines are used for in vector art
- Identify the path, anchor points, and directional lines in vector art
- Lists benefits of using vector art instead of raster art
- Create basic vector shapes including rectangles, ellipses, and lines
- Create custom shapes using the Custom Shape tool
- Create custom shapes by modifying anchor points and directional lines
- Convert type to shapes
- Apply layer editing techniques to shape layers
- Load a path as a selection

Unit 05

Lesson 17 – Refocusing
- Define Photoshop refocusing and focus
- Identify depth of field as it relates to image sharpness
- Identify camera techniques that create focus, blur, and sharpness in images
- Describe reasons for refocusing images with Photoshop filters (blur & sharpen)
- List the various filters used to blur and sharpen images
- Define Bokeh
- Apply a variety of blur and sharpen filters to enhance images
- Select the appropriate filters for composition
- Demonstrate non-destructive editing with filters, layer masks, and Smart Objects

Lesson 18 – Actions & Automation
- Explain what an action is and why they are used in Photoshop

- List examples of ways to automate designs in Photoshop
- List examples of actions that can be applied in Photoshop
- Use the Actions panel to play an action
- Use the Actions panel to create a new Action Set and a new Action
- Use the Actions panel to record a custom action
- Save actions as .ATN files via the Actions panel
- Share and load .ATN files via the Actions panel
- Apply an action to multiple images by batch processing the images from either Adobe Photoshop or Adobe Bridge

Lesson 19 – Exporting & Printing
- List common print file formats, resolutions, and color modes
- List common web file formats, resolutions, and color modes
- Calculate print resolution using press LPI values
- Explain why RGB is the correct color mode to use for photo-quality inkjet printing
- List web file formats that allow for transparency and/or animation
- Use EPS files when working with vector art and TIFFs when working with raster art
- Define spot color as it relates to commercial printing
- Create a new spot color channel on the Channels panel
- Explain the difference between a color swatch and a spot color saved via a channel
- Define soft proofing
- Soft proof an image on screen for both print and web output methods
- Define color management
- Synchronize color settings across multiple Adobe software applications

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College Policies & Procedures

Institutional Syllabus
Click on the image below to read important information about:
- Institutional Policies
    - Code of Student Rights and Responsibilities
    - Grading and Grading Policies
    - Title IX Statement
    - Hate and Bias Incident Reporting
    - Pronouns in Canvas
    - Name Changes in Canvas
- Learning Support and Tutoring Services
    - General Support and Services
    - Out of State Licensure
- Advising, Counseling, and Student Support Services
    - Academic Advising and Career Support
    - Counseling Support Services
    - Veterans Services
    - Gender & Sexuality Student Resource Center (GSSRC)
    - Accessibility & Disability Services (ADS)

- o Student Pregnancy
- o Food, Childcare, and Crisis Resources
- o The Office of Diversity and Multicultural Affairs
- o The Dream Center

Institutional Syllabus

Please note: This course has been formatted to be as accessible as possible for all students including closed captioning, alt tags, video and image description, etc.. However, due to the visual nature of this class not all visual elements within the course are able to be formatted in an accessible way that allows students with visual impairment sufficient accommodations to be able to use them. For example, there are worksheets where students must copy the vector paths with the Pen tool. Students needing additional accommodations should work with the ADS on a case-by-case basis.

Free Weapons Policy
No deadly weapon should be on any SLCC property unless the person has a concealed weapons permit or has been notified and has authorization from the SLCC Department of Public Safety. For concerns, contact Shane Crabtree, SLCC Director of Public Safety, at shane.crabtree@slcc.edu.

School Closing Info
The online nature of this course allows for continued coursework even when SLCC campuses are closed. Students are not required to complete coursework on days the college is scheduled to be closed (Fall Break, Thanksgiving, etc....). Students may submit their assignments early to avoid working through a break or holiday. For accurate information concerning school closures (weather, power outages, or other emergencies), call 957-INFO or 957-4636.