

AD 10500 / BEGINNING TWO-DIMENSIONAL DESIGN / SPRING 2015

INSTRUCTOR INFO

NAME: Lindsay M. McCormick
EMAIL: allison3@purdue.edu
OFFICE: FPRD (Forest Products) 220E
HOURS: By Appointment

ABOUT THIS COURSE

You will be working three hours in studio and three hours in a computer lab each week. The content of this course deals with abstract design concept such as value, balance and variety, as they are applied to solving abstract problems. The depiction of recognizable objects is generally not what this course is about, and is discouraged.

THE ART AND DESIGN FOUNDATIONS DESIGN PROGRAM

The Foundations Design Program at Purdue consists of two sequential courses, AD 105 and AD 106. The Foundations Design Coordinator determines the content, format, requirements, and policies for these courses, not your instructor. The coordinator is also responsible for any disputes that may arise between students and instructors. If you have a problem or question regarding your class you are encouraged to discuss it with the Foundations Design Coordinator. You do not need to ask permission of your instructor to do so. You may contact the coordinator.

COURSE COORDINATOR

NAME: Rick Paul
EMAIL: rpaul@purdue.edu
OFFICE: PAO 3163 (HOURS POSTED ON DOOR)

EMAIL POLICY

All email correspondence regarding this course must be through your Purdue email account. Email from any email provider outside of Purdue may be ignored.

ART & DESIGN OFFICE

PAO 3121 (information, mailboxes, lockers, etc.)

PAO BUILDING HOURS

MON – FRI: 6:30am – 12:00pm
SAT & SUN: 6:30am – 7:00pm

REQUIRED MATERIALS

AD 105 TOOL KIT / available at Follett and University Bookstore
AD 105 PAPER KIT / available at Boiler Copy Maker, on the first floor of Purdue Memorial Union
TEXTBOOK: LAUNCHING THE IMAGINATION by Mary Stewart, 4th or 5th edition / rent, purchase, or digital DL
SKETCHBOOK / preferably made from recycled material

STORAGE LOCKERS

1. Choose any locker in the basement of PAO.
2. Go to the art and design office (PAO 3121) with your student ID, and a combination lock
3. Sign up for your locker

CLASS ATTENDANCE

Purdue University policy states that all students are expected to be present for every meeting of classes in which they are enrolled. All matters relative to attendance, including the make-up of missed work, are to be arranged between you and the instructor. Only the instructor can excuse you from classes or course responsibilities. In the case of an illness, accident, or an emergency, you should make direct contact with your instructor as soon as possible, preferably prior to class. If you are absent from classes for an extended time, we suggest you contact the Dean of Students Office. If the instructor cannot be reached directly a message should be left in the instructor's departmental mailbox or with the department secretary.

If you are absent from more than four consecutive AD 105 classes, you may wish to notify the dean of students.
DEAN OF STUDENTS: 765-494-1254

Additional Purdue required syllabus content can be found at: V:\FoundationsDesign\105\Syllabus
It is your responsibility to read this document.

UNIFORM ATTENDANCE POLICY FOR THE DIVISION OF ART AND DESIGN

REQUIRED ATTENDANCE / all scheduled class meetings and critiques, even if you have no completed work

UNPREPARED BUT PRESENT / being unprepared for class may cause you to be marked absent

LATE POLICY / arriving 15 minutes after the start of class is considered late, 3 LATES = 1 ABSENCE

DUE DATES: LATE / arriving late on a problem due date will result in your assignment being marked late

DUE DATES: ABSENT / turn the problem in before the due date, and your grade will not be reduced

MORE THAN 5 ABSENCES / your final grade will be reduced one letter grade

MORE THAN 7 ABSENCES / your final grade for the course will be "F"

IT IS YOUR RESPONSIBILITY TO KEEP A RECORD OF YOUR ATTENDANCE

OFFICIAL PLUS/MINUS GRADING SCALE FOR AD 105 / this grade system will be used to assign your final grade

A	100%–94%	C	76%–74%
A-	93%–90%	C-	73%–70%
B+	89%–87%	D+	69%–67%
B	86%–84%	D	66%–65%
B-	83%–80%	F	below 65%
C+	79%–77%		

GRADING SCALE

A Excellent

Clear and complete understanding of the concepts introduced by the assignment.
Creative and individual application of these concepts as applied to solving a given problem.
Sensitive use of materials and tools; excellent craftsmanship.
Extensive participation in class discussion and critiques.
Good work habits.

B Above average

Good understanding of the concepts introduced by the assignment.
Creative and individual application of these concepts in problem solving.
Good use of materials and tools, good craftsmanship.
Participation in class discussions and critiques.
Good work habits.

C Average

Average understanding of the concepts introduced by the assignment.
Average application of these concepts in problem-solving.
Some understanding of materials and tools.
Limited participation in class discussions and critiques.
Average work habits.

D or F Below average

Incomplete understanding of the concepts introduced by the problem.
Poor application of these concepts in problem solving.
Poor use of materials and tools.
Little or no class participation.

CELL PHONE AND SOCIAL MEDIA POLICY

Use of cell phones is not permitted in class. Texting, Facebook, Tweets and internet surfing are also not permitted in class. You may be asked to leave or be marked absent if you do not comply with this policy.

COMPUTER LABS AND VPA DRIVE

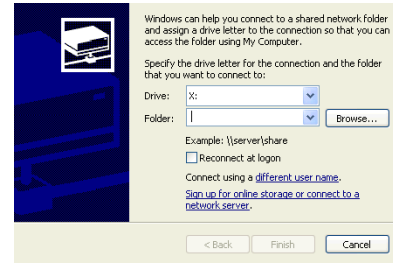
Purdue has many computer networks. The most commonly used is ITAP (Information Technology at Purdue). For more information visit: <http://www.itap.purdue.edu/tlt/lab/about.cfm>

All students registered at Purdue have an ITAP career account.
For more information visit: <http://www.purdue.edu/securepurdue/careeraccount/account.cfm>

The College of Liberal Arts has its own servers and network.
The CLA server, 1352-fs4.cla.purdue.edu, is where AD 10500 assignment descriptions, handouts, template files, and other helpful class files are kept for your use. This is where you will be asked to submit finished digital work.

CONNECTING TO THE VPA DRIVE

1. Open *My Computer*
 2. Click on *Tools > Map Network Drive*
 3. Select any empty drive letter
 4. For folder enter: [\\1352-fs4.cla.purdue.edu\VPAClasses](http://1352-fs4.cla.purdue.edu/VPAClasses)
 5. Check *Reconnect at logon*
 6. Click *Finish*
 7. Enter your career account user name/password when prompted.
- *Be sure that *libarts* is in front of your user name.
The entry should look something like this:
libarts\mycareeracc or libarts\rpaul



All documents, problem sheets, and examples for this course will be located in:
VPA drive > Foundations Design > 105 > Class Folders> Lindsay

IMPORTANT!

DO NOT upload working files on the VPA drive. Our class folder is for final submissions only. All files saved to the VPA Drive are subject to change or deletion. Therefore, work stored on the VPA server is not considered secure. Be sure to save a copy of all submitted files.

Files saved on an ITAP computer desktop may not be available from all computers. Always save your files to a USB drive or your personal H drive space, not the desktop.

When using template files from the VPA Drive, it is important NOT TO COPY OVER THE TEMPLATE!
Open the file, select "Save As" rename and save to your H drive, a USB drive or your desktop.

SUBMITTING WORK

LATE WORK / Late work is only accepted at the next class and will be reduced by one full letter grade
Being late to class on a due date will result in your problem being marked as late
DO NOT turn in work to the A&D office or your instructor's office

WET GLUE RULE / Work that has obviously been executed at the last minute will be considered late, to prevent damage

REDO CHANCE / You are permitted one "redo" over the course of the semester. If you choose to redo a problem, it is due by the last scheduled day of class. Your original grade will be replaced by the grade of the redo. Redo grade cannot be less than the original grade for the problem. You may not "redo" a problem that was not turned in for a grade.

DIGITAL WORK / All files turned in for a grade must include your name in the file name as show by the examples below using this format: lastname_firstname.jpg Follow any specific instructions on each assignment sheet.
File naming example: Albers_Josef.jpg
Files in the wrong format, misnamed, or that cannot be opened will not be graded.
Save all working files. These must be available for instructor review anytime throughout the semester.

STUDIO WORK / Every print or matted problem must have the following information included on the back.
Problems submitted without the below information will not be graded by your instructor.
Save all of your work until the end of the semester.

YOUR NAME	JOSEF ALBERS
AD 105-00 / INSTRUCTOR	AD 105-01 / L. MCCORMICK
DATE SUBMITTED	MARCH 1, 2015
PROBLEM NAME	SHAPE COLLECTION

SUSTAINABILITY

As educated artists or designers it is your responsibility to lead by example.
With sustainability in mind, no handouts, including this syllabus or problem sheets, will be printed for you.
It is YOUR responsibility to save a copy of any important documents where they will easily be accessible to you.
The VPA drive (where all AD 105 documents are located) and your personal H drive may not be available to you at home or in your dorm, so plan accordingly.
Save a copy to a USB flash drive.

PUTTING SUSTAINABILITY INTO PRACTICE

- Only print when absolutely necessary, print on the backside of scrap paper, or print double-sided
- Take advantage of the recycling facilities to recycle acceptable paper products and aluminum cans.
- Buy only recycled paper (100% post-consumer waste is best); Save scrap paper for making sketchbooks.
- Print small images for color tests to save ink.
- Be mindful of your material use. MINIMIZE WASTE and SCRAP. Use less and use thoughtfully.
- Turn off lights if you are the last person to leave the room.
- Bring your own reusable water bottle or coffee mug to school.
- Pack food in reusable containers instead of plastic bags and disposable wrapping.
- Recycle everything you can. Items made from recycled material save resources, use less water and energy, pollutes less, and keeps trash out of landfills.
- Consider purchasing from local businesses for your dorm/apartment or for school supplies. This helps the local economy and supports local business owners. Also consider buying used items, such as books and furniture.

DISABILITIES AND ADAPTIVE PROGRAMS STATEMENT

Students with disabilities must register with Adaptive Programs in the Office of the Dean of Students before classroom accommodations can be provided. If you are eligible for academic accommodations because you have a documented disability that will impact your work in this class, please schedule an appointment with the instructor as soon as possible to discuss your needs.

EMERGENCY STATEMENT

In the event of a major campus emergency, course requirements, deadlines and grading percentages are subject to changes that may be necessitated by a revised semester calendar or other circumstances. Here are ways to get information about changes in this course. Blackboard web page, and my email address: allison3@purdue.edu

COURSE EVALUATIONS STATEMENT

During the last two weeks of the semester, you will be provided with an opportunity to evaluate this course and your instructor(s). Purdue now uses an online course evaluation system. Near the end of classes, you will receive an official e-mail from administrators with a link to the online evaluation suite. You will have up to two weeks to complete this evaluation. Your participation in an integral part to this course and your feedback is vital to improving education at Purdue University. I strongly urge you to participate in the evaluation system.

ACADEMIC DISHONESTY STATEMENT

Purdue prohibits "dishonesty in connection with any University activity. Cheating, plagiarism, or knowingly furnishing false information to the University are examples of dishonesty." [Part 5, Section III-B-2-a, of University Regulations] Furthermore the university Senate has stipulated that "the commitment of acts of cheating, lying, and deceit in any of their diverse forms (such as the use of substitutes for taking examinations, the use of illegal cribs, plagiarism, and copying during examinations) is dishonest and must not be tolerated. Moreover, knowingly to aid and abet, directly or indirectly, other parties in committing dishonest acts is in itself dishonest." [University Senate Document 72-18, December 15, 1972]

PLAGIARISM STATEMENT

The Office of the Dean of Students will investigate instances of reported plagiarism and take appropriate actions. See the Dean of Students web page for descriptions of plagiarism and university plagiarism policies). <http://www.purdue.edu/univregs/studentconduct/regulations.html> All acts of plagiarism are violations of the University Academic Dishonesty Policy and will be dealt with according to procedures est. by the university.

REPRODUCTION OF STUDENT WORK STATEMENT

The Purdue University Department of Art and Design (School of Visual & Performing Arts) retains a non-exclusive right to reproduce all undergraduate and graduate student projects for the purpose of education, publication, promotion, illustration, advertising, trade in any manner or medium now known or later developed in perpetuity.