

Arts 260: Senior Seminar Fall 2017

Ruth West

Office: Second floor, Blake Department

Office hours

Tues./Thur 1:30-4 Or by arrangement.

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Final Exam: 12/18 10:15 You are expected to be there.

Expectations:

There are certain expectations that the Department of Visual & Performing Arts have regarding student responsibilities and behavior in class that need to be stated up front in order to minimize potential misunderstandings throughout the semester.

1. The Department of Visual & Performing Arts expects that you will read the syllabus and that you make yourself aware of all the requirements and deadlines associated with the class. Saying I didn't read the syllabus will not be accepted as an excuse for failing to meet requirements and deadlines.
2. The Department of Visual & Performing Arts expects all electronic devices (cell phones, iPods, etc) to be turned off and not utilized during class. If your phone/pager goes off during class you will be asked to leave.
3. The Department of Visual & Performing Arts expects that you will put forth an effort to learn the material covered in this course. You are **expected** to attend class on normal class days. However, you are **required** to learn the material in order to get a passing grade for this course.
4. The Department of Visual & Performing Arts expects that if you are having difficulties with the class that you will come and talk to your professor about them. The sooner you come, the better off you will be. There is little or nothing the professor can do to help at the end of the course, so do not wait until then to see him/her. See ****Academic Assistance**.
5. The Department of Visual & Performing Arts expects that you will behave with honesty and integrity. Suffice it to say, cheating is not acceptable under any circumstances. The department will not tolerate cheating in any way and anyone caught cheating will receive an automatic F for the course. See ***POLICY CONCERNING PLAGIARISM**

After reading through this syllabus, your decision to take this course indicates your acceptance of the terms, conditions and expectations outlined in the syllabus

NO CELLPHONES ON DURING CLASS, or I will take them for 24 hours.

Course Outcomes/Assessment

Outcomes:

To prepare for spring internship- and job.

To learn to interview appropriately

To learn to email professionally

To develop a professional resume

To introduce job possibilities

To develop a new personal professional website that reflects your interests

To develop the ability to critique professionally

To prepare for the senior show

to develop a personal style of work

to develop (and print) a series of work fro your senior show

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Assessment:

To Midterm:

Professional resume/ Creative Resume

Joined Linked In/ CG facebook and other appropriate media

Personal website, w/ appropriate facebook, twitter, youtube, blog and other material.

Internship Fair.

After Midterm

Internship lined up.

Mock Interview

Digital Native piece

5 pieces of art for the senior show –at least 3 printed.

Time Need:

2 hours seminar time weekly , 3 individual meetings with instructor, 5-10 hours assignment time weekly.

Location of Facilities

Computers equipped these programs VAC-Second Floor Blake Hall, and Learning Commons

Equipment needed:

Bought website

Thumb drive or portable external harddrive

Springfield College E-mail Account .I will not use your outside accounts. Check at least once a day.

If you do not check your Springfield College account, you will not receive Email updates.

Notebook

Programs Used

Everything you have learned.

Course Evaluation

1. Attendance

Attendance will be counted from the reading of the class roster. If you are not there on time, but come in late you will be docked ½ a class. **DO NOT LEAVE CLASS**, if I am late. **I WILL BE HERE**, unless a message is given to you, I will arrive, I will take attendance. **Be there! 2 absences are allowable, 3 affect the grade** (A to A- to B to B- to C to C-) These absences can be days on the sick list, away games, teacher conferences, knee surgery, consequently do not use your absences to sleep in. If a message is given that I will not be here please check the class page e for assignments. **Projects will be due the next class.** If there is a snowstorm, Mudstorm or Landslide, I will have a message put on the lab door and unless there is a power /internet outage on my home machine I will send you an email that I will not be here. If the school is closed (Ex5999) I will not be here.

2. Participation

Students will be expected to ask questions of guest lectures. They will participate in group critique of other students. Part of their evaluation will be the quality of their critique and their attentiveness during class.

3. Projects

Projects are due on class date at the beginning of class. If the class is missed that the project is given, the student is expected to get the information from another student. A project is counted as **"in"** when the project is in my hand, or in an email. If there is a problem,(still it will be counted as late unless a death in the family/hospital/ or car crash). leave a message on my voice mail or my email. Projects are lower one grade point (A to A- to B to B- to C to C-) each class that it is late.

Course requirements

1. Attendance
2. Projects complete on due date
3. Group critique

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Grades.

Grades are given based on look, time spent on the project, technical ability, work being on time and attitude.

Extra points are given if the work is redone. Grades will not be given out till midterm.

Look is defined as the amount of beauty, creativity and intelligence that you bring to a project.

A: Incredible use of tools and then some, exceptional artwork, perceptive during critiques. I give very few As

B: Showed up to all classes, did the work used the tools, participated in class.

C: Showed up, homework was late or not there, did not participate in class.

Midterm "F" if website is not up.

*POLICY CONCERNING PLAGIARISM

What the Academic Honestly Policy Means in terms of this class. All artwork that is used for your website and your artwork needs to be your own. No other peoples work. None. Nada. Get out your digital camera or cellphone!

"Springfield College students are expected to be academically honest. Misrepresentation of facts, omissions or falsifications in any connection with the academic process (including both course work and official college documents) are violations of the Academic Honesty and Integrity Policy... Obtaining credit for work, words, or ideas which are not the products of a student's own effort is dishonest... Consequences of violating the Academic Honesty and Integrity Policy entail penalties ranging from failing an exercise, failing a course, reprimand, suspension, dismissal, expulsion from the College, forfeiture of a diploma and/or legal action..."

~2001-2002 Student Handbook

What the Physical disability police means to this class. If you are having a problem, you need to let me know. If you need to be in the front of the class to see, if you need to have be look at you so you can hear me, it is your responsibility to inform me.

Academic Assistance:

A wide variety of academic assistance is offered through the **Academic Success Center:**

- **Writing & Reading Support Services** offers students help with all aspects of the writing and reading processes.
- **Math-Science Support Services** provides assistance to students taking courses in Mathematics, Physics, Computer Science, Biology and Chemistry
- The **Content Tutorial Program** delivers support for course work that is outside what is covered by Writing & Reading Support Services and Math-Science Support Services.
- The **Academic Coaching Program** is available to help students improve time management and learning strategies.
- The **Assistive Technology Program** provides training in a range of assistive technologies.
- The **MTEL Assistance Program** provides support for students preparing to take the Massachusetts Tests for Educator Licensure®.
- The **Conversation Partners Program** provides support for non-native speaking students wishing to improve conversation and comprehension skills.
- The **Academic Progress Program** provides assistance and support for the students in academic jeopardy to help improve their academic skills, performance and standing.

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The **Academic Success Center** is located on the third floor of the **Harold C. Smith Learning Commons** and can be contacted at **413-748-3389** or ASC@springfieldcollege.edu. More detailed descriptions of its services can be found on its website: <http://springfield.edu/academic-success-center>

Accommodation Planning:

If you have a documented physical, learning, or psychological disability on record with the Academic Success Center's **Learning Support Services**, or the corresponding campus individual in the **School of Professional and Continuing Studies**, you may be eligible for reasonable academic accommodations to help you succeed in this course. It is your responsibility to request such accommodation in advance and to provide appropriate documentation. Students on the main campus should contact the **Director of Learning Support Services**, who is located on third floor of **the Harold C. Smith Learning Commons**, and can be contacted at **413-748-3768** or ddickens@springfieldcollege.edu. Please let me know of your request as soon as possible so that I can work with you and the Director to arrange for appropriate and reasonable accommodations.

**Final Critique will be held during the finals period.
You have to be there during the final exam period.
Do not make travel plans before the end of exams.**

**Dates may be changed due to acts of God, school closing
or dates of guest speakers**

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TIMELINE

Week 1

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Sept 5 meet and greet Ispy

Sept 7 resume/ clean up facebook

1. Clean up Facebook and join CG Group
2. two professional resume sites one that you like, one that you think you can recreate
3. Photoshop layout of your website at least 2 versions.

Week 2

Sept 12 resume

Due Sept 14- Logo.

Due Sept 19 -Photoshop layout thumbnails of your website at least 2 versions.

Week 3

Due Sept 21 -Front page writing for your webpage. Write about yourself in the 3 person

Sept 23 Laurie on what career services can do for you (where to look for an internship)-email

Week 4

Tuesday Sept 26 work on website ipad and favicon

Thurs Sept 28 Humanics

Week 5

Oct 3 Creative Resume

Oct 5 Laurie on linked in

Week 6

Oct 10 Creative resume due- what I want I want for an interns

Oct 12 Internship info (meet with Ruth in Class)

Week 7

Oct 17 work on website

Oct 19 work on website

Week 8

Oct 23 website done

Oct 24 Show and tell

Digital natives and senior show contract

Oct 26 Midterm meetings

Week 9:

Oct 31 Digital Natives and contracts.

Week10-15

internship interviews,

Artwork check in every Tuesday

Guest speakers

My Checklist by Oct 23 Midterm

- Sept 12** Basic resume complete

- Sept 14** Logo redone

- Sept 19** website bought-layout of site

- Sept 19** Photoshop layout

- Sept 21** Front page writting for website

- Sept 21**Website bought

- Sept 26** Joined [CG Alumni Facebook page](#) and [Linkin in Alumni Group](#)

- Oct 7** signed up for an interview at career services (Ruth will be checking w/ Laurie)

- Oct 3** [Icons \(ipad and favicon\)](#)

- Oct 10**Linked in Profile complete and Ruth added

- Oct 10** Creative Resume Due

- Oct 12** Sent Ruth 1 one page doc w/ what I want to do for internship and 3 possible site

- Oct 23** websites done and up- all pages including a PDF of both Resume

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Oct 23 Your site is up and running- no questions no excuses not up? midterm F