



Syllabus

DAC 121 – Introduction to Illustrator

Welcome to DAC 121!

We're going to have a great time learning together!

Communication Policy

You may contact me through the messaging system. Please communicate with me early and often if you are experiencing challenges in completing course assignments on time. I will answer your messages within 24 hours or less of receiving them.

Course Description (Goals and Objectives)

Gain valuable experience with Illustrator commands and menu systems. Learn two-dimensional drawing commands, dimensioning, layering systems, and drafting techniques. By the end of this Illustrator course, students will have gained experience in navigating the Illustrator interface and developing and creating a set of construction icons and postcard.

This introductory level course is intended for professional designers, architects, engineers, contractors and others seeking professional advancement and job transition through acquiring illustrator skills. This course is designed for the working professional and those people interested in advancing their employment opportunities.

The goal of this course is for students to become familiar with the basic Illustrator commands and menu systems. Students will learn about colors, layers, Illustrator tools, professional workflows for creating icons, and professional workflows for creating and aligning text, image traced assets and other Illustrator objects.

Course Materials and Textbooks

Recommended Text: Adobe Illustrator CC 2019- Classroom In A Book

Author: Brian Wood

ISBN-10: 013526216X

NOTE: The same textbook is used in all Illustrator courses.

Course Prerequisites

Fundamental working knowledge of the Windows environment or instructor approval.
Manual drafting experience preferred.

Student Learning Outcomes/Learning Objectives

1. Recognize the basic tools of Illustrator and appropriately utilize these tools for the desired graphic creation or manipulation.
2. Implement proper understanding and organization of files, layers, and artboards within the Illustrator Interface
3. Carry out techniques to create, manipulate, enhance, and supplement graphic illustrations necessary to produce marketing materials
4. Appropriately adjust and export images with variations in color, alignment, and size.

By the end of this course, students will be able to: draw outline icons, draw fill icons, and create and assemble a postcard.

Adobe Certification Exam Objectives

The curriculum covered in this course includes the following Adobe Certification Exam Objectives:

Certification Exam Objective	Description
Basic Design Principles	Communicate visually using the elements and principles of design and common design techniques.
Organizing Documents	Document structure such as layers, tracks, and managing document structure for efficient workflows.
Creating and Modifying Visual Elements	Core tools and functionality of the application, as well as tools that affect the visual appearance of document elements.
Project Setup and Interface	Interface setup and program settings that assist in an efficient and effective workflow, as well as knowledge about ingesting digital assets for a project.
Publishing Digital Media	saving and exporting documents or assets within individual layers or selections.

Course Schedule

Lesson	Topic	Reading	Quizzes/Assignments	Points
1	Illustrator Applications Interface Workspace Customizing How to Navigate Drawing with Lines Drawing with Pen tool Shapes Layers	Chapters 1 – 3	Quiz – Interface Quiz – Tools Hands-On Quiz – Using Tools Discussion Forum – Initial Post	10 50 50 5
2	Create Custom Shapes Fill Shapes Manipulate Stroke Create Mask Exporting	Chapters 4 – 6	Quiz – Shapes Hands-On Quiz – Building Shapes Midterm – Construction Helmet Icon	50 50 100
3	Working with Text Creating Background Adding Guides Creating Color Strategies	Chapters 7 – 9	Quiz – Text Hands-On Quiz – Editing Text	50 50
4	Create Banner Shapes Add Text Add Text Style Image Trace Graphic	Chapters 10 – 11	Quiz – Exporting Final – Postcard Discussion Forum – Reply	50 100 5

Attendance

To satisfy the course attendance requirements, students are typically required to complete at a minimum, the initial graded discussion forum engagement by the 4th day of the course and the midterm before the end of the 11th day of the course. All remaining course deliverables including the second graded discussion forum engagement, quizzes and final are due before the end of the 18th day of the course. Course attendance is also evaluated by the timely submission of a student's quizzes. Students who fail to participate in the graded discussion forum or attempt their quizzes by the 8th day of class will be considered "absent" by VDCI. Specific due dates for this course can be found in "Deadlines for Submitting Project Deliverables".

Participation

Participation is evaluated by engagement in the Graded Discussion Forum. This forum encourages participation directly with instructors and students in a course. Typically, ten percent of the course grade is assigned for participation. A specific grading breakdown for this course can be found in “Weighted Grading Criteria”.

Grading Policies

After you have successfully completed all the requirements for your course, you will receive a VDCI course completion certificate. If you are a VDCI Technology Certificate student, your course must be taken for a letter grade. Classes that are taken as an Audit will not qualify for a completion certificate or count towards a VDCI Technology Certificate Program or VDCI Digital Badge.

You can change your VDCI grading option from letter grade to Audit any time BEFORE the 18th day of class by contacting either the Program Manager or Program Coordinator.

Letter grades are based on the following scale. Your final course grade is based on the weighted grading criteria of the points you have earned.

Passing Grades	
A+	100%
A	93-99%
A-	90-92%
B+	87-89%
B	83-86%
B-	80-82%
C+	77-79%
C	73-76%
C-	70-72%

Non-Passing Grades	
D	60-69%
F	59% and below

Weighted Grading Criteria

Participation	10%
Quizzes	10%
Hands-On Quizzes	20%
Midterm Submission	20%
<u>Final Submission</u>	<u>40%</u>
TOTAL	100%

NOTE: Students can check their course progress in the Learning Hub at any time by clicking the Assignments link on the left sidebar of each course page.

Deadlines for Submitting Project Deliverables

Project deliverables must be submitted to me through the Learning Hub.

1. One post in the course Graded Discussion Forum is due before the end of the first Monday (4th day) of the course. Your grade for this post will be reduced by 10% (one full letter grade) for every day the deliverable is late.
2. The midterm is due before the end of the second Monday (11th day) of the course. Your grade for this deliverable will be reduced by 10% (one full letter grade) for every day the deliverable is late.
3. All remaining course deliverables are due by the end of the third Monday (18th day) of the course. This includes the second graded discussion forum engagement, quizzes and final.
4. Course deliverables will not be accepted any later than one day after the course has formally been closed (19th day). Your grade will be reduced by 10% (one full letter grade) for being late.

IMPORTANT: Please review all course due dates in the Learning Hub.

Final Project Deliverable File Types

When you submit your Final Project to me.

Discussion Forums/Student Engagement

Please be engaged in the Graded Discussion Forum. Your postings and responses in the Graded Discussion Forum are geared toward expanding the learning experience for you and your classmates in meaningful ways.

NOTE: The Graded Forum is a required and graded element for this course.

Please read the instructions for each Graded Discussion Forum assignment as they may differ in terms of content and response requirements.

To effectively participate in the discussion forum, you can:

1. Take a leadership role by being the first to post a topically-meaningful response in the Discussion Forum.
2. Reply thoughtfully to the postings of your classmates, including rebuttal of ideas/opinions.
3. Expand on the comments in the Discussion Forum by posing thought-provoking questions and/or providing topically-relevant/related outside links.
4. Post in a timely manner.

When I grade your Discussion Forum comments, I am most interested the quality of your postings/responses. Your contributions should add to the knowledge base of our course participants and provide substantive thought to receive points. If you are less knowledgeable about a topic, pose questions about the topic and/or share what you find when you research the topic yourself.

Academic Integrity Policy

The Virtual Design & Construction Institute (VDCI) is an institution of learning, career education, and technical skill development – a community based on academic honesty and integrity. As members of the VDCI community, faculty, students, and administrative staff share responsibility for maintaining this environment. It is essential that all members of the VDCI community subscribe to the ideal of academic honesty and integrity and accept individual responsibility for their work. Academic dishonesty is unacceptable and will not be tolerated at VDCI. Cheating, forgery, dishonest conduct, plagiarism, and collusion in dishonest activities erode the Institute's educational, research, and social roles.

If students who knowingly or intentionally conduct or help another student perform dishonest conduct, acts of cheating, or plagiarism will be subject to disciplinary action at the discretion of VDCI.