

# Salt Lake Community College

## Digital Graphics for INTD

INTD1250

This is the same syllabus for both online sections.

### Course Description

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This course is an introduction to the computer applications used to create interior design presentations and portfolios. Students will acquire foundation skills of Adobe InDesign and Adobe Photoshop as it relates to the Interior Design field.

Semester(s) Taught: Fall and Spring

This course is an introduction to the computer applications used in interior design presentations, specifically Adobe Creative Suite programs. Students will acquire foundation skills of Adobe InDesign and Adobe Photoshop as it relates to the interior design field.

### Course Student Learning Outcomes

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- ◆ Demonstrate introductory industry standard skills in navigating Adobe Photoshop and Adobe InDesign.
- ◆ Create renderings of floor plans, Interior Design proposals, and digital presentation boards using Adobe Photoshop and InDesign.
- ◆ Demonstrate proficiency in importing and exporting from other programs and formats, both digital and analog, and scanning original work with correct DPI and Resolution.
- ◆ Successfully digitize and touch-up work from previous courses to use in student portfolio and archives.
- ◆ Demonstrate the foundation of branding in the Interior Design field creating portfolio and business document lay-out and designs.
- ◆ Produce a successful Interior Design visual presentation using the elements and principles of design.

## Course Prerequisites

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### Prerequisite Technical Abilities

In order to participate in this class, you are required to have certain technology competencies. The following are required for participation in the class:

1. Familiarity with a computer operating system (Windows or MacOS). A tablet will not work.
2. Ability to monitor Calendar & Assignment Feature of Canvas.
3. Create folders/directories and save files in a safe location (i.e., Google Drive, Box, or hard drive).
4. Use a web browser and search the Internet and bookmark web pages for future reference.
5. Upload files to Canvas.
6. Troubleshoot basic technology issues and consult the SLCC Help Desk as needed.
7. Familiarity with a word processing program.
8. Have and use a Canvas account.

## Keys for Success (how to succeed in the course)

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### Tips for Success in the Course

1. Start work earlier than you expect you need to. Some tasks may take you longer than others.
2. Plan out time to complete the modules multiple days in advanced to ensure you are not rushed.
3. If you run into technology issues, the Help Desk at SLCC is free for students. This is an incredible service and they always do a fantastic job. Make sure to take advantage of this service!
4. Contact the instructor if any questions pop up, no matter how large or small. They are here to assist you in your educational journey.

5. Understand the information in this course compounds, meaning it slowly builds off of previous concepts.
6. Come with a positive attitude, understanding that learning Photoshop and InDesign is a process and will not happen overnight. These skills take time to grow, foster, and maintain.

## Having Issues with your Computer?

Encountering problems? For example, glitchy interface, Photoshop not working, can't export images, etc.? Send an email to [helpdesk@slcc.edu](mailto:helpdesk@slcc.edu). If your IT issue appears to be minor, please feel free to reach out to the instructor with screenshots. If they cannot help you, they will direct you to the Help Desk. The Help Desk's information is listed [here](#).

## Required Text or Materials

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**Title: Adobe Creative Cloud**

**Subtitle:** Software provided through SLCC

**ISBN:** This is free, do not pay for anything.

For more information on textbook accessibility, contact Accessibility & Disability Services

## Brief Description of Assignments/Exams

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We have weekly modules that we work through. Students are responsible to ensuring they are up to date on the current module. Assignments and projects will always be due on Tuesdays. In this course, we will be focusing on the following concepts in Photoshop: masking, scaling, transformation, layer usage, layer organization, gradient mapping, designing interior spaces, rendering floor plans, and other concepts related to the field of interior design. Students will also work with InDesign to learn how to produce a professional level portfolio.

## Assignment Schedule

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<b>Due Date</b>	<b>Assignment Name</b>	<b>Assignment Type</b>	<b>Points</b>
8/27	<a href="#">MOD 01   STEP 04 - Post to Introduction Discussion: Show Three Things</a>	Discussion	15
8/27	<a href="#">MOD 01   STEP 06 - Complete Practice Quiz</a>	Quiz	0
8/27	<a href="#">MOD 01   STEP 05 - Complete Assignment Upload Practice</a>	Assignment	6
8/27	<a href="#">MOD 01   STEP 07 - Complete Course Overview Quiz</a>	Quiz	13
8/27	<a href="#">MOD 01   STEP 08 - Download the Adobe Creative Suite</a>	Assignment	10
9/3	<a href="#">MOD 02   STEP 05 - Take Quiz on File Formats</a>	Quiz	26
9/3	<a href="#">MOD 02   STEP 02 - Complete Photoshop Workspace Settings Assignment</a>	Assignment	10
9/3	<a href="#">MOD 02   STEP 03 - Review Exploring Image File Formats</a>	Assignment	15
9/3	<a href="#">MOD 02   STEP 04 - Explore File Formats: Your Turn!</a>	Assignment	12

Due Date	Assignment Name	Assignment Type	Points
9/10	<a href="#">MOD 03   STEP 07 - Complete Masking Quiz</a>	Quiz	30
9/10	<a href="#">MOD 03   STEP 08 - Post to Discussion</a>	Discussion	20
9/10	<a href="#">MOD 03   - Complete Extra Credit Portrait Mode Soft Edge (Optional)</a>	Assignment	0
9/10	<a href="#">MOD 03   STEP 04 - Submit Photoshopping for Gold</a>	Assignment	10
9/10	<a href="#">MOD 03   STEP 05 - Complete Selection and Masking Methods Exercise</a>	Assignment	15
9/10	<a href="#">MOD 03   STEP 06 - Complete Selection and Masking Methods Exercise, Part 2</a>	Assignment	30
9/17	<a href="#">MOD 04   STEP 05 - Complete Masking &amp; Selection Methods Quiz</a>	Quiz	20
9/17	<a href="#">MOD 04   STEP 02 - Complete Artspace Part I Masking &amp; Basic Transformations</a>	Assignment	20

Due Date	Assignment Name	Assignment Type	Points
9/17	<a href="#">MOD 04   STEP 03 - Complete Artspace Part 2 Masking &amp; Basic Transformations</a>	Assignment	30
9/17	<a href="#">MOD 04   STEP 04 - Complete Villa Savoye in Utah, Masking &amp; Basic Transformations</a>	Assignment	25
9/17	<a href="#">MOD 04   STEP 06 - Extra Credit Salk Institute Sky &amp; Paragliders (Optional)</a>	Assignment	0
9/24	<a href="#">MOD 05   STEP 02 - Complete Transformation Basics Exercise</a>	Assignment	20
9/24	<a href="#">MOD 05   STEP 03 - Complete Artspace Vanishing Point Exercise</a>	Assignment	25
10/1	<a href="#">MOD 06   STEP 02 - Complete Art Wall Assignment</a>	Assignment	30
10/1	<a href="#">MOD 06   STEP 04 - Complete Cheering for the Wrong Team Color Adjustment Exercise</a>	Assignment	20

Due Date	Assignment Name	Assignment Type	Points
10/1	<a href="#">MOD 06   STEP 05 - Complete Cheering for the Wrong Team Color Adjustment Assignment</a>	Assignment	25
10/8	<a href="#">MOD 07   STEP 03 - Post to Discussion: Villa Savoye in Utah Levels or Brightness/Contrast</a>	Discussion	20
10/8	<a href="#">MOD 07   STEP 01 - Complete Art Wall 2.0 Assignment</a>	Assignment	25
10/8	<a href="#">MOD 07   STEP 02 - Complete Adjustments &amp; Levels, Transformations Exercise SL Library</a>	Assignment	16
10/15	<a href="#">MOD 08 - Photoshop Assessment (Midterm)</a>	Quiz	40
10/22	<a href="#">MOD 09   STEP 04 - Post to Discussion: Curb Appeal Best of Show</a>	Discussion	10
10/22	<a href="#">MOD 09   STEP 02 - Complete Intro to Healing &amp; Cloning Assignment</a>	Assignment	10

Due Date	Assignment Name	Assignment Type	Points
10/22	<a href="#">MOD 09   STEP 03 - Complete Advanced Healing &amp; Cloning Assignment</a>	Assignment	25
10/22	<a href="#">MOD 09   STEP 05 - Extra Credit: Create a Photoshopped Scene (Optional)</a>	Assignment	0
10/29	<a href="#">MOD 10   STEP 03 - Post to Discussion</a>	Discussion	20
10/29	<a href="#">MOD 10   STEP 04 - Upload Completed JPEG and PSD Files Here!</a>	Assignment	100
11/5	<a href="#">MOD 11   STEP 03 - Take Quiz</a>	Quiz	18
11/5	<a href="#">MOD 11   STEP 09 - Post Image of Reception Area to Discussion Board</a>	Discussion	10
11/5	<a href="#">MOD 11   STEP 10 - Upload Completed JPEG and PSD Files Here!</a>	Assignment	100
11/5	<a href="#">MOD 11   STEP 11 - Complete Extra Credit (Optional)</a>	Assignment	0
11/12	<a href="#">MOD 12   STEP 07 - Post to Discussion</a>	Discussion	10



Due Date	Assignment Name	Assignment Type	Points
11/12	<a href="#">MOD 12   STEP 08 - Upload Final JPEGs and PSD File Here!</a>	Assignment	100
11/12	<a href="#">MOD 12   STEP 09 - Extra Credit (Optional)</a>	Assignment	0
11/19	<a href="#">MOD 13   STEP 02 - Complete InDesign Portfolio Tutorial &amp; DRAFT</a>	Assignment	20
11/26	<a href="#">MOD 13   STEP 03 - Upload FINAL InDesign Portfolio</a>	Assignment	100
12/10	<a href="#">MOD 14 - Final Project Client Design Board &amp; Book</a>	Assignment	105

## Grading Scale

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### ASSESSMENT & GRADING

Students will be assessed through their demonstration of their knowledge of the applications and design concepts through:

- ♦ 20% Exercises
- ♦ 30% Assignments
- ♦ 20% Quizzes
- ♦ 20% Semester Projects
- ♦ 10% Participation and Discussions
- ♦ Extra credit opportunities may be available throughout the semester at the discretion of the instructor.

- ♦ The following grading structure will be used. Grades will not be rounded.
  - A (100 - 94%)
  - A- (93 - 90%)
  - B+ (89 - 86%)
  - B (85 - 83%)
  - B- (82 - 80%)
  - C+ (79 - 76%)
  - C (75 - 73%)
  - C- (72 - 70%)
  - D+ (69 - 66%)
  - D (65 - 63%)
  - D- (62 - 60%)
  - E (59 - 0%)

## How to Navigate to Canvas

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## Online Tutoring

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Students at SLCC have access to online tutoring through Canvas. From your Canvas course click Online Tutoring in the course navigation and follow the steps to set up an appointment. If this is your first time using the Online Tutoring we recommend you click "Take a Tour" to familiarize yourself with the service.

Note that students only receive 480 minutes of tutoring time each semester. After that we encourage you to use the resources found through this link:

<https://www.slcc.edu/tutoring/index.aspx>

If you have any additional questions reach out 

## Institutional Policies

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As members of our academic community, we would like to invite you to review the Institutional Syllabus which covers important policies and procedures. This document contains important links for students on the code of student rights and responsibilities, academic integrity, and grading policies, Title IX and other important acknowledgements. By familiarizing yourself with this information, you can help us create a safe and respectful environment for everyone.

You can access the document by clicking on the following link:

<https://slcc.instructure.com/courses/530981/pages/institutional-syllabus>

## Learning Support and Tutoring Services

We are pleased to offer a range of tutoring and learning support services to help you achieve your academic goals. Whether you need assistance with a specific subject or want to improve your study skills, you have many options for tutoring or other support.

To learn more about the services we offer and how to access them, please visit the Institutional Syllabus under the Tutoring and Learning Support tab:

<https://slcc.instructure.com/courses/530981/pages/institutional-syllabus>. We encourage you to take advantage of these resources to help you succeed in your studies. If you have any questions or would like to schedule a tutoring session, please don't hesitate to reach out to us. We are here to support you in any way we can.

## Advising and Counseling Support Services

At our institution, we are committed to supporting your academic and personal growth. That's why we offer a range of advising and counseling services to help you navigate the challenges of college life. To learn more about the resources available to you and how to access them, please visit the Institutional Syllabus under the Advising and Counseling Support Services tab: <https://slcc.instructure.com/courses/530981/pages/institutional-syllabus>. Our advising team and the support centers across campus are here to support you in achieving your goals and overcoming any obstacles you may face.

## Student Academic Calendar

As students you should be aware of all important dates in the semester, such as the day that courses begin and end, as well as the drop date and the last day to withdraw. To learn more about those dates, navigate to the Student Academic Calendar below:

[SLCC Student Academic Calendar](#)

## Additional Policies

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### Required Resources

Please visit our course Canvas page for links to our YouTube lectures and other digital content for your reference. A textbook is not required. An Adobe Creative Cloud subscription is provided by SLCC. For instructions on how to access your free account and download it on to a personal computer, please follow the instructions in the first module. Please, no iPads or tablets for this course. Photoshop cannot run its full version on these devices. A typical laptop computer will be fine.

### Office Hours Policy

Office hours are available by appointment only. Aaron does not have a physical office at SLCC, as he is an adjunct instructor. Please message this instructor on Canvas using the Inbox feature with a proposed date and time from the list above 24 hours before the requested date and time. They will then message you a Zoom link for the future meeting. If you do not see a time you can meet, please message Aaron. He will work something out. If Canvas Inbox is not working, you may contact the instructor via email as a last

### Academic Integrity and 'Netiquette' Policy

Students are expected to abide by the following guidelines for online behavior for INTD 1250 - Digital Graphics for Interior Design. These rules are in place to encourage proper netiquette, or online etiquette. All students at SLCC agree on admission to abide by the University "Code of Student Rights and Responsibilities". This includes best practices for online behavior. Please review this section as it includes important information about student policies and rights.

- **Language** | Use respectful language and write in a professional tone. Emojis, emoticons, or visual symbols (i.e., :, :-)) are not to be utilized on discussion posts. Write in a professional tone. Refer to Aaron's examples on posts.
- **Citation** | If you are citing a source, please cite using APA format and put at the end of your discussion post.
- **Discussion Posts** | Respond meaningfully to your peers' posts. Your reply should be engaging, ask questions, propose alternate ways of thinking, and carry a professional, uplifting tone. Maintain a positive and encouraging environment on your discussion posts for your peers.
- **Appropriate Photos** | On our introduction posts or masking exercises, if you decide to include a photo please make sure that it is appropriate. As a general rule of thumb, if a future employer saw this photo they should not be offended or shocked.

## Late Work Policy

Late work is accepted at a 10% deduction per business day. Please contact the instructor with any questions. If you have an emergency or are ill (no details please, the instructor respects your privacy), please contact your instructor to discuss an alternative due date.

## Incomplete Grade Policy

Incomplete grades may be given by an instructor to students who: Cannot continue in class because of extenuating circumstances (such as serious illness, death in the family, or change of employment) with proper documentation. Are passing the course at the time of the Incomplete grade request. Have completed a substantial portion of the course (70%). If the above requirements are met the instructor can work with the student to give the student an incomplete grade. For more information please see the College's Grades & Grading site: <https://www.slcc.edu/registrar/registration/grades-and-grading-policies.aspx>

## Academic Honesty

Please review the College's definition and policy on cheating. This course will strictly adhere to the Student Code of Conduct as well as the "Expectations of Academic

Honesty” document published by Salt Lake Community College. For further information, refer to the SLCC home page at [www.slcc.edu](http://www.slcc.edu). Students found cheating will be given a zero and subject to a review with department directors to determine disciplinary action which may include failing the assignment, receiving an E for the entire course, or possibly ejected from the program.

## **Plagiarism & Use of AI**

What is plagiarism? Taking someone else’s works and/or ideas and presenting them as your own. Please do not plagiarize your academic studies or your art. This is a serious form of academic and artistic misconduct and cheating. You will likely fail this course if you are guilty of cheating in any such fashion. However, using others’ ideas and giving proper credit is acceptable.

AI Tools such as Chat GPT, Grammarly, etc. -You can use them for punctuation and grammar correction ONLY your assignments. I also suggest using it as a study tool. It is a good way to synthesis your class notes and reading notes, another thing it is great for is creating study questions for you.

What you cannot do is use it to write things for you. The first issue is that is not your own work therefore it is a form of plagiarism. You are here to learn how to think and build up your own skills in writing and communication. What will happen when we can no longer critically think for ourselves? Don’t lean on this crutch.

The second big issue is the way AI works is that it finds patterns and so it can create information based on patterns (so, it will fill in the blanks). This is problematic because the information and source material used to train AI is not always transparent nor is it peer reviewed, so it is not a reliable academic source.

The third issue is that is super unethical, and you are putting labor into electronic sweat shops. Most likely some form of modern slavery and child labor operating in the developing nations. The energy cost and data storage for AI to work is not sustainable or environmentally friendly. So, think twice before you use these tools.

## **Student Learning Outcomes**

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Student outcomes are as follows.

1. Acquire substantive knowledge.
2. Communicate effectively.
3. Develop quantitative literacy.
4. Think critically and creatively.
5. Civic engagement.
6. Work professionally and constructively.
7. Develop computer and information literacy.
8. Lifelong wellness.

Application of outcomes are as follows.

- Apply introductory industry standards skills in navigating Adobe Photoshop and Adobe InDesign (student outcomes 2, 6, and 7 apply).
- Create and design renderings of floor plans, interior design proposals, and digital presentation boards using Adobe Photoshop and InDesign (student outcomes 2, 4, 6, and 7 apply).
- Demonstrate proficiency in importing and exporting from other programs and formats, both digital and analog, and scanning high-resolution original work to preserve its professional appearance (student outcomes 2, 4, 6, and 7 apply).
- Successfully digitize and/or touch-up work from previous courses to use in student portfolio and personal archives (student outcomes 2, 4, 6, and 7 apply).
- Illustrate an understanding of the elements and principles of design in creating professional and artistic digital presentations (student outcomes 2, 4, 6, and 7).