Academy for the Arts, Science and Technology
895 International Drive
Myrtle Beach, SC 29579
Phone: 843-903-8460

Image Editing 1 Syllabus
Instructor: **Lesley Etherson**
Rm: 614
Email: letherson@horrycountyschools.net
Planning Period 9:35AM-10:50AM

PROGRAM DESCRIPTION: The ever changing and global technological advancements offer newer and broader opportunities in the creative industry. The Image Editing 1 class prepares students for a multitude of careers in the graphic design field. This class provides instruction in layout, computer design, electronic art, color enhancement, and digital photography. Students use design concepts, principles, and processes that meet client expectations using Adobe Creative Suite Software. Career development and employability skills are the foundation of all career and technology education. Students will compile their work for inclusion in an electronic portfolio, for use in this program of study, the workforce, or postsecondary education.

Image editing tools are used by industry professionals to edit and enhance most images presented in magazines, newspapers and other media. This course is designed to provide students with the knowledge and skills needed to master image manipulation and photographic retouching. Students will explore the technical and artistic aspects of image editing by creating images to be used in various types of media.

Course Activities
A variety of learning activities will be used, including, but are not limited to:

Project based learning	Classroom discussions	Field experiences
Service activities	Online research	Group activities
Oral presentations…..Blended Learning Strategies		Art Critique

The Career Technology in Education (CTE) standards are designed to prepare South Carolina learners to meet new challenges in college and career readiness through contextual knowledge, training, and life and career skills that will create a better-prepared workforce for tomorrow. The Image Editing 1 standards clarify and define a progression of learning in user-friendly language that learners can easily interpret. The standards documents help motivate learning by showing how to set achievable goals, self-assess, and chart progress. Learners take ownership of their individual digital art development.

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CTE standards are:

A. SAFETY
Effective professionals know the academic subject matter, including safety as required for proficiency within their area. They will use this knowledge as needed in their role. The following accountability criteria are considered essential for students in any program of study.
1. Review school safety policies and procedures.
2. Review classroom safety rules and procedures.
3. Review safety procedures for using equipment in the classroom.
4. Identify major causes of work-related accidents in office environments.
5. Demonstrate safety skills in an office/work environment.

B. STUDENT ORGANIZATIONS
Effective professionals know the academic subject matter, including professional development, required for proficiency within their area. They will use this knowledge as needed in their role. The following accountability criteria are considered essential for students in any program of study.
1. Identify the purpose and goals of a Career and Technology Student Organization (CTSO).
2. Explain how CTSOs are integral parts of specific clusters, majors, and/or courses.
3. Explain the benefits and responsibilities of being a member of a CTSO.

4. List leadership opportunities that are available to students through participation in CTSO conferences, competitions, community service, philanthropy, and other activities.
5. Explain how participation in CTSOs can promote lifelong benefits in other professional and civic organizations.

C. TECHNOLOGY KNOWLEDGE
Effective professionals know the academic subject matter, including the ethical use of technology as needed in their role. The following accountability criteria are considered essential for students in any program of study.
1. Demonstrate proficiency and skills associated with the use of technologies that are common to a specific occupation.
2. Identify proper netiquette when using email, social media, and other technologies for communication purposes.
3. Identify potential abuse and unethical uses of laptops, tablets, computers, and/or networks.
4. Explain the consequences of social, illegal, and unethical uses of technology (e.g., cyberbullying; piracy; illegal downloading; licensing infringement; inappropriate uses of software, hardware, and mobile devices in the work environment).
5. Discuss legal issues and the terms of use related to copyright laws, fair use laws, and ethics pertaining to downloading of images, photographs, documents, video, sounds, music, trademarks, and other elements for personal use.
6. Describe ethical and legal practices of safeguarding the confidentiality of business related information.
7. Describe possible threats to a laptop, tablet, computer, and/or network and methods of avoiding attacks.

D. PERSONAL QUALITIES AND EMPLOYABILITY SKILLS
Effective professionals know the academic subject matter, including positive work practices and interpersonal skills, as needed in their role. The following accountability criteria are considered essential for students in any program of study.

1. Demonstrate punctuality.
2. Demonstrate self-representation.
3. Demonstrate work ethic.
4. Demonstrate respect.
5. Demonstrate time management.
6. Demonstrate integrity.
7. Demonstrate leadership.
8. Demonstrate teamwork and collaboration.

9. Demonstrate conflict resolution.

10. Demonstrate perseverance.

11. Demonstrate commitment.

12. Demonstrate a healthy view of competition.

13. Demonstrate a global perspective.

14. Demonstrate health and fitness.

15. Demonstrate self-direction.

16. Demonstrate lifelong learning.

E. PROFESSIONAL KNOWLEDGE

Effective professionals know the academic subject matter, including positive work practices and interpersonal skills, as needed in their role. The following accountability criteria are considered essential for students in any program of study.

1. Demonstrate effective speaking and listening skills.

2. Demonstrate effective reading and writing skills.

3. Demonstrate mathematical reasoning.

4. Demonstrate job-specific mathematics skills.

5. Demonstrate critical-thinking and problem-solving skills.

6. Demonstrate creativity and resourcefulness.

7. Demonstrate an understanding of business ethics.

8. Demonstrate confidentiality.

9. Demonstrate an understanding of workplace structures, organizations, systems, and climates.

10. Demonstrate diversity awareness.

11. Demonstrate job acquisition and advancement skills.

12. Demonstrate task management skills.

13. Demonstrate customer-service skills.

F. DESIGN PRINCIPLES/PROJECT REQUIREMENTS (IMPLEMENTED THROUGHOUT COURSE)

Effective professionals can demonstrate the effective use of design principles and project management requirements, as needed in their role. The following accountability criteria are considered essential for students in the Digital and Web Communications program of study.

1. Identify the purpose, audience, and audience needs for preparing images.

2. Summarize how designers make decisions about the type of content to include in a project, including considerations such as copyright, project fit, permissions, and licensing.

3. Demonstrate and communicate knowledge of design process (identify the problem, brainstorm, design, build, test and evaluate, redesign, share/present solution).

G. DESIGN ELEMENTS

Effective professionals demonstrate knowledge of basic design principles and best practices, as needed in their role. The following accountability criteria are considered essential for students in the Digital and Web Communications program of study.
1. Understand key terminology related to digital images.
2. Demonstrate knowledge of basic design principles and best practices employed in the visual design industry.
     a. Demonstrate knowledge of typography and its use in visual design.
          i. Use the terminology related to type including font, point size, and line space.
          ii. Demonstrate effective use of type fonts.
          iii. Determine appropriate typographic choices for a graphic design.
          iv. Demonstrate effective use of character and paragraph spacing.
          v. Apply style to text through proper use of fonts, weight, and color.
     b. Demonstrate knowledge of color and its use in digital images.
          i. Demonstrate effective use of color.
          ii. Use color tables (e.g., hue and saturation).
     c. Demonstrate knowledge of image resolution, image size, and image file format for web, video, and print.
          i. Determine appropriate resolution for project requirements (web vs. print).
          ii. Determine appropriate image size for project use (e.g., web banners, flyers, posters, portraits, backgrounds, etc.).
          iii. Explain the impact resolution and image size has on file size.
          iv. Determine appropriate background setting for an image (i.e., transparent, black, white, color).
          v. Compare and contrast various image formats (i.e., JPEG, GIF, PSD, TIFF, PNG, and RAW).
     d. Demonstrate knowledge of various layout principles (e.g., proportion, balance, symmetry, whitespace, etc.).

H. UNDERSTANDING IMAGE EDITING TOOLS AND WORKSPACE
Effective professionals demonstrate effective knowledge and use of software image editing tools and the workspace, as needed in their role. The following accountability

criteria are considered essential for students in the Digital and Web Communications program of study.

1. Identify elements of the workspace and demonstrate knowledge of their functions.
2. Identify and define the functions of commonly used Panels, including the Properties, Layers, Brushes, Adjustments, and Type panels.
3. Define the functions of commonly used tools, including selection, drawing, painting, type, and vector shape tools.
4. Navigate, organize, and customize the workspace.
5. Use non-printing design tools in the interface, such as rulers and guides.
6. Demonstrate knowledge of layers and masks.
7. Manage colors, swatches, and gradients.
8. Manage brushes, symbols, graphic styles, and patterns.

I. CREATING AND MANIPULATING IMAGES

Effective professionals demonstrate appropriate skills for creating and manipulating images, as needed in their role. The following accountability criteria are considered essential for students in the Digital and Web Communications program of study.

1. Demonstrate the creation of a new project based on project requirements.
2. Demonstrate the ability to import assets from various sources into a project.
   a. Download images from the Internet.
   b. Transfer images from removable media.
   c. Capture images using a scanner.
   d. Transfer images from a digital, video, or web camera.
3. Demonstrate the effective use of various selection tools.
   a. Make selections using various selection tools.
   b. Move selection contents.
   c. Save and load selections.
   d. Transform and edit a selection.
   e. Combine the use of selection tools.
   f. Fill and stroke a selection.
4. Transform and edit images (e.g., crop, rotate, scale, skew, and straighten).
5. Create and manage layers and masks as necessary to meet project requirements.
   a. Create, duplicate, rearrange and merge layers.
   b. Create Layer Groups to organize and manage documents.
   c. Use layer styles and adjustment layers.
   d. Create a text and shape layers.
   e. Create and edit a quick mask.
   f. Create and edit a layer mask.
   g. Save a selection as a mask.

      h. Load a mask as a selection.

      i. Create and apply effects using a gradient mask.

6. Demonstrate the use of basic retouching techniques to restore a digital image

      a. Correct exposure errors to improve color, contrast, and tone.

      b. Restore images, correct damage, and reconstruct missing image information.

      c. Retouch photos to modify skin, makeup, and hair.

7. Compare and contrast destructive and nondestructive editing.

8. Create and edit vector graphics using shapes and paths.

9. Add and manipulate type.

10. Apply various filters and filter effects.

J. PUBLISHING IMAGES

Effective professionals demonstrate appropriate skills for publishing images, as needed in their role. The following accountability criteria are considered essential for students in the Digital and Web Communications program of study.

1. Prepare images for export to web, print, and video.

2. Export or save digital images to various file formats (e.g., editable, print, web, commercial print).

3. Prepare images for export to web, print, and video. a. Optimize images to balance need for detail against file size (e.g., flatten, compression ratio, size). b. Compare and contrast the benefits of various file types (e.g., GIF, JPEG, PNG, WBMP).

4. Explain lossy and lossless compression.

5. Export or save digital images to various file formats (e.g., editable, print, web, commercial print).

K. CAREER DEVELOPMENT

Effective professionals demonstrate appropriate career-ready skills, as needed in their role. The following accountability criteria are considered essential for students in the Digital and Web Communications program of study.

1. Identify careers that incorporate image editing skills.

2. Explain the role of portfolios in the design industry.

3. Assemble a portfolio including a variety of original student-created work.

4. Create a biographical narrative to include in the portfolio.

L. ADVANCED IMAGE EDITING (OPTIONAL)

Effective professionals demonstrate advanced image editing skills, as needed in their role. The following accountability criteria are considered essential for students in the Digital and Web Communications program of study.

1. Create and transform a Smart Object.

2. Create and edit 3D Text and Objects.

3. Create and apply actions and automation.

4. Create and slice a website mockup.

5. Create and animate graphics and video.

- **COURSE MATERIAL REQUIREMENTS:**
    - ✓ **Agenda** to write down assignments
    - ✓ **Pencils and Pens**
    - ✓ **Wireless mouse** (not mandatory but many students find it helpful)
    - ✓ **Headphones** (you will use these many times in my class and other classes)
    - ✓ **USB drive** (at least 32GB)

- **GRADING POLICIES**

Each quarter grade will be calculated as follows:		Final course grade will be calculated as follows:		Grade Scale	
Major Assignments (High)	**50%**	Quarter 1	40%	**A**	**90-100**
Mid-level Assignments (Mid)	**30%**	Quarter 2	40%	**B**	**80-89**
Practice Work Assignments (Low)	**20%**	Final Exam	20%	**C**	**70-79**
				D	**60-69**
				F	**50-59**

The student is responsible for maintaining his/her own grades/averages. These grades can be accessed online through the Power Schools program. Most assignments will be turned in electronically through Google Classroom.

Cheating and Plagiarism
Cheating and plagiarizing another's work is a serious offense and will be dealt with accordingly. Cheating is detailed in the AAST Student Handbook. Cheating or plagiarism will result in the student's receiving a "0" on the assignment in question. Parents and administration will be contacted.

Homework
Homework will **not** be excessive in this class and will typically be posted in Google Classroom.

Late Work: Deduction of 10% each day for any late assignment.
 "**BEST WORK, FIRST TIME, ON TIME**"

Make-up Assignments
The student is responsible for making up all work that was missed while he/she was absent. Assignments are due within the same time frame as the original assignment, unless multiple days have been missed, in which case the student should discuss a time frame for make-up assignments.
- If a student is absent because of a school field trip, he or she is responsible for obtaining all work before the trip and returning to class with the assignment

completed. Failure to do so will result in the student earning only partial credit on the late assignment.
- If a student is present when an activity is assigned and is then absent on the due date, the assignment is due on the day the student returns to school.
- Discussions about assignments from absent periods will not be discussed during class time. Please arrange to see the instructor at another time.

Google Classroom
Classroom.google.com is an online communication resource that will be used extensively in every class. It is expected that students will login to the site **daily** to check for assignments, turn in assignments, and read any other important class information.

Final Exam
Students will have a final exam in this class.

Use of Student work
Student work may be used and displayed on the AAST websites and or social media, hallways, and in art shows around the State.

Failure to comply with these rules will result in one or more of the following consequences:

1. Warning
2. Student-Teacher Conference
3. Parental Contact
4. Discipline Referral

Electronic Devices
Technology will be used in the classroom under the express direction of the teacher. Any use not specifically authorized by the teacher is a violation of the technology code. All students must abide by the Horry County Schools technology code.

Food/Drinks
Per school mandate, food and drinks are not permitted in computer labs.

Restroom Breaks During Class – please keep in mind that our class is only 80 minutes
Restroom breaks will be allowed during independent practice time, as long as the student does not take advantage of this policy.

PARENT/ GUARDIAN RESPONSIBILITIES

AAST is an academically rigorous school. For students to do well, they need the loving help and active support of the adults in their homes. When parents/guardians, students and teachers work as a team, student performance improves dramatically. To help

ensure student success, parents/guardians are expected to take responsibility for the following items:

- Allow your child to be creative and create artwork at home.
- Schedule doctor appointments and family vacations outside of school hours.
- Help your child use his or her planner to stay organized and on task.
- Check grades online regularly and talk with your child about his or her progress.
- Communicate with teachers via phone or email regarding any questions that you have.
- Communicate any special circumstances that may inhibit your child's progress at school.

Classroom Expectations

Successful Team Players: I will be a reliable and positive member of the school community.	I will… ● Cooperate with adults to resolve conflicts. ● Follow teacher guidelines with substitutes. ● Follow adult instructions during emergency drills. ● Follow all regulations to ensure the safety of myself and others.
Personal Responsibility I will be accountable for my choices and my actions	I will… ● Be to class on time ● Stay in my assigned seat unless directed otherwise by the teacher ● Respect myself, others, and materials ● Not bring food or drink into the classroom ● Have all my materials and be ready for class ● Use appropriate tone and volume of voice ● Keep my hands, feet, and objects to myself ● Dress according to the handbook guidelines

	- Return materials and furniture to proper location - Safely stow my personal property - Use technology responsibly, ethically, and according to the Horry County Technology Policy - Never use my cell phone. It will be turned off and silent during class, unless required for an assignment.
Academic Achievers I will give my best effort toward a high level of achievement.	I will... - Do work that reaches the high expectations of myself, my family, my class and the school community. - Ask for help when needed. - Complete all tasks on time. - Use good manners. - Model good citizenship; be good/helpful to others.
Respectful I will be considerate and cooperative.	I will… - Listen to others when they speak. - Use appropriate language. - Recognize and address adults properly. - Respect school property. - Respect everyone's personal space.

Trustworthy	I will…
I will be honest and trustworthy.	- Complete my own work. - Own up to my actions- right or wrong. - Make an adult aware of <u>anything</u> that could be a threat to the safety of someone in my class or the school community. - Ask permission before using others' property.

I am really looking forward to working with you and your student this year.

Lesley Etherson

"Photography takes an instant out of time, altering life by holding it still."
- <u>Dorothea Lang</u>e

"There is one thing the photograph must contain, the humanity of the moment."

— Robert Frank

"To me, photography is an art of observation. It's about finding something interesting in an ordinary place… I've found it has little to do with the things you see and everything to do with the way you see them."

— Elliott Erwitt

Animation is not the art of drawings that move but the art of movements that are drawn.
Norman McLaren