Course Syllabus

NOTE: This syllabus is subject to change during the semester. Please check this syllabus on a regular basis for any updates.

Department   : Computer Sciences

Course Title   : Introduction to MultiMedia

Section Name : IMED 1401.304

Start Date   : August 27, 2012

End Date   : December 13, 2012

Modality   : Classroom

Credits   : 4

Instructor Information

Name   : Melissa Coulter

OC Email   : mcoulter@odessa.edu

OC Phone #   : (432) 335-6571

Instant Messenger : Windows Live Messenger, use the email melliott@odessa.edu.

Course Description

A survey of the theories, elements, and hardware/software components of multimedia. Topics include digital image editing, digital sound and video editing, animation, web page development, and interactive presentations. With an emphasis on conceptualizing and producing effective multimedia presentation. Lab fee required.

Prerequisites/Corequisites

COSC 1401 or Consent of Instructor.

ICOs

1, 2, 3, 4 and 6

Course Objectives

This class will help students gain an understanding of multiple media presentation software and uses within industry and gaming.

Required Readings/Materials

- **Adobe Photoshop CS5** ISBN 13: 978-0-538-47781-9
- **Adobe Illustrator CS5** ISBN 13: 978-1-111-22196-6
- **Adobe Flash Professional CS5** ISBN 13: 978-0-538-47789-5

 (ISBN for package **1133011969)**

Course Requirements (Lectures, Assignments and Assessments)

All assignments and timeline are listed in Blackboard.

Grading Policy

Grade Range	Letter Grade
90-100	A
80-89.99	B
70-79.99	C
60-69.99	D
Below 69.99	F

Requirement	Weight
Chapter Exams	30%
Labs	40%
Discussion Board/Attendance	15%
Final	15%

Expectations for Engagement

Face to Face Learning

To help make the learning experience fulfilling and rewarding, the following Expectations for Engagement provide the parameters for reasonable engagement between students and instructors for the learning environment. Students and instructors are welcome to exceed these requirements.

Reasonable Expectations of Engagement for Instructors

1. As an instructor, I understand the importance of clear, timely communication with my students. In order to maintain sufficient communication, I will

- provided my contact information at the beginning of the syllabus;
- respond to all messages in a timely manner through telephone, email, or next classroom contact; and,
- notify students of any extended times that I will be unavailable and provide them with alternative contact information (for me or for my supervisor) in case of emergencies during the time I'm unavailable.

2. As an instructor, I understand that my students will work to the best of their abilities to fulfill the course requirements. In order to help them in this area, I will

- provide clear information about grading policies and assignment requirements in the course syllabus, and
- communicate any changes to assignments and/or to the course calendar to students as quickly as possible.

3. As an instructor, I understand that I need to provide regular, timely feedback to students about their performance in the course. To keep students informed about their progress, I will

- return classroom activities and homework within one week of the due date and
- provide grades for major assignments within 2 weeks of the due date or at least 3 days before the next major assignment is due, whichever comes first.

Reasonable Expectations of Engagement for Students

1. As a student, I understand that I am responsible for keeping up with the course. To help with this, I will

- attend the course regularly and line up alternative transportation in case my primary means of transportation is unavailable;
- recognize that the college provides free wi-fi, computer labs, and library resources during regular campus hours to help me with completing my assignments; and,
- understand that my instructor does not have to accept my technical issues as a legitimate reason for late or missing work if my personal computer equipment or internet service is unreliable.

2. As a student, I understand that it is my responsibility to communicate quickly with the instructor any issue or emergency that will impact my involvement with or performance in the class. This includes, but is not limited to,

- missing class when a major test is planned or a major assignment is due;
- having trouble submitting assignments;
- dealing with a traumatic personal event; and,
- having my work or childcare schedule changed so that my classroom attendance is affected.

3. As a student, I understand that it is my responsibility to understand course material and requirements and to keep up with the course calendar. While my instructor is available for help and clarification, I will

- • seek out help from my instructor and/or from tutors;
- • ask questions if I don't understand; and,
- • attend class regularly to keep up with assignments and announcements.

Special Needs

Odessa College complies with Section 504 of the Vocational Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990. If you have any special needs or issues pertaining to your access to and participation in this or any other class at Odessa College, please feel free to contact me to discuss our concerns. You may also call the Office of Disability services at 432-335-6861 to request assistance and accommodations.

Learning Resource Center (Library)

The Library, known as the Learning Resources Center, provides research assistance via the LRC's catalog (print books, videos, e-books) and databases (journal and magazine articles). Research guides covering specific subject areas, tutorials, and the "Ask a Librarian " service provide additional help.

Student E-mail

Please access your Odessa College Student E-mail, by following the link to either set up or update your account: http://www.odessa.edu/gmail/. **All correspondence will be submitted using your Odessa College email.**

Student Portal

Please access your Odessa College Student E-mail, by following the link to either set up or update your account: http://www.odessa.edu/gmail/. **All correspondence will be submitted using your Odessa College email.**

Technical Support

For Blackboard username and password help and for help accessing your online course availability and student email account contact the Student Success Center at 432-335-6878 or online at https://www.odessa.edu/dept/ssc/helpdesk_form.htm.

Evaluations

 Student evaluation of Instruction is scheduled for the week of November 26th.

Important School Policies

For information regarding student support services, academic dishonesty, disciplinary actions, special accommodations, or student's and instructors' right to academic freedom can be found in the [Odessa College Student Handbook](#).