

Course: DAR 296I4/ Indep. Proj. Interactive Design CRN: 12481

Instructor Information

Instructor Name: Greg Loumeau

Instructor Phone: (520) 206-6904

Instructor's Email: Use the online course email feature. You can expect to receive a response within 24 hours during the workweek, Monday through Friday.

Instructor's Website: <http://pima.dreamco.com>

Office Location/Hours: Your instructor is available by appointment for in-person meetings or online chat. Email your instructor to schedule a time.

Supervisor's Phone: (520) 206-6882

Course Information

Course Description: Self-directed laboratory projects. Includes establishing objectives, procedures, and a method of evaluation.

Corequisite(s): May be taken four times for a maximum of sixteen credit hours. Consent of instructor is required before enrolling in this course.

Student Learning Outcomes:

The SLOs will correspond to the class for which the student is taking independent study.

Semester: Fall 2016

Course Location: SANCAT CG16

Course Meeting Days/Time: TBA

Course Delivery/Modality: Hybrid – classroom and remote learning

Required Textbook:

TBA

Other Required Materials: Flash drive or portable hard drive for storing files, earbud headphones

Course Start Date: 8/24/16

Course Drop Date: 9/6/16

Student withdraw Date: 11/9/16

Course End Date: 12/13/16

Final Exam/Project Date: 12/6/16

Student Resources

Learning Centers (tutoring):

- [Desert Vista 520-206-5061
- [Downtown 520-206-7311
- [East 520-206-7863
- [Northwest 520-206-2127
- [West 520-206-3196

Library:

- [Community 520-206-6323
- [Desert Vista 520-206-5095
- [Downtown 520-206-7267
- [East 520-206-7693
- [Northwest 520-206-2250
- [West 520-206-6821

Testing and Assessment Centers:

- [Community 520-206-6454
- [Desert Vista 520-206-5047
- [Downtown 520-206-7254
- [East 520-206-7874
- [Northwest 520-206-2212
- [West 520-206-6648

Technical Support

If you have difficulty logging in, you can request help by sending an email message to pimaonline@pima.edu or by calling (520) 206-4800. For online course issues, you may also call 206-6310. If you need more information on taking the online portion of this course, refer to the Pima Online page.

Computer Commons (Academic Computing)

- [Community 520-206-6323
- [Desert Vista 520-206-5091
- [Downtown 520-206-7311
- [East 520-206-7861
- [Northwest 520-206-2127
- [West 520-206-6042

Course Specifics

Grade Determination

Assignments

Type of Assignment	Method
Projects	Assignments handed out by the instructor, during classroom hours and additional lab time outside regular hours, if needed.
Final Project	You will create a comprehensive project, that will contain all the elements of the previous projects. You will present it to the class at the end of the semester
Make-ups	You are able to fulfill your assignment at the subsequent class session (or up to 3 days after the last class session), with 10% of the points

Extra Credit Assignments: Check with instructor for availability

Grading Procedures and Policy

Type of Assignment	How many	Points for each	Total
Projects	2	250	500
Final project	1	500	500
		Total	1000
Minimum number of percentage points needed to receive a particular grade:			
A	90.00%	900	
B	80.00%	800	
C	70.00%	700	
D	60.00%	600	
F	Below 60.00%	Below 600	

In addition to the three projects, students will be required to do the following:

- Post comments on reports by other students on the class website, on a weekly basis
- Turn in one online report per semester
- Do and turn in any in-class exercises assigned
- Do and turn in assigned homework

Course Schedule

See next page.

Course Schedule

The instructor reserves the right to change the schedule in order to adjust it to the pace of the class.

Week	Description	Reading	Assignments	Due Dates
01/16/16	TBA			

Other Grading Policies

The evaluation of your work is subjective, based on the instructor's experience in the field. Your work will be evaluated on the demonstration of following criteria:

- Fulfillment of goals outlined in the project description
- Following the specifications of the assignment
- Accuracy of the imaging techniques.
- Aesthetics
- Imagination and creativity.
- Your knowledge and facility of the current software
- The overall quality of work.
- Meeting deadlines.

Late Work

Late work will have points deducted based on how long past the deadline it is turned in. The instructor, at his discretion, may deduct as much as one letter grade for every day the work is late.

Additional Information

Save, Save, Save

- Save all work no matter how insignificant it may seem including step by step demos, modules and versions of proj.
- Save your work frequently while you are working on it.
- Save your work to multiple disks.

Class Policies & Procedures

Course Activities

N/A

Electronic Devices Policy

Mobile devices have become an increasing source of distraction in the classroom. Turn off cell phones when you enter class and remove earphones from your ears during the lecture. Do not surf the web during the lecture or go to social networking sites. If you wear earphones, text, chat or surf the web during the lecture, you will be marked absent from the class.

PCC Definition of a Credit

Students are expected to spend a minimum of 45 hours per credit on work related to the class. This includes time spent in the classroom as well as out-of-class work such as reading assignments, homework, projects, etc.

Optional Course / Discipline-Specific Information

Other Policies

Attendance

Class attendance is mandatory. The only exceptions are for illness or emergency. Please inform the instructor if you are unable to attend either by phone or e-mail. Five points is deducted from your final grade for each unexcused absence. If you miss more than three classes for any reason you may be dropped from the class. Please see the active and continued participation statements below.

Missed Classes

If you miss a class, it is your responsibility to make up work missed during your absence. Write the contact information of at least two other students in the class so that if you cannot attend a class, you can obtain the notes assignments or other materials that you missed. Do not email the instructor asking what you missed in class these e-mails will not be answered. Check the blog for assignments and postings. The assignments are posted at the beginning of each week of class.

Late Arrival

Don't be late to class. The lecture begins promptly at the beginning of class. If you are late for class, you will miss valuable information. Three unexcused late arrivals is equal to one unexcused absence.

Health and Safety/Lab Regulations

See any signs posted in the classroom

Field Trips

N/A

Online/Hybrid Computer Access

See information above about hours for the Academic Computing Center on the second floor of the SANCAT building

Clinical

N/A

Externship/Work-study

N/A

Mandatory Statements

Student Official Withdrawal from Class

A student may withdraw him/herself from the class by the Student Withdrawal Deadline listed above and a grade of 'W' will be recorded on the transcript. It is strongly recommended that you speak with faculty and a financial aid staff member before deciding to withdraw. Visit the [Managing Financial Aid](https://www.pima.edu/paying-for-school/financial-aid/managing-award/index.html) (<https://www.pima.edu/paying-for-school/financial-aid/managing-award/index.html>) page to determine how dropping or withdrawing from class may have a negative impact on your Standards of Academic Progress, financial aid, and/or scholarships. Review the [Standards of Academic Progress](http://www.pima.edu/new-students/register-for-classes/academic-progress.html) (<http://www.pima.edu/new-students/register-for-classes/academic-progress.html>) to understand the criteria required for and consequences of official withdrawals.

Attendance Requirements/Active Participation

Throughout the term, students must substantively participate in such a way as to ensure successful completion of the course by the end of the term (i.e. regularly submit assignments and continue to interact with other students and the course instructor). Students must complete at least one academic task per week/7-day period (including during the first 7 days of the course) that will serve as documented active participation. Students who do not actively participate in the class by the drop period will be dropped from the class. This may result in adverse financial consequences such as a change in financial aid, veterans' benefits, and/or other benefits related to being a student. Examples of active participation include (but are not limited to):

- [attending class during each scheduled face-to-face session
- [participating in a class-related activity each week/7-day period such as attending a faculty-organized study session, working on course content in a supervised center, or meeting with the instructor face-to-face or online
- [completing a class-related task such as an interactive tutorial or computer-assisted instructional activity
- [completing an assessment during each week/7-day period; the assessment might address content that should have been learned to date or might be in the form of a progress self-assessment
- [posting academically-related communications regarding course content
- [participating academically in a discussion
- [signing in via an Accutrack-type system for the on-site component in an on-campus (and possibly self-paced) class

Note: Simply logging on to D2L or other computer-based systems does not meet the federal guidelines for active participation.

Notice to Students: Using Copyrighted Materials

Some or all of the instructional materials you will use in this course are copyright protected. Federal copyright law prohibits the reproduction, distribution, public performance, or public display of copyrighted materials without the permission of the copyright owner, unless fair use or another exemption under copyright law applies. Websites and other online resources used in the course of your studies may also contain copyright protected material. Your visit to a website cannot include unauthorized downloading or copying. Please understand that there are serious penalties for the unauthorized copying, downloading or sharing of copyright protected materials. If you aren't sure whether you can copy or download materials, please ask your instructor or a librarian.

Academic Integrity/Cheating Plagiarism

All PCC students are considered to be responsible individuals and are accountable for their own behavior. The College expects students to obey local, state and federal laws, and to follow the [Student Code of Conduct](https://www.pima.edu/current-students/code-of-conduct/docs/Student-Code-of-Conduct.pdf) (https://www.pima.edu/current-students/code-of-conduct/docs/Student-Code-of-Conduct.pdf). PCC has zero tolerance toward student acts of plagiarism. Plagiarism, as defined in the Student Code of Conduct,

“includes representing the work of another person as one’s own, including information downloaded from the Internet. The use of another person’s words, ideas, or information without proper acknowledgment also constitutes plagiarism.”

The [Student Code of Conduct](https://www.pima.edu/current-students/code-of-conduct/docs/Student-Code-of-Conduct.pdf) (https://www.pima.edu/current-students/code-of-conduct/docs/Student-Code-of-Conduct.pdf) is specific with regard to the academic ethics sanctions for plagiarism.

Financial Aid, Veterans Benefits, and Other Student Benefits

Your financial aid, Veterans benefits, and other benefits from PCC and external agencies are contingent on your participation, performance, and compliance with guidelines set by the College and the benefit providers. Please see a student financial aid advisor, veteran’s benefits advisor, or other agency advisor for information on your benefits, your status with those benefits, and other items of which you should be aware.

Notice of Non-Discrimination

Pima Community College does not discriminate on the basis of race, color, national origin, sex, disability, or age in its programs and activities. The following person has been designated to handle inquiries regarding the non-discrimination policies:

EO/Deputy Title IX Coordinator
4905 E. Broadway, D108, Tucson, AZ 85709
520-206-4539 Email: EEO-ALL@pima.edu

American with Disabilities Act (ADA) Policy Statement

PCC is committed to providing accommodations for qualified individuals with disabilities in a timely and effective manner. To request a reasonable accommodation, students must be registered with the campus Access and Disability Resources (ADR) office. Accommodations will be made based on eligibility determined by Access and Disability Resources. Services can be requested at any time during the semester. Requesting services well in advance will help to ensure that resources are available when needed. Please contact the ADR office at 206-6688 or ADRHelp@pima.edu.

Title IX and Pregnancy

PCC follows the Title IX policy of non-discrimination on the basis of sex, including pregnancy. Students who would like assistance related to pregnancy, should contact the office of Access and Disability Resources (ADR) at 520-206-6688 or email ADRHelp@pima.edu.

Federal Family Education Rights and Privacy Act (FERPA)

Subject to certain exceptions set forth in the Federal Family Education Rights and Privacy Act (FERPA) of 1974, Pima Community College will not provide personally identifiable student information (including but not limited to grades, billing, tuition and fees assessments, financial aid and other student records) to third parties absent the student’s consent. Third parties include parents, spouses, siblings, and third party sponsors. You (the student) may grant Pima Community College permission to release certain information to a third party by submitting the [FERPA Release form](#):

<https://pima.edu/current-students/code-of-conduct/ferpa/index.html>

Ask a staff member for a copy of the form BEFORE you arrive with a third party.

Mandatory Reporting

Pursuant to Arizona law (A.R.S. §13-3620), College personnel who learn in the course and scope of their employment that a minor (person under 18 years of age) has been the victim of physical or sexual abuse, are required to report this information immediately to law enforcement.

Pursuant to federal law (34 CFR 668.46), College personnel who learn in the course and scope of their employment that an individual has been a victim of dating violence, domestic violence, sexual assault, or stalking, or is informed about allegations of any of these offenses shall as soon as possible, contact the Department of Public Safety.