



Brookings-Harbor High School

Adobe InDesign Course Syllabus 2019

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Course Description

Adobe design products are used world-wide in the design and film industry. This course will focus on Adobe InDesign. You will learn beginning and intermediate techniques by watching ACA (Adobe Certified Associate) training videos and practicing the taught techniques. There will also be demonstrations, lectures, and videos from different sources to instruct and inspire your learning. Basic design principles will be discussed with each lesson. No previous experience is necessary to take this course.

Final Exam

Tuesday & Wednesday, June 11-12, 2019

Student Learning Objectives

The material taught in this class is based on the International Society for Technology in Education (ISTE) standards. Students in this program will seek to become a:

Digital Citizen

Student will recognize the rights and responsibilities of living, learning, and working in an interconnected digital world and practices safe, legal and ethical use of software and hardware.

Knowledge Constructor

Gather, locate, organize, analyze, evaluate and use information

Innovative Designer

Student uses a variety of technologies to create new, useful, and imaginative solutions. Student uses digital skills to produce creative products.

Creative Communicator

Student communicates clearly and creatively using platforms, tools, styles, formats, and digital media appropriately.

Global Collaborator



1. Ear buds or headphones in order to hear the many instructional videos
2. Book: *Learn Adobe Photoshop CC: Adobe Certified Associate Exam Preparation*. Available from Adobe Press
3. USB drives are great for backing-up your work in progress.



Grading Methodology

At Brookings Harbor High School teachers in all content areas will use proficiency based instructional and assessment practices to determine what students know and can do. Students will be assessed using multiple measures. A five point grading scale with corresponding letter grades of A, B, C, D and F will be entered for each assignment and assessment. Students will be assessed on summative and formative assessments. Rubrics with Common Core State Standards will be used. Formative assessments can include independent practice that is completed outside of class of up to ten percent of a student's overall grade. This independent practice will be aligned to Oregon's Career Related Learning Standards and Common Core State Standards.

Methodology for grading will include formative and summative assessments. Formative assessments are there for the purpose of frequently assessing skills throughout a unit or in process of acquiring the necessary skills in order to demonstrate proficiency in multiple opportunities and various contexts. The foundation of Common Core is that a student is constantly provided opportunities to attain mastery in order to prepare for college and career and reach their academic goals.

Academic Honesty: Plagiarism And Cheating

Cheating, plagiarism, and other acts of academic dishonesty are regarded as serious offenses. Instructors have the responsibility to submit, in a written report to the Vice Principal any such incident that cannot be resolved between the instructor and student. Academic cheating is defined as "The intentional submission for evaluation to a college instructor or administrator of material based, in part, on a source or sources forbidden by generally accepted standards or by regulation established by the evaluator and disclosed in a reasonable manner."

Grading Scale:

- A = 5 and/or 90%-100%
- B = 4 and/or 80%-89%
- C = 3 and/or 70%-79%
- D = 2 and/or 60%-69%
- F = 1 and/or 50%-59%

GRADING	
20%	ACA Test Prep Quizzes
30%	Class Projects
25%	Portfolio of Work
10%	Extra Work
15%	Final Exam

Extra Work Example: Click on the Adobe Tutorials button, create a project on your own and turn it in.

InDesign Term Calendar

**The instructor reserves the right to alter the course calendar*

Students will read and watch tutorials by Jon Gordon at ACA Test prep.com

Week	Description
1: Jan 28-Feb 1	<ul style="list-style-type: none"> • How to Prepare for Industry Exams • Creative, Communication & Cooperative Skills • The InDesign Interface • Organizing your data: Creating Folders, File formats • Importing and Opening images into InDesign
2: Feb 4-8 3: Feb 11-15 4: Feb 18-22	<ul style="list-style-type: none"> • ACA Test Prep lessons 1.01-1.19 Conference Poster • Interface, Shortcuts, layers, color, proportions
5: Feb 25-Mar 1 6: Mar 4-8	<ul style="list-style-type: none"> • ACA Test Prep lessons 2.01-2.15 Yearbook Spread • photo placement, resizing, cropping, drop caps, text
7: Mar 11-15 8: Mar 18-22	<ul style="list-style-type: none"> • ACA Test Prep lessons 3.01-3.16 Menu • workspace, fonts, styles, text wrap, interactive pdf
9: Mid-Semester Finals	
10: Apr 8-12 11: Apr 15-19	<ul style="list-style-type: none"> • ACA Test Prep lessons 4.01-4.14 Graphic Resume • styling, revisions, icons, graphs
12: Apr 22-26 13: Apr 29-May 3 14: May 6-10	<ul style="list-style-type: none"> • ACA Test Prep lessons 5.01-5.24 Perfect Portfolio • master pages, swatches, exporting pages, transparencies
15: May 13-17 16: May 20-24	<ul style="list-style-type: none"> • Newsletter layout for school newsletter
17: May 28-31	<ul style="list-style-type: none"> • Student choice project: Interactive .pdf file
18: June 3-7	Final Project
19: June 10-12	Course Final Exam

Tips for Student Success

Learning Adobe software can be very frustrating and challenging. I am always here to assist, but the majority of the learning happens when the user solves the problems on their own. Most professionals attribute their learning to amount of "seat time" they have spent at the computer. The longer the student is exposed to the software interfaces, the more familiar the solutions become. Patience is the key when learning a software program. **PERSEVERANCE** is very important in this class.

Academic Support at BHHS

- An Extended School Day bus will be available to all students each Tuesday, Wednesday and Thursday after school, starting the third week of school, so that students will be able to get extra help from teachers or form study groups on those days. The bus(es) will leave at 4:30 pm.
- Below, list the names of two or three students in this class who will agree to help you if you have questions, or who might be interested in forming a study group for Tuesdays/Thursdays

Classroom Behavior Expectations and Consequences

In accordance with BHHS school wide expectations, students in this class will exhibit behaviors of Bruin PRIDE:

- Perseverance
- Respect
- Integrity
- Diversity
- Excellence

In my classroom, this means that student will:

- *not bring food or beverages into the computer lab*
- *come prepared to work hard*
- *refrain from playing games or using social media on the computers*

Given the disruptive potential posed by cell phones, students are required to keep cell phones off during class

If a student does not understand my expectations, I will re-teach them so that the student understands. If the student is actively choosing not to meet basic classroom expectations, the following consequences will apply:

1st consequence = reteach my expectations / conference after class

2nd consequence = parent contact

3rd consequence = assign student to stay after school in my classroom on Tues. or Thurs. Student will take the Extended School Day bus home

4th consequence = administrative referral / consequence to be determined by administration

Student Agreement

I have received the class syllabus for this course and I understand the guidelines and expectations for this course.

Date:

Printed name:

Signature: