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**DUAA DIGITAL IMAGING****Contact Info: Mr. Hungerford****Office: 773.697.2455****email: rhungerford@cps.edu**

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**Class Website: [duaayearbook.weebly.com](http://duaayearbook.weebly.com)****Course Description**

This course is designed to explore digital imaging as well as journalism, photography, writing, graphic design and design for publication in multiple mediums. Through course work students will collaborate as a team to create the school yearbook and produce publishable materials for school events. In addition this course will provide opportunities for students develop skills for the work place and connect the classroom to the working world. Focus will be placed on design, photography, management structures, work ethic and personal responsibility to deadlines and journalistic ethics.

**Objectives:**

- To develop an understanding and define journalism as it pertains to the modern world.
- To understand and distinguish types information and delivery systems and develop visual means to convey information to a target audience.
- To develop a vocabulary for generating and publishing information and artistic works.
- To publish high quality works that are informative and accurate.
- To understand and utilize DUAA core values in order to serve personal goals and community needs.

**Class Expectation:**

- Be on time and prepared. Four minute passing periods are given for personal business including using the restroom. For tardies, expect to make up missed class time after school the same day. Make up time may of be up to double the amount of time missed. (ex: Late 5 min. = 10 minutes make up). Additional time may be added for reoccurring issues. student is a no show for make up time. Remember that your bag and personal items at your desk IS NOT you in class onetime.
- Compliance with all DUAA and University policies apply.
- Be **in** class. Collaborative work can not be done if students are not present for one another. Trips to the bathroom, tardies etc. does not constitute being in class and may result in after school detention.
- Absences may effect individual grades. Deadlines are firm and no absence on the date of a deadline will be excused. Work required on a deadline is expected to be completed and turned in on the deadline regardless of an absences. Every absence requires parent or guardian contact with the school and students are to follow DUAA policy when returning to school after an absence.
- Plagiarism is never acceptable and will be met with disciplinary action. Please be advised that only the photographer that has taken a photograph has the right to publish the photograph or claim it as his/her own. Giving or receiving a photograph from another person for class assignments and scores is strictly prohibited.
- ***Cell Phones are prohibited.*** In compliance with DUAA policy cell phone use in class is not permitted which includes ringing or vibrating phones. Make sure your phone is silenced before entering the room. In accordance with school policy cell phones and/or other technology used in classrooms without permission may be confiscated and returned when the instruct deems appropriate (end of class or end of day or when the parent retrieves the device from the office). Students with chronic or recurring problems with their phones and or technology will be addressed with disciplinary action on a a case by case bases.
- Expect to be held accountable to high standards in all work. Students must maintain the highest integrity in all work they publish. Each student is to exam and proof all work with extreme care as they publish in print or online. In some cases errors in publishing may result in disciplinary action.
- Attention to detail is critical. When publishing for the yearbook or personal assignments following directions, maintaining proper file names, backups for all work, and documenting proof of ownership are all required. Additionally students are obligated to exercise good taste and fairness to the school community in published work. Failure to do so may result in lesser scores and may lead to disciplinary action.
- **No food or drink** is permitted in the classroom in accordance with University policy.
- Maintain DUAA core values at all times.. Strive for your personal best and stretch beyond your limitations.
- Respect yourself. Respecting yourself means respecting others. Please remember, **you get what you give.**

**Course Scope and Sequence**

- First Quarter: Essential Skills, Developing the staff First designs,
- Second Quarter: Meeting deadlines, Graphics design, Advancing photography.
- Third Quarter: Yearbook completion and mastering graphic design and photography.
- Fourth Quarter: Utilizing graphic design for function.

**Course Alignment**

This course aligns with College Readiness Standards, Illinois Learning Standards (ILS) and Common Core Standards. For those that are interested in detailed lists of these standards please email the instructor for links to these standards.

**Homework / Assignment Policy / Class dynamics:**

1. Being prepared for class is critical for success. Expect some form of homework each day. Deadlines are critical and late work is not acceptable. Any late work may be completely rejected at the instructors discretion however; if accepted consideration will be given to the type of work/assignment, kind of deadline given, the students overall history and engagement. Accepted late work will be reduced as follows: one letter grade deduction per day late and any work turned in more than four days late may not receive more than 50% credit.
2. All work must be typed unless otherwise directed. If you are using the schools computers and printers plan your time and print your work well in advance of class. Deadlines for work require being in class on time or work will be considered late. Note printing or working on assignments during other high school or college class time is not acceptable.
3. Online postings must be completed on time. Instructor screenshots your assignments and/or online pages when assignments are due. Failure to post or publish your work on time may receive a zero score. Additionally failure to document, title and/or backup online work, may result in a zero score.
4. This course has a peer accountability and a collaborative component. Though some work is done in collaboration all students are scored individually. Group dynamics are always considered by the instructor but it is the students responsibility to make an appointment with the instructor to discuss any group issues when teams are unable to resolve issues. The instructor is always available to assist teams through problems. Students will help each other edit, critique and motivate one another to complete a cohesive yearbook and other projects.

**Assessment Strategies:**

Expect a variety of assessments. Expect a written test following each unit or topic as well as a mid-term and final exams each semester. Homework assignments will range from writing, photography, photo editing and enhancement as well as graphic design. Critique, verbal and written, is a reoccurring assessment. Expect rubrics for all assignments except when routine expectations are established.

**Weighted Grading Categories:**

- Students will be assessed in the following:
- Projects Deadlines /Exams..... 40%
  - Classwork/Project Development ..... 30%
  - Collaborative Contributions ..... 15%
  - Writing, Articles, Research etc. .... 15%

**Grading Scale:**

- 90-100 — A
- 80 - 79— B
- 70 - 79— C
- 60 - 69 — D
- below 59 — F

Students are to keep track of their grades using the student portal at [student.cps.k12.il.us](http://student.cps.k12.il.us) and Family Portal in the spring semester.

**Supplies / Materials:**

- Agenda Book/Planner (must be in class - every day)
- Notebook / paper (three-ring binder, etc. - organizational materials)
- Pens / Pencils
- Computer (much work will be done on computers. It will not be necessary to have a laptop but if you do not have a home computer or internet access your homework should be completed in the open labs before leaving at the end of the day.)

*Instructor does not supply materials. Please do not ask for them.*

**Texts:**

Reference in class Text: *The Art of Modern Photography, Inside Photoshop*, Various online photography and graphic design magazines.

**Websites**

- Class Website: [duaayearbook.weebly.com/](http://duaayearbook.weebly.com/)
- Weebly Log in: [students.weebly.com](http://students.weebly.com)
- Jostens Log in: [yearbookavenue.jostens.com](http://yearbookavenue.jostens.com)