



AA176 Adobe Designer Basics Syllabus

AA176
CRN 26422
Adobe Designer Basics

Office: SSH115

koboldm@linnbenton.edu



Syllabus

Instructor: Michelle Kobold

Adobe Designer Basics

Monday via Zoom: 5:00-6:20pm; Wednesday Online lecture

COURSE DESCRIPTION

This course provides students with a basic overview of the Adobe designer suite for professional graphic designers. Students will gain an understanding of the terminology used by the design industry. Coursework will include learning the basic skills of Adobe InDesign and Photoshop for the creation of simple page layouts. Students will learn to work with PDFs using Adobe Acrobat. This course will also cover some of the legal aspects surrounding contracts and copyright.

OUTCOMES

Upon successful completion of this course, students will be able to:

- Utilize and identify basic design industry vocabulary
- Demonstrate basic skills using Adobe InDesign and Photoshop
- Create basic page layouts using InDesign
- Make visually appealing font choices
- Design and complete individual projects for print and web

CREDITS

3 credits

PREREQUISITES

A working knowledge of computers.

REQUIRED SUPPLIES

8GB (or larger) Memory Stick/USB Drive for storage and transfer of files and assignments.

MOODLE, GOOGLE DRIVE, and EMAIL

Students will communicate with other students and the instructor via their LBCC e-mail account and the Moodle course website. Students should check Moodle and their emails daily. Within Moodle and Google Drive students will access the learning material and syllabus, submit assignments (display projects), partake in online activities, and take tests. If students need help navigating Moodle, Google Drive, or email, contact the [Student Help Desk](#).

ZOOM

We will hold class lectures on Monday via Zoom with online lectures being delivered to students on Wednesday. Monday and Wednesday classes will be posted in Google Drive. Plan to attend via Zoom on Mondays with

CAMERAS ON AND NAMES VISABLE - THIS IS REQUIRED FOR ALL STUDENTS (unless you have worked out something with the instructor). Please note - you are not required to attend Monday's class, it's just recommended.

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ADOBE CREATIVE CLOUD

You will receive access to the Adobe Creative Cloud (CC) for Fall term. You will be required to download the platform onto your computer and install two design programs that are tied to the platform.

INTERNET ACCESS

In order to attend classes, watch lectures, and use the CC, you will need to have access to a computer with reliable internet service/access.

CLASSROOM POLICIES

BEHAVIOR & EXPECTATIONS

- Watch all lectures. Class will be held via Zoom once a week, you should use the other class day to watch the lecture for that week
- The course has been built sequentially, therefore keeping up with the assignments and projects is crucial to success
- Be prepared to spend extra time on your computers with Adobe programs
- Participate in discussions
- Be on time and prepared
- Give your full effort to course assignments and activities
- Do your own work except when working in groups as instructed

You are held accountable to the Student Code of Conduct, which outlines expectations pertaining to academic honesty (including cheating and plagiarism), classroom conduct, and general conduct.

ATTENDANCE, TARDINESS, & PARTICIPATION

Attendance is important for this class but not required. We will be going over new material in each class. Please contact a classmate for any missed notes and homework. You can also find each class recording on Google Drive.

COURTESY AND RESPECT

I encourage you to share your unique perspectives. This is a class where we can all learn from each other! Please be kind, constructive, and professional with your comments.

ASSIGNMENTS, ACTIVITIES, & GRADING

COURSE ACTIVITIES

This is a hands on design software class. Each week there will be a lesson with in-class demos, as well as hands on work. There will be four labs, two self-directed creative projects, two multiple choice quizzes, and a final exam.

The labs and self-directed projects will take time to complete as it's all new material. Please be aware of this and budget your time accordingly.

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QUIZZES AND FINAL EXAM

Students are required to complete two multiple choice quizzes. Quiz Make Up Policy: If you notify me in advance and have a legitimate reason for missing a quiz, I can work with you to reschedule. If you do NOT notify me in advance, you may not make up the quiz. *Our cumulative final exam will be held Monday, December 4th at 5:00pm (this might change as the term unfolds).*

COURSE MATERIALS AVAILABLE ONLINE

All class materials will be available through Google Drive. **Grades will be updated throughout the term and available on Moodle.**

GRADING

- | | |
|------------------------------|-----------------------------|
| • 4 Lab Exercises: 25% | A: 90 - 100% Excellent Work |
| • 2 Creative Projects: 25% | B: 80 - 89% Good Work |
| • 2 Quizzes: 15% | C: 70 - 79% Average Work |
| • Final Exam: Cumulative 20% | D: 60 - 69% Poor Work |
| • Folder mgmt.: 15% | F: 0 - 59% Failing Work |

This course is graded on an A-F scale. Incompletes are rarely given and must be discussed with the instructor.

METHOD OF EVALUATION

Evaluation will be based upon completion of all assigned exercises and projects. All assignments **MUST** be turned in on time. Unless you have notified me **WELL** in advance, there are no exceptions to this and the assignment will receive a zero if it's late. Assignments, policies, and schedule are subject to change upon instructor's discretion.

COLLEGE POLICIES

LBCC EMAIL AND COURSE COMMUNICATIONS

You are responsible for all communications sent via Moodle, Google Drive, and to your LBCC email account. You are required to use your LBCC provided email account for all email communications at the College.

BASIC NEEDS STATEMENT

Any student who has difficulty affording groceries or accessing sufficient food to eat every day, or who lacks a safe and stable place to live, and believes this may affect their performance in the course, is urged to contact the Roadrunner Resource Center for support (resources@linnbenton.edu , or visit us on the web www.linnbenton.edu/RRC under Student Support for Current Students). Our office can help students get connected to resources to help. Furthermore, please notify the professor if you are comfortable in doing so. This will enable them to provide any resources that they may possess.

DISABILITY AND ACCESS STATEMENT

LBCC is committed to inclusiveness and equal access to higher education. If you have approved accommodations through the Center for Accessibility Resources (CFAR) and would like to use your accommodations in this class,

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please contact your instructor as soon as possible to discuss your needs. If you think you may be eligible for accommodations but are not yet registered with CFAR, please visit the CFAR Website for steps on how to apply for services. Online course accommodations may be different than those for on-campus courses, so it is important that you make contact with CFAR as soon as possible.

STATEMENT OF INCLUSION

To promote academic excellence and learning environments that encourage multiple perspectives and the free exchange of ideas, all courses at LBCC will provide students the opportunity to interact with values, opinions, and/or beliefs different than their own in safe, positive and nurturing learning environments. LBCC is committed to producing culturally literate individuals capable of interacting, collaborating and problem-solving in an ever-changing community and diverse workforce.

TITLE IX REPORTING POLICY

If you or another student are the victim of any form of sexual misconduct (including dating/domestic violence, stalking, sexual harassment), or any form of gender discrimination, LBCC can assist you. You can report a violation of our sexual misconduct policy directly to our Title IX Coordinator. You may also report the issue to a faculty member, who is required to notify the Coordinator, or you may make an appointment to speak confidentially to our Advising and Career Center by calling 541-917-4780.

CAMPUS POLICE/EMERGENCY SERVICES

You may review emergency services and resources at the LBCC Public Safety website. Campus Safety can be reached using the 'Code 2' button on any campus phone or by dialing x411 on campus or (541) 917-4440 off campus. Dial 911 for off campus emergencies.

HONOR CODE

LBCC is dedicated to maintaining an optimal learning environment and insists upon academic honesty. To uphold the academic integrity of the institution, all members of the academic community, faculty, staff and students alike, must assume responsibility for providing an educational environment of the highest standards characterized by a spirit of academic honesty. You are required to do 100% of your own work from start to finish. This means that you may not use any part of the work done by another student or give your work to another student. If you are involved in any kind of cheating or plagiarism then you will be subject to discipline, up to and including automatically failing the assignment, failing the course or disciplinary action by the Dean of Students.

NONDISCRIMINATION POLICY

LBCC prohibits unlawful discrimination based on race, color, religion, ethnicity, use of native language, national origin, sex, sexual orientation, marital status, disability, veteran status, age, or any other status protected under applicable federal, state, or local laws.

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POLICY

In the event that there is room, those on the wait list will be added in the order that they appear on the wait list

I welcome open class discussion, and will be the first to admit I do not know everything. We will progress so as not to lose anyone. You can expect a reply to any email inquiry within 48 hours.

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Calendar

Week	Date	Lesson	Assignments
1	Sept. 25	Introduction, syllabus review, and file management	HW assigned: find design examples
	Sept. 27	Design Vocabulary	
2	Oct. 2	Introducing InDesign, Review homework, Lab 01 assigned	Lab 01
	Oct. 4	Design & Typographic principles	
3	Oct. 9	Lab 02 assigned	Lab 02
	Oct. 11	Typographic Categories, history of typography film	
4	Oct. 16	Creative Process, Brand Packages, Project 1 assigned	HW paper due, Project 1 introduction
	Oct. 18	Logo Usage	
5	Oct. 23	Quiz #1	Quiz #1
	Oct. 25	Work Day	
6	Oct. 30	Introducing Photoshop, Lab 03 assigned	Lab 03
	Nov. 1	Color & Design	

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All assignments **MUST** be turned in on by 5pm on the day the are due. Unless you have notified the instructor **WELL** in advance, there are no exceptions to this and the assignment will receive a zero if it's turned in after 5pm on the day it is due. Assignments and schedule are subject to change upon instructor's discretion.

For each assignment, one PDF needs to be uploaded to Moodle, AND the same PDF plus the design file needs to be uploaded to your student folder on Google Drive [found here](#).



Calendar cont...

Week	Date	Lesson	Work Due
7	Nov. 6	Lab 04 assigned	Lab 04
	Nov. 8	Stock Images & Copyright	
8	Nov. 13	Project 2 assigned	Labs 01-02 due at 5pm Project 2 introduction Project 1 due at 5pm
	Nov. 15	Working with PDFs	
9	Nov. 20	Quiz #2	Quiz #2
	Nov. 22	Work Day	
10	Nov. 27	Work in class	Labs 3-4 due at 5pm
	Nov. 29	Review for Final	
11	Dec. 4	Final Exam	Project 2 due at 5pm

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