Welcome to your Digital Media Arts class at Great Oak High School! The students will learn how to use PC software programs that are in use in various digital art fields. Upon completion of this course the student will have basic proficiency in creating, developing, and publishing graphic, video, and web projects. This course will help the college bound student interested in many different technology fields. Students will be introduced to the elements of design in creating logos, graphics, animations, videos, web pages, and social media content. Students are free to express their own individual styles and ideas. Photoshop, Dreamweaver, Illustrator, and Premier Pro is used throughout the year.

Students will be expected to actively participate in all classroom discussions, activities, and assignments on a daily basis. Students are responsible for all activities (individual practice, tests, quizzes, papers, projects, etc.) expected of each student in the class. Students will be required to do work outside of class!

You will be learning a variety of design techniques, with the goal of completing all class projects & lessons. Topics for this class will include:

1. Section 1 – Graphic Design – Semester 1
2. Section 2 – Video Media Arts – Semester 1
3. Section 3 – Web Design – Semester 2
4. Section 4 – Social Media & Marketing – Semester 2
5. Equipment useage (scanners, printers, computers, cameras, etc.)

A passing grade will be given in this class to students who display mastery of the main concepts of Digital Media Arts. Students are scored by the total points earned in the class.

Students will be graded as follows:

<table>
<thead>
<tr>
<th>Percentage Range</th>
<th>Grade</th>
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<tbody>
<tr>
<td>100% - 92%</td>
<td>A</td>
</tr>
<tr>
<td>91% - 90%</td>
<td>A-</td>
</tr>
<tr>
<td>89% - 88%</td>
<td>B+</td>
</tr>
<tr>
<td>87% - 82%</td>
<td>B</td>
</tr>
<tr>
<td>81% - 80%</td>
<td>B-</td>
</tr>
<tr>
<td>79% - 78%</td>
<td>C+</td>
</tr>
<tr>
<td>77% - 72%</td>
<td>C</td>
</tr>
<tr>
<td>71% - 70%</td>
<td>C-</td>
</tr>
<tr>
<td>69% - below</td>
<td>F</td>
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</tbody>
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Students need to come to class prepared with the proper materials each day. This includes:

1. 3-ring binders with a designation for DMA
2. College-ruled paper, black or blue ink pens, and pencils
3. All assigned work (readings, projects, etc.)
4. A USB storage device to help save and move projects easily to home and back (students are responsible for keeping a back-up copy of all work in case of errors or deletion on computer)
CLASSROOM ATTENDANCE / RULES: Students are required to attend class on a daily basis according to school policy and procedure. **Student success in school is directly related to the amount of time spent in school. DAILY STUDENT PARTICIPATION is a major component of this course; a student’s grade will suffer if they have excessive absences and miss participation points.** Students who are late to class will sign the tardy forms that have cumulative effects.

The computer lab rules are to be followed at all times during the course:
1. Show all students, administrators, faculty, and guests **respect** on a daily basis.
2. Please enter class quietly and be seated.
3. Please follow all directions given in class.
4. No yelling, pushing, fighting, or horseplay is allowed at any time.
5. Students must show **GUEST TEACHERS** the utmost respect!
6. **No food, candy, or drinks are allowed in the classroom!!! (Only bottled water)**
7. Students are not allowed to lean back in their seats or use them as rocking chairs.
8. All school rules must be followed in class (phones, dress code, etc.)

CONSEQUENCES TO BROKEN RULES:
1. Students will receive a verbal warning the first time.
2. Students will be asked to change seats or change project groups.
3. If disruptive behavior continues, student will be sent to admin office and,
4. Parents will be notified, and/or a conference will take place.

ABSENCE MAKE-UP POLICY: It will be the responsibility of the student to make arrangements with the teacher on the day of the student’s return to class to make up missed work. Students will **NOT be sought out by teacher to make sure they receive their work,** but the class outline of projects is listed on the class website. Students need to demonstrate “responsibility” to show mastery of the projects in this class. All project deadlines are expected to be met by students.

COMPUTER USE GUIDELINES AND CLASSROOM RULES
One of the goals of Great Oak High School’s Career Technical Education Department is to provide computing resources to all students as a means of achieving academic excellence. The following guidelines/rules must be followed in order to ensure our goal can be met.

Disciplinary action will result if any of the following rules are violated. The extent of the discipline will depend upon the violation. Refer to the student handbook for possible consequences regarding computer usage violations.

1. No student will be allowed to use a computer until the GOHS Acceptable Use Policy--received at registration--has been signed by both the student and parent.

2. Because of the equipment and the school-wide policy, absolutely **NO FOOD, DRINKS, or GROOMING** is allowed in the computer lab. Students may drink water that has a cap on it at any time.

3. Copying other students’ work will result in an “F” for that assignment for both the person who did the work, and the person who copied. There will be many occasions when you will work together and be able to help each other—this is different from “copying.”
4. RESPECT all people and all equipment at all times. Foul language and inappropriate behavior are not acceptable or tolerated. Attitude is an extremely important area. You are expected to come to class each day willing to do the work and to be respectful of others.

5. The district has a proxy filter service. Any students attempting to circumvent the filter will receive a detention on the first offence and referral on the second.

6. No Games allowed at any time!

7. The school wide NO Cell Phone policy will be enforced in the computer lab.

8. All websites visited by students must be school appropriate.

9. Personal storage devices may be used to transport files to home or school (i.e. USB drives).

10. Students are not allowed to alter any software or hardware configurations, or download programs and install them on the computer without teacher permission. This includes GAMES.

11. Students must not type, submit, publish, display, or transmit any information which is defamatory, abusive, obscene, sexually oriented, racially offensive, or encourages the use of controlled substances.

12. Any projects published online or on social media must abide by all school and technology standards and expectations! No exceptions!