

## Course Outline

<b>Course Description</b>	30 Hours / 10 Classes – A survey class of three popular Adobe Design applications: Illustrator, Photoshop, and InDesign. This course introduces novice users to Adobe interface commonalities, as well as showcases the three programs' capabilities, basic tools and functions.
<b>Prerequisites</b>	Elementary design interest and skills, with excellent Mac/Win experience.
<b>Course Rationale</b>	This course, while not part of any particular design curriculum, serves to introduce students to three professional level design applications. By demystifying these powerful programs in an elementary environment, students have the opportunity to become comfortably familiar with these tools before moving on to more focused courses of study.
<b>Course Accreditation</b>	This course is not part of any design program.
<b>Objectives</b>	<p>Objective 1 - To gain basic level familiarity and comfort with Illustrator, Photoshop, and InDesign, as a precursor to more in-depth study;</p> <p>Objective 2 - To introduce concepts and tools used in the professional design industry without requiring the burden of a full-fledged credit course.</p>
<b>Modes of Instruction</b>	Classroom teaching format will be interactive demonstrations of techniques and tools, followed by practice time. Some basic applied techniques will be used as in-class exercises. There will not be any formal assignments.
<b>Student Requirements</b>	<p>Active class participation with tangible results (i.e. demonstration of comprehension, completion of in-class exercises) will be required.</p> <p>Attendance - any class missed is the students' responsibility. <b>No more than TWO (2) missed classes.</b></p>
<b>Evaluation and Grades</b>	Evaluation will be based on attendance, instructor's assessment and students' own self-examination of comprehension. Final marks will be pass/fail only.
<b>Required Course Materials</b>	<p>None. No books are required for this course, although the use of reference materials will be encouraged. Resources from websites may also be recommended for further learning.</p> <p>Some sample textbooks may be brought to class for students to examine.</p>
<b>Instructor Availability</b>	The instructor will usually be available before and after class for questions and concerns.

CLASS	TOPICS	EXERCISES
<b>Class 1</b> Intro Bridge GUI	Introduction to the Adobe Creative Suite Survey of applications: Bridge, Illustrator, Photoshop, InDesign Showcase of the common aspects of the Graphic User Interface (GUI) Examination of Bridge basics; general design concepts, resources	Examine images Use Bridge Survey Applications
<b>Class 2</b> Illustrator	Introduction to basic Illustrator tools, concepts, techniques, menus Basic shapes tools; align and pathfinder Basic text use; basic colours	Draw shapes Merge/subtract shapes Create text
<b>Class 3</b> Illustrator	Colours and swatches; Gradients and opacity Drawing (pencil, pen, brush) tools; Importing objects – ungroup, clipping mask, compound path	Create colours Draw freehand Import object
<b>Class 4</b> Illustrator	Transform/warp tools; text to outlines Blending Objects; Layers Elementary Effects & Live Trace	Distortions Blend Objects Simple 3D shapes
<b>Class 5</b> Photoshop	Intro to basic Photoshop tools, menus, concepts, techniques Opening images; image concepts; resizing images; B&W convert Selection Marquee tools; brush/pencil tools; shapes Using colours	Open images Resize/Convert to B&W Select
<b>Class 6</b> Photoshop	Using Layers; transforming images Basic simple image adjustments (B&C, Levels, HueSat) Using basic correction tools: heal brush, patch tool, burn/dodge Layer masks, Blend modes	Create/use layers Adjust photos Adjust/Fix simple images Create Layer Mask
<b>Class 7</b> Photoshop	Import from Illustrator; Camera Raw files Using filters; adding text Using layer styles	Import/Open object Use filters/add text Use layer styles
<b>Class 8</b> InDesign	Creating documents; basic formatting – margins, columns, etc. Adding text boxes; flowing text; character/paragraph basics Colours; importing graphics, links	Create basic document Format and flow text Import graphics; fix links
<b>Class 9</b> InDesign	Text wrapping; drawing tools; shape tools Master Pages; numbering pages Gradients, swatches;	Wrap text; adjust wrap Create shape Use master page Create swatch, gradient
<b>Class 10</b> InDesign	Effects (blending modes, transparency, drop shadows, etc.) Tables; Document Styles Exporting to PDF	Apply text effects Create table, style Export doc to PDF

**Statement on commitment to safe and respectful learning environments**

The Nova Scotia Community College is committed to the belief that all students and employees of the Nova Scotia Community College have the right and responsibilities to learn and work in a safe environment that is conducive to learning and teaching. The Nova Scotia Community College is committed to ensuring fair and equitable treatment of all members of its community, while maintaining the academic integrity of programs and curriculum and an academic climate conducive to learning and free from disruptive or inappropriate behaviour.

**Reference to Disability Services supports**

The Nova Scotia Community College is committed to providing reasonable, equitable, and safe accessibility to programs and services offered by the College to students with documented disabilities. If you are a student with a disability who would benefit from educational support services, you are strongly encouraged to contact your Training Coordinator as soon as possible.

**Academic Honesty**

Academic honesty and integrity are highly valued at the College as being essential to students as both learners and as potential members of their chosen occupation.

Academic dishonesty includes, but is not limited to, the following:

- 1) Cheating on tests, assignments, or reports;
- 2) Plagiarism, which is defined as the act of presenting creative and intellectual materials of another as one's own work. (Instructors should distinguish the difference from collaboration and cooperation on a group assignment)
- 3) Theft of materials;
- 4) Purchase, sale, or possession of stolen materials;
- 5) Purchase or sale of materials used for the purpose of misleading or to obtain an unfair advantage;
- 6) Use of unlicensed software;
- 7) Dishonesty in any way when representing the College as a student of the College.

The College considers any such academic dishonesty to be a serious offence. Instances of academic dishonesty will result in automatic failure for the piece of work involved. Further disciplinary action may be taken and may range from a formal written warning or temporary suspension for first-time offences to dismissal from the program for repeat offences.