

# DIGITAL ART I

## COURSE INFO

TR 11:00 AM - 12:15 PM  
Communications Studio, FPAC  
Reinhardt University  
3 Credits

Project handouts, tutorials, examples, resources, and other supplemental materials are available on Canvas.

## INSTRUCTOR

Ashley S. Calicchia, M.F.A.  
You may refer to me as Professor Calicchia or Ashley.  
ASC@reinhardt.edu  
Office: Fincher 0032

## Office Hours

Tuesday & Thursday  
2:00 - 5:00 PM  
By Appointment

## COMMUNICATION

The best way to reach me is through the Canvas messenger. I do not have Outlook on my phone and only check my email once a day during traditional business hours.

Notifications regarding class cancellations and other important updates will be shared through the 'Announcements' section on Canvas.

## COURSE OBJECTIVES

The primary objective of this class is to develop a foundational understanding of Adobe Photoshop's interface, tools, and basic techniques. This course aims to equip students with the essential skills needed to navigate the software confidently, manipulate images, and create basic digital artworks. By the end of the course, students should be able to create and edit images, understand fundamental design principles, and establish a solid groundwork for further exploration in the field of digital art and graphic design. Additionally, the course may foster creativity, critical thinking, and problem-solving skills while introducing students to the broader world of digital visual communication.

## INSTRUCTIONAL METHODS

This class operates as a studio course where students are expected to produce artwork in order to achieve the designated course outcomes. While a substantial portion of the coursework will be carried out during scheduled class hours, it is important to note that certain deadlines might necessitate additional work outside of the classroom setting.

## PARTICIPATION

Active participation is a fundamental expectation in this class. You are encouraged to contribute your viewpoints during classroom discussions and engage actively in critique sessions. During studio sessions, it is essential to arrive prepared, which entails bringing the required tools and supplies, adhering to assignment deadlines, engaging earnestly with your projects, seeking clarification through questions, and fostering collaborative interactions with your fellow students.

## ATTENDANCE & ABSENCES *(including excused and unexcused)*

Attendance will be documented solely for administrative purposes and will not directly influence your assignment grades or overall class average.

I will cover each topic only once. In the event that a student arrives late or is absent during discussions about a project, workshop, etc., it becomes the student's responsibility to refer to Canvas or obtain notes from a fellow classmate.

For instances where a student is absent on an assignment's due date, the student must submit the project via email or Canvas by 11:59 PM on that day. This is essential for the submission to be considered on-time.

# COURSE POLICIES

## LATE WORK POLICY

Assignments turned in on time will receive a 5% bonus. Late work submitted within 48 hours of the due date will not incur penalties but will not be eligible for the bonus. For late work submitted after the 48-hour grace period, a deduction of 10% per day late will apply. Late submissions will not be accepted beyond 10 days past the assignment due date.

### Examples:

On-time:  $95/100 + 5\% = 100\%$  (A)

1-2 Days Late:  $95/100 = 95\%$  (A)

3 Days Late:  $95/100 - 10\% = 85\%$  (B)

4 Days Late:  $95/100 - 20\% = 75\%$  (C)

Students are entitled to a waiver of the late penalty for ONE assignment of their choosing, with no questions asked.

## EXTENUATING CIRCUMSTANCES

Sometimes, circumstances beyond your control can impact your ability to submit work on time or attend class. If you encounter an extenuating circumstance, it's essential to inform me within 48 hours. Suitable accommodations will then be provided to you. Please note that the circumstance must be supported by appropriate evidence, such as a doctor's note.

### The following situations are regarded as extenuating circumstances:

- Bereavement
- Illness or Injury
- Court Attendance
- Anything severe, exceptional, and/or unforeseen and unavoidable in nature

### The following situations are NOT considered extenuating circumstances:

- General Pressure of Academics
- Computer/WiFi/Tech Problems
- Athletics: Games/Travel/Practice
- Extra-Curricular Activities\*
- Personal/Family Vacations
- Work Schedule

\*Accommodations will be provided for athletes; however, students must notify me at least one week in advance.

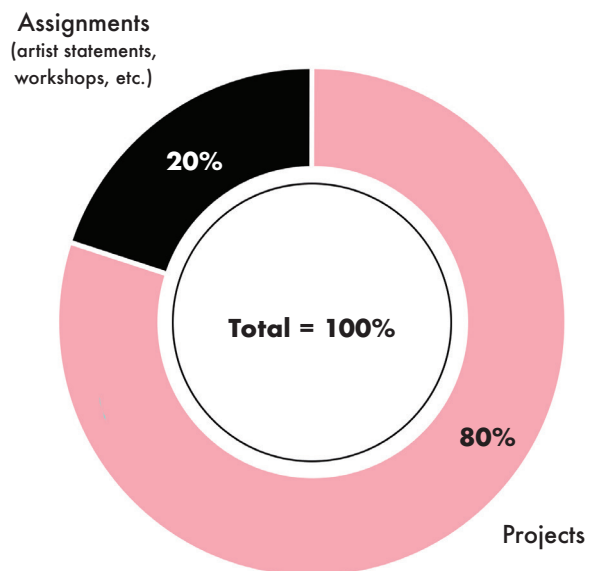
## PLAGIARISM POLICY

This course values academic integrity and the development of your original thoughts and ideas. While you are welcome to use resources, including ChatGPT, as tools for learning and research, it's crucial to uphold the principles of honesty and authenticity in your work. Plagiarism, or presenting someone else's work, ideas, or words as your own, is a serious offense and goes against Reinhardt University's Honor Code.

## COMPLETE GRADING BREAKDOWN

### SEMESTER GRADING

Your semester grading breaks down as follows:



## DEFINITION OF GRADES

**A:** Exceptional mastery of Photoshop tools and techniques, showcasing creative prowess in digital art creation.

**B:** Strong grasp of Photoshop fundamentals with creative application, displaying skillful use of techniques and thoughtful composition in digital art.

**C:** Adequate understanding of Photoshop basics, demonstrating effort but lacking consistency in executing digital art projects or displaying originality.

**D:** Limited application of Photoshop principles, noticeable inconsistencies, and lack of attention to detail in digital art projects.

**F:** Minimal understanding of Photoshop's digital art concepts, displaying significant deficiencies in execution and composition of digital artworks.

**Extra Credit:** Extra credit opportunities are occasionally offered at the instructor's discretion. Extra credit involves completing supplementary tasks and is not intended to replace any mandatory assignments.

# COURSE SCHEDULE

## WEEK ONE

Tuesday, August 15 - First Day of Class  
Thursday, August 17 - Project One

## WEEK TWO

Tuesday, August 15 - Project One  
Thursday, August 17 - Project One

## WEEK THREE

Tuesday, August 29 - Project One  
Thursday, August 31 - Project One

## WEEK FOUR

**Tuesday, September 5 - Project One + Artist Statement Due**  
Thursday, September 7 - Project Two

## WEEK FIVE

Tuesday, September 12 - Project Two  
Thursday, September 14 - Project Two

## WEEK SIX

Tuesday, September 19 - Project Two  
Thursday, September 21 - Project Two

## WEEK SEVEN

Tuesday, September 26 - Project Two  
**Thursday, September 28 - Project Two + Artist Statement Due**

## WEEK EIGHT

Tuesday, October 3 - Project Three  
**Thursday, October 5 - Fall Break (No Class)**

## WEEK NINE

Tuesday, October 10 - Project Three  
Thursday, October 12 - Project Three

## WEEK TEN

Tuesday, October 17 - Project Three  
Thursday, October 19 - Project Three

## WEEK ELEVEN

Tuesday, October 24 - Project Three  
**Thursday, October 26 - Project Three Due + Artist Statement Due**

## WEEK TWELVE

**Tuesday, October 31 - Halloween**  
Thursday, November 2 - Project Four

## WEEK THIRTEEN

Tuesday, November 7 - Project Four  
Thursday, November 9 - Project Four

## WEEK FOURTEEN

Tuesday, November 14 - Project Four  
Thursday, November 16 - Project Four

## WEEK FIFTEEN

Tuesday, November 21 - Last Day of Class

## FINAL EXAMS

**Tuesday, November 28 @11:15 AM - Project Four + Artist Statement Due**

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**Daily Assignments:** Certain studio sessions will involve project checks and participatory workshops. Attending classes and consistently checking Canvas will facilitate your progress and ensure you remain on schedule.

# SUPPLIES

Adobe Creative Cloud (CC) will be accessible to all students in the Communications Studio of FPAC. Students are welcome to use the Macs available in the studio both during class and when the studio is unoccupied. Students may purchase Adobe Photoshop for their personal laptops or computers, but it is not required for this class.

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**Textbook:** There is no required text for this class.

Assigned readings will be provided as free resources on Canvas.

# UNIVERSITY POLICIES

## FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT (FERPA)

Faculty may only communicate with students through Reinhardt University email. Emails from other domains (yahoo.com, gmail.com, etc.) will not be read or receive replies due to the Family Educational Rights and Privacy Act (FERPA).

## ACADEMIC DISHONESTY

Cases of academic dishonesty are viewed as a serious violation of the Honor Code. Examples of academic dishonesty include, but are not limited to:

- Cheating on quizzes or exams, including sharing answers with students in other sections of the course.
- Including information in written assignments without proper citations.
- Copying homework assignments.

Any incidents of any type of academic dishonesty will result FIRST in a student receiving a ZERO for the assignment. Further incidents will result in a student receiving an F for the course.

## Official RU Statement regarding Academic Integrity

"All students are expected to adhere to the highest standards of academic integrity, and to abide by the Reinhardt Honor Code. Also, all students are expected to be familiar with the Reinhardt policy on academic dishonesty stated in the University Catalogue and in the Student Handbook. Plagiarism (Using ideas and phrases of others without crediting them, therefore, claiming those ideas and phrases as your own) will not be tolerated in this course or on this campus. To avoid such academic dishonesty, you must use a citation (footnote or in text) for all ideas drawn from your reading and research, including research in encyclopedias and online, even when you have restated those ideas in your own words."

## STUDENT RESOURCES

### Academic Support Services

"The Americans with Disabilities Act (ADA) is a federal anti-discrimination statute that provides comprehensive civil rights protection for persons with disabilities. Among other things, this legislation requires that all students with disabilities be guaranteed a learning environment that provides for reasonable accommodation of their disabilities. If you have a documented disability requiring an accommodation, please contact the Academic Support Office (ASO).

Reinhardt University is committed to providing reasonable accommodations for all persons with disabilities. Therefore, if you are seeking classroom accommodations under the Americans with Disabilities Act, you are required to register with the Academic Support Office (ASO). ASO is located in the basement of Lawson Building. Phone is (770)720-5567. To receive academic accommodations for this class, please obtain the proper ASO letters/forms."

### Center for Student Success (CSS)

The Center for Student Success (CSS) is located at the lower floor of Lawson, room 035. CSS offers free peer and faculty tutoring for all subjects. More information is available at <https://www.reinhardt.edu/academic-resources/center-for-student-success/>

### Academic Calendar

Please review the Academic Calendar for the last date to drop the course or other registration issues at: <https://www.reinhardt.edu/student-life/student-services-resources/registrar/academic-calendar/>

### Counseling Services

If you are experiencing difficulty of any type, please understand that the Reinhardt University faculty care about you as an individual. You may speak with any of us at any time. In addition, if you are having personal, familial, or educational, difficulties and would like to speak with a trained counselor, students may schedule a counseling appointment. <https://www.reinhardt.edu/student-life/student-services-resources/counseling-services/>

### Assistance with SON Technology

Reinhardt University (RU) provides technical assistance through the "Help Desk". Laptops must have wireless connectivity and those older than 2 years are unacceptable. In addition, it is the student's responsibility to contact tech support for resources used to gain assistance.

### Reinhardt University Student Handbook

Accessible on-line at <https://www.reinhardt.edu/student-life/student-services-resources/student-handbook/> (Links to an external site.)

### Campus Nurse within the Student Health Center

[studenthealthcenter@reinhardt.edu](mailto:studenthealthcenter@reinhardt.edu)  
770-720-5542

### Public Safety

Non-Emergency Phone: 770.720.5789  
Emergency Phone: 770.720.5911  
[publicsafety@reinhardt.edu](mailto:publicsafety@reinhardt.edu)

### Dean of Students – Dr. May

[deanofstudents@reinhardt.edu](mailto:deanofstudents@reinhardt.edu)  
770-720-5540

### Office of the Vice President for Academic Affairs – Dr. John Miles

[VPAA@reinhardt.edu](mailto:VPAA@reinhardt.edu) or  
[John.Miles@reinhardt.edu](mailto:John.Miles@reinhardt.edu)