

APPLIED ARTS DIVISION
School of Liberal Arts
Winter Semester, 2015



COURSE OUTLINE

MMC 113

DESKTOP PUBLISHING WITH INDESIGN

45 HOURS
3 CREDITS

PREPARED BY: Jon Gelinas DATE: _____
Instructor Name

APPROVED BY:  DATE: _____
Dr. Andrew Richardson, Dean

YUKON COLLEGE
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Course Outline prepared by Jon Gelinis, October 19, 2014.

Yukon College
P.O. Box 2799
Whitehorse, YT
Y1A 5K



APPLIED ARTS DIVISION
Desktop Publishing with InDesign
3 Credit Course
Winter Semester, 2015

Desktop Publishing with InDesign

INSTRUCTOR: Jon Gelinas

OFFICE HOURS: By appointment

OFFICE LOCATION: T1026-D

CLASSROOM: T1030A

E-MAIL: jgelinas@yukoncollege.yk.ca

TIME: 1:00 - 4:00 P.M.

TELEPHONE: 867-668-8766

DATES: Wednesdays

COURSE CALENDAR DESCRIPTION

This course provides fundamental knowledge of desktop publishing, using the industry-standard application Adobe InDesign. Students will develop basic and intermediate skills in graphic design concepts, including determining the correct input/output criteria for a given job, managing colour, preparing images for print, and packaging the product for professional printing.

COURSE DESCRIPTION

This course is designed to provide a thorough basic understanding of Desktop Publishing using of Adobe InDesign. Students will receive training in basic and intermediate Desktop Publishing features, including: fundamental graphic design, how to determine the correct input/output criteria for a given job, working with typography and colour, preparing images for print and packaging your work for professional printing. Students will also explore creating and exporting EPUB publications.

PREREQUISITES

None.

EQUIVALENCY/TRANSFERABILITY

AI GD 140 (3)

AU COMP 2XX (3)

YUKO MMC 125 (3) & YUKO MMC 123 (3) & YUKO MMC 113 (3) = NIC IMG 102 (3)

TRU-OL CMPT 1XX1 (3) TWU COMM 100 lev (3)

UVIC ART 100 lev (1.5)

LEARNING OUTCOMES

The successful completion of this course indicates that the student has reliably demonstrated the ability to:

- layout various types of documents such as posters, brochures and booklets
- optimize images for printing
- package and prepare work for professional printing
- integrate effective design principles
- export in various formats including PDF and Epub
- establish an efficient desktop publishing workflow.

DELIVERY METHODS/FORMAT

Conventional lecture and demonstration methods are used to present the theory portion while projects and assignments are utilized to reinforce and compliment the theory.

COURSE REQUIREMENTS

It is not required that you own a computer; however, the appropriate hardware and the course software are suggested for optimal learning. Students should purchase a USB flash drive or external hard drive to transfer files to and from home.

ASSESSMENTS

Attendance and Participation

Regular attendance and participation are expected. If you must miss class, please inform the instructor ahead of time, if at all possible. It is the student's responsibility to take notes, to obtain missed assignments, announcements or material handouts for any class they have missed. The student is also expected to review topics as outlined in the syllabus prior to class.

Assignments

Students are given assignments after each class to demonstrate their understanding of material covered during formal delivery and the application of this knowledge in a practical manner.

Final Project

This in-class practical project will assess the student's course knowledge in general since the beginning of term, and concepts covered in more detail since the mid-term evaluation.

EVALUATION

Assignments	80%
Final Project	20%

REQUIRED TEXTBOOKS/MATERIALS

Adobe InDesign CC

Adobe Press, Pearson Publishing ISBN 978-0-321-92697-5

PLAGIARISM

Plagiarism is a serious academic offence. Plagiarism occurs when students present the words of someone else as their own. Plagiarism can be the deliberate use of a whole piece of another person's writing, but more frequently it occurs when students fail to acknowledge and document sources from which they have taken material. Whenever the words, research or ideas of others are directly quoted or paraphrased, they must be documented according to an accepted manuscript style (e.g., APA, CSE, MLA, etc.). Resubmitting a paper which has previously received credit is also considered plagiarism. Students who plagiarize material for assignments will receive a mark of zero (F) on the assignment and may fail the course. Plagiarism may also result in dismissal from a program of study or the College.

ACADEMIC ACCOMMODATION

Reasonable accommodations are available for students requiring an academic accommodation to fully participate in this class. These accommodations are available for students with a documented disability, chronic condition or any other grounds specified in section 8.0 of the Yukon College Academic Regulations (available on the Yukon College website). It is the student's responsibility to seek these accommodations. If a student requires an academic accommodation, he/she should contact the Learning Assistance Centre (LAC) at (867) 668-8785 or lassist@yukoncollege.yk.ca.

WRITING CENTRE

All students are encouraged to make the Writing Centre a regular part of the writing process for coursework. Located in C2231 (adjacent the College Library), the Writing Centre offers half-hour writing coaching sessions to students of all writing abilities. Coaching sessions are available in person and through distance technologies (e.g., email plus Skype or phone). For further information or to book an appointment, visit the Centre's website:

www.yukoncollege.yk.ca/student_info/pages/writing_centre.

COURSE SYLLABUS

Please see your MyYC course page for full breakdown of topics covered and assignment dates.