



Course Prefix/Number/Title: CIS 232 Graphic Design

Number of Credits: 3

Course Description: Students will learn how to edit photos and how to design composite images using Adobe Photoshop

Pre-/Co-requisites: None

Course Objectives: Upon completion of this course, the student will be able to:

- To manipulate graphical images for web use.
- Demonstrate a working knowledge of software programs used to edit images.
- Demonstrate the ability to use technology (cameras, scanners, etc).
- Practice concepts of good image design.
- Interpret and synthesize information resulting in problem solutions.
- Apply concepts learned to independent challenge problems.

Instructor: Trisha Haman

Office: Dakota College Downtown, 120 East Burdick Expressway - Minot

Office Hours: 9:00-10:00 MWF; noon-1:00 T, Th; Virtual appointments available by appointment

Email: trisha.haman@dakotacollege.edu

Lecture/Lab Schedule: M, W, F 10:00-10:50

Textbook(s): Adobe Creative Cloud subscription

Course Requirements: Instruction procedures include lecture, demonstrations, class discussion and research assignments, quizzes and tests.

Tentative Course Outline:

- Introduction to Graphic Design
- Getting started with Adobe Photoshop
- Working with layers
- Making selections
- Incorporating color techniques
- Placing type in an image
- Using Painting tools
- Working with special layer functions
- Cropping and resolution
- Creating special effects with filters
- Adjusting colors
- Using clipping masks, paths, and shapes
- Liquifying an image and image surgery
- Annotating and automating an image

- Creating images for the web

General Education Competency/Learning Outcome(s) OR CTE Competency/Department Learning Outcome(s): Employs industry specific skills in preparation for workplace readiness. Learning Outcome #1: Promote and facilitate the effective integration of technology in both professional and personal use. Learning Outcome #2: Efficiently use computers, operating systems, and application software. Learning Outcome #3: Create, organize, distribute and store information. Learning Outcome #4: Employ sound problem-solving skills.

Relationship to Campus Focus: The course focuses on knowledge and application of technology. Knowledge of design principles (color, typography, balance, composition) is combined with the practical use of technology to produce visuals that communicate effectively. In this way, graphic design shows how creativity depends on the application of technology to turn concepts into usable, shareable products.

Classroom Policies:

- Students are required to complete all class activities.
- Attendance is vital to success. Absences and arrangements must be made with the instructor prior to class time.
- The instructor reserves the right to remove anyone causing disruptions or showing disrespect to others. The instructor will interpret and declare what is considered disruptive or disrespectful behavior.
- Students are to silence or turn cell phones off during class.

Student Email Policy:

Dakota College at Bottineau is increasingly dependent upon email as an official form of communication. A student's campus-assigned email address will be the only one recognized by the Campus for official mailings. The liability for missing or not acting upon important information conveyed via campus email rests with the student.

Academic Integrity:

According to the DCB Student Handbook, students are responsible for submitting their own work. Students who cooperate on oral or written examinations or work without authorization share the responsibility for violation of academic principles, and the students are subject to disciplinary action even when one of the students is not enrolled in the course where the violation occurred. The Code detailed in the Academic Honesty/Dishonesty section of the Student Handbook will serve as the guideline for cases where cheating, plagiarism or other academic improprieties have occurred.

Disabilities or Special Needs:

Students with disabilities or special needs (academic or otherwise) are encouraged to contact the instructor and Disability Support Services.

Title IX:

Dakota College at Bottineau (DCB) faculty are committed to helping create a safe learning environment for all students and for the College as a whole. Please be aware that all DCB employees (other than those designated as confidential resources such as advocates, counselors, clergy and healthcare providers) are required to report information about such discrimination and harassment to the College Title IX Coordinator. This means that if a student tells a faculty member about a situation of sexual harassment or sexual violence, or other related misconduct, the faculty member must share that information with the College's Title IX Coordinator. Students wishing to speak to a confidential employee who does not have this reporting responsibility can find a list of resources on the DCB Title IX webpage.

AI Student Policy:

Unless otherwise indicated in the course syllabus, or in individual instructions for course assignments, or in the absence of the express consent of the course instructor, students are not allowed to utilize generative AI to help produce any of their academic work. Any violation of this policy will be considered an act of academic dishonesty as outlined within the Dakota College Code of Student Life.

RESPONSIBILITIES

Students	• Responsible to follow the syllabus and assignment instructions regarding use of generative AI for all academic work. • Obtain permission of the instructor prior to the use of generative AI that is outside of the syllabus or assignment instructions. Provide appropriate rationale for how the use of generative AI will enhance the learning experience for the assignment. • In instances where generative AI is permissible, appropriately cite the generative AI program used and indicate where in the assignment it was used, in a brief submission statement.
Faculty	• Determine if the use of generative AI could enhance student learning in any assignment or project. • Clearly indicate in all course syllabi if generative AI is allowable for any academic work. • If allowable, give specific parameters for how and when generative AI may be used. • If a violation of generative AI for the individual course/syllabus is suspected, discuss the concern with the student. If violation is still suspected, inform the appropriate semester coordinator/program director.