Digital Media & Yearbook 2015-2016

INSTRUCTOR	Ms. Alanna Knapp	**Days/Period**:	M-F: 8:50-9:30 AM
PREREQUISITE	8th grade completion	**Duration**:	School Year
TEXTBOOK	Handouts		
CONTACT INFO.	Office Hours: M-F 7:45-3:30 Email: aknapp@battlecreekacademy.com Cell phone: 906-281-1011, office ext: 1017 I am available as much as possible via email, and also by phone before 9 p.m.		

PURPOSE OF COURSE: To teach digital media as a tool to share the gospel of Jesus Christ.

CONTENT DESCRIPTION: This course covers project management, design, copyright, photography, videography and media analysis.

REQUIRED TOOLS FOR SUCCESS: Paper, pencils, pens, composition notebook, a positive attitude.

EXPECTATIONS OF STUDENTS:

1. **Be Prompt**. This means sitting in his or her assigned seat before the bell rings, quietly working on the assignment for the day. This also means turning in assignments in a timely manner. Unless prior arrangements have been made, late work is unacceptable for a successful student.

2. **Be Prepared.** Each student is responsible for bringing all his or her materials to class. Additionally, a successful learning experience takes three! (Teacher, Student and **God**). There are three tips that can help a student be prepared each day, which include a good night's rest, personal time with God each morning, and a healthy breakfast.

3. **Be Respectful and Kind.** Students are expected to be kind and respective to fellow classmates and teachers. There will be no tolerance with bullying in the classroom or outside.

4. **Be Engaged.** Give nothing but the very best. Participate in class discussion. Ask questions to learn, as opposed to debate. Seek to be excellent in all assignments. Anything less than the student's best work will be returned with a request to resubmit the assignment.

5. **Be a Model BCA Student.** "Higher than the highest human thought can reach, is God's ideal for His children." (Ed. p.18) As a teacher, I desire each student to reach the highest potential spiritually and academically. Each student will be responsible for the guidelines and policies that are in the Battle Creek Academy Student Handbook. I will follow the same guidelines and policies in my classroom.

COURSE FOCUS
CPTR.1 Identify SDA Christian principles and values in correlation with computer technology.
    CPTR.1.1 Recognize God's purpose in the dynamics of computer technology.
    CPTR.1.2 Explore God's role in the social, economic, and spiritual areas of a technological society.
    CPTR.1.3 Apply biblical principles of SDA Christian morality, integrity, and ethical behavior to all
        aspects of life.
    CPTR.1.4 Develop an SDA Christian approach toward technological issues.
COURSE ABILITY
CPTR.2 Develop abilities in computer technology.
    CPTR.2.1 Develop critical and creative thinking skills (research, analysis, evaluation).
    CPTR.2.2 Utilize cooperative learning (project-based activities).
    CPTR.2.3 Develop self-management skills (individual responsibility, self-worth, sociability, etc.).
    CPTR.2.4 Use effective communication skills (speaking, writing, listening, using technology, etc.).
    CPTR.2.5 Gain discernment skills (personal, recreational, time management, etc.).
CPTR.3 Be able to apply ethically the knowledge and skills of computer technology.
    CPTR.3.1 Read, research, analyze, write, and present using technological resources.
    CPTR.3.2 Identify concepts, capabilities, and limitations of technology.
    CPTR.3.3 Demonstrate ability to apply technological concepts with integrity.
    CPTR.3.4 Assess personal applications and potential career opportunities.
    CPTR.3.5 Evaluate and apply media discernment skills (websites, games, music, etc.).

COURSE CONTENT

	SDA Technology		Michigan State Standards
CPTR.6.1	Identify graphic design principles (contrast, alignment, repetition, proximity)		
CPTR.6.2	Design page layout using graphic design principles	9-12.CC.3	
CPTR.6.3	Select an appropriate software program (Photoshop, CorelDraw, Publisher, etc.)		
CPTR.6.4	Create designs for a variety of purposes (brochures, certificates, banners, posters, etc.)	9-12.CC.3	Collaborate in content-related projects that integrate a variety of media (e.g., print, audio, video, graphic, simulations, and models
COMP.7	Be able to practice legal and ethical behavior in relation to technology		
CPTR.8.1	Identify key terms and concepts (perspective, lighting, depth of field, etc.)		
CPTR.8.2	Determine appropriate equipment and setup (camera, lighting, audio, positioning, etc.)		
CPTR.8.4	Capture images using appropriate hardware and software		
CPTR.8.5	Edit and produce final projects		

ASSESSMENT AND GRADING

Component	% or points	Details for Grading
Design Journals	20%	Each week we will cover various design principles. You will be asked to give examples in your composition notebooks (journals). Journals are collected weekly on **Monday.**
Homework & Photo submissions	20%	Homework is due at the beginning of the class period immediately following the day it was assigned.
Projects	35%	Projects will be assigned periodically throughout the year. Individual as well as group projects will be part of the curriculum.
Exams/Quizzes	25%	Weekly quizzes will cover the current content and will not always be announced. Students should come prepared each day for the possibility of a quiz.

COURSE CONTENT

Design Journal

Each student will be asked to keep a design journal, which will be collected once a week. The teacher will assign design principles for you to 'post' in your journal. You will be assigned to review a peers journal each week.

Homework

The assigned homework will consist of design, photo and video principles based on class instruction. In the beginning the assignment of design principles and weekly photo submissions.

Plagiarism

Plagiarism is defined as taking anyone's work from any source and passing it off as your own. This includes music, video, and other media, as well as written work. Plagiarism of any kind will not be tolerated. The first time plagiarism is discovered, the assignment containing the plagiarism will be returned, and the student will be required to completely redo that assignment in order to get a grade. After the first time, any time plagiarism is discovered, the work will be given a zero and the student will not be allowed to resubmit it for a grade.

Media

This class will involve media of all kinds. Students will be viewing and analyzing media, as well as creating media of their own. It is imperative that students keep Christian principles (Philippians 4:8) as a guide at all times while creating or exploring media. This includes, but is not limited to video, print sources, audio, and still photography. Any media creation that a student completes is the property of BCA and may be posted online via a social media site.

Late Work

Late work is unacceptable. Any work that is submitted after it is called for will be eligible to receive only 50% of the available credit. There are very few exceptions to this rule, except sudden illness. For any prearranged excused absences, work must be turned in before the student leaves

unless prior arrangements have been made. If a student has not completed an assignment when it is due, they will be asked to submit a missing homework form stating the reason the homework was not completed on time. This form will be kept on file as a record of missing work. If a student submits the assignment late, a copy of the form will be attached to it when it is returned.

SEQUENCE FOR THE YEAR

UNIT Standards	Quarter	Approx. # Weeks
Unit 0: Preparation for Successful Learning CPTR.1.1, CPTR.1.2, CPTR.1.3, CPTR.1.4	Q1	2
Unit 1: Intro to Project Management CPTR.2.1, CPTR.2.2, CPTR.2.3, CPTR.2.4, CPTR.2.5, COMP.7	Q1	2
Unit 2: Introduction to Design (Four Principles) CPTR.2.4, CPTR.6.1, CPTR.6.2, CPTR.6.4	Q1	2
Unit 3: Introduction to Photography CPTR 8.1, CPTR 8.2, CPTR 8.4, CPTR 8.5, CPTR 8.6, CPTR 6.3	Q2	2
Unit 4: Design with Color CPTR.2.4, CPTR.6.1, CPTR.6.2, CPTR.6.4	Q2	2
Unit 5: Typography CPTR.2.4, CPTR.6.1, CPTR.6.2, CPTR.6.4	Q2	2
Unit 6: Photography CPTR 8.1, CPTR 8.2, CPTR 8.4, CPTR 8.5, CPTR 8.6, CPTR 6.3	Q2	3
Unit 7: Videography CPTR 8.1, CPTR 8.2, CPTR 8.4, CPTR 8.5, CPTR 8.6, CPTR 6.3	Q3	3
Unit 8: Project Management CPTR.8.5, CPTR.2.2, CPTR.2.3, CPTR.2.4, CPTR.2.5	Q3	6
Unit 9: Intro to Documentary CPTR 8.1, CPTR 8.2, CPTR 8.4, CPTR 8.5, CPTR 8.6, CPTR 6.3	Q4	4
Unit 10: Media and Ethics COMP.7, CPTR 3.1, CPTR 3.2, CPTR 3.3, CPTR 3.4, CPTR 3.5	Q4	2

Digital Media & Yearbook Syllabus

Parent-Teacher-Student Agreement

Parent Rights and Responsibilities
1. I have the right to accurate weekly grade reporting.
2. I have the right to clear and timely communication from the teacher.
3. I have the responsibility to cooperate and communicate with the teacher.
4. I have the responsibility to keep abreast of my child's progress.

My best mode of communication is (email, cell, text message, etc.):

_____

Student Rights and Responsibilities
1. I have the right to regular, coherent classes with clear and consistent expectations.
2. I have the right to ask for assistance or clarity.
3. I have the responsibility to cooperate and communicate with the teacher.
4. I have the responsibility to fulfill all course expectations, including regular attendance.

Teacher Rights and Responsibilities
1. I have the right to be the first contact for concerns of instruction, assessment, or reporting.
2. I have the right to use professional discretion in matters of instruction and assessment.
3. I have the responsibility to provide regular and consistent feedback to students and parents.
4. I have the responsibility to provide quality instruction, assessment and weekly reporting.

_____   _____   _____
Parent/guardian name   Parent/guardian signature   Date

_____   _____   _____
Student name   Student signature   Date

_____   _____   _____
Teacher name   Teacher signature   Date