

GRA 3198c Image Form Meaning
Tuesday & Thursday, Periods 5-7
Room 314 Fine Arts C

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School of Art and Art History
University of Florida
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SYLLABUS

Description. This is a studio-based design course that introduces the principles and practices of communicating through images and illustration. We will engage in readings, research, discussion, critique, demos, exercises, and creative projects. This course is composed of a set of exercises and two major projects.

Topics and Objectives. The projects, exercises, discussions, and activities during this class will provide opportunities to engage with topics such as: digital and traditional illustration and photography, applications to print and motion and interactive media, visual narrative, and more.

Readings and Canvas Submissions. This course has no required books. At UF we have free access to the tutorial site, Lynda.com, which can be used in the course. We will use the UF e-Learning site, Canvas, to access course materials and submit assignments.

Required Materials. Various software Adobe will be our technical focus but you may also explore many other traditional mediums. You may need to buy additional art materials to complete some projects. Generally, one day per week will be spent as studio time with the other day used for feedback or presentations (a specific schedule will be posted on Canvas).

Grading & Attendance. Specific grading criteria will be listed with each assignment but will generally cover the areas of research and conceptual development, formal resolution, technical craft and presentation. This course has three major creative activities for a total of 100 points (one third per project, and one third for a group of in-class exercises). Canvas will do the math and calculations but if you want to convert points/percentages to a UF Standard Letter Grade here is a table...

100% to 94%	< 94% to 90%	< 90% to 87%	< 87% to 84%	< 84% to 80%	< 80% to 77%	< 77% to 74%	< 74% to 70%	< 70% to 67%	< 67% to 64%	< 64% to 61%	< 61% to 0%
A	A-	B+	B	B-	C+	C	C-	D+	D	D-	F

More details about Attendance. Excused absences follow university guidelines and may include illness, serious family emergencies, special curricular requirements, military obligation, severe weather conditions, religious holidays and participation in official university activities or court-imposed legal obligations. If you have a delay, please contact me by email prior to the class. Projects and assignments are not accepted after the due date without prior approval by the instructor.

You can miss four class days without penalty. Any additional unexcused absence will result in the final letter grade dropped one full step (for example, a B would become a C). Arriving after class has commenced and roll has been taken means that attendance is not awarded on that day.

Other Strategies for Success. Active engagement in the small group sessions is also expected. This means listening to the suggestions of other students and offering constructive comments of your own. Often informal performance will influence your project grades...

Timeliness: Meet all final and intermediate deadlines. Arrive Early.

Quantity/Quality: Exceed the minimum, Seek critique.

Innovation: Seek difference, not similarity.

Community: Collaborate, listen and share.

Health and Safety. The UF School of Art and Art History is concerned about the safe use of art materials. Notes related to the design area: Batteries, old monitors, lamps from digital projectors if broken may release mercury. There are no known health hazards from exposure to lamps that are intact. A complete handbook is provided at –

<http://arts.ufl.edu/site/assets/files/37319/saahhealthandsafetyhandbook.pdf>

Contact and Office Hours. Outside of class, you can contact me by email (preferred) – slawson@ufl.edu – or through the UF School of Art and Art History at 352-392-0201. My office is 313c FAC and office hours will be posted on my door (likely Tuesday, 3:00-5:00pm).

General University, College, and School Policies and Services

This resource covers most policies and procedures important to students. <http://www.dso.ufl.edu/>

Accommodations for Students with Disabilities. Students requesting classroom accommodation must first register with the Dean of Students Office. The Dean of Students Office will provide documentation to the student who must then provide this documentation to the instructor when requesting accommodation. Disability Office – <http://www.dso.ufl.edu/drc/>

Contacts for University Counseling Services. Includes personal, academic, crisis and career services. Dial 352-392-1575. <http://www.counsel.ufl.edu/>

Contacts for Student Healthcare Center. Dial 911 for medical emergencies. Dial 352-392-1161 for urgent after-hours medical questions. Dial 352-392-1171 for after-hours mental health assistance. <http://shcc.ufl.edu/>

Safety and Security. University Police Department. Dial 911 for emergencies. Dial 352-392-1111 otherwise. You are also able to download the GatorSafe app from UF Campus Police. <http://police.ufl.edu/>

Twelve-Day Rule. Students who participate in official athletic or scholastic extracurricular activities are permitted twelve (12) scholastic day absences per semester without penalty. In any case, it is the student's responsibility to maintain satisfactory academic performance and attendance.

Absences for Religious Holidays. Students, upon prior notification of their instructions, shall be excused from class or other scheduled academic activity to observe a religious holy day of their faith. Students shall be permitted a reasonable amount of time to make up the material or activities covered in their absence. A student who believes that he/she has been unreasonably denied an education benefit due to religious beliefs or practices may seek redress through the student grievance procedure.

Honesty Policy. An academic honesty offense is defined as the act of lying, cheating, or stealing academic information so that one gains academic advantage. As a University of Florida student, one is expected to neither commit nor assist another in committing an academic honesty violation. Additionally, it is the student's duty to report observed academic honesty violations. These can include: cheating, plagiarism, bribery, misrepresentation, conspiracy, or fabrication. <https://www.dso.ufl.edu/sccr/process/student-conduct-honor-code/>

Computer Use and Acceptable Use Policy. All faculty, staff, and students of the University of Florida are required and expected to obey the laws and legal agreements governing software use. Failure to do so can lead to monetary damages and/or criminal penalties for the individual violator. Because such violations are also against University policies and rules, disciplinary action will be taken

as appropriate. <http://www.cio.ufl.edu/policies/aupolicy.html>

Disruptive Behavior. Faculty, students, Administrative and Professional staff members, and other employees [hereinafter referred to as 'member(s)' of the University], who intentionally act to impair, interfere with, or obstruct the mission, purposes, order, operations, processes, and functions of the University shall be subject to appropriate disciplinary action by University authorities for misconduct, as set forth in the applicable rules of the Board of Regents and the University and state law governing such actions. Be advised that you can and will be dismissed from class if you engage in disruptive behavior. A detailed list of disruptive conduct may be found at — <http://regulations.ufl.edu/regulations/uf-1-general/>