

# Information Graphics Syllabus



## Learning outcomes

Upon successful completion of this course, students will

- use design principles, design & create various types of effective information graphics; and
- research various theories of information visualization and apply these theories to information graphics

## Prerequisites for TCOM 6035

IDC 6001 and IDC 6030; Co-requisite: IDC 6002; must have working knowledge of Photoshop, Illustrator

**Textbooks:** No textbooks required; access to Internet is necessary

## Software and hardware:

Recommended:

**Adobe Photoshop** and/or **Adobe Illustrator** (both of these are included in Adobe Creative Suite)

If you don't own or can't purchase this software, then you will need to have access to it or to equivalent digital and raster image editing software. If you live in the metro Atlanta area and can get to campus, the latest version of Adobe Creative Suite software, CS4, is available in the Graphics Lab (J212) for your use.

If you choose not to purchase the software and opt to use the Graphics Lab on campus, then it's your sole responsibility to request a security pass card to provide entrance to the lab when it's not open. Call Donna McPherson, department Administrative Assistant (678-915-7202) or e-mail her ([dmcphers@spsu.edu](mailto:dmcphers@spsu.edu)) to request a card. Do this BEFORE class begins.

### **Personal Use software discounts through eMSD**

*The SPSU community, faculty staff and students, can purchase many software titles through the Managed Software Distribution organization at the University of Georgia. The process, known as eMSD, makes the software available for personal use at significantly discounted prices.*

To take advantage of this opportunity visit: <http://emsd.uga.edu>. To log in, use your SPSU user name and password. New titles will be added regularly, but if there is an application you are interested in you can contact the eMSD administrators directly at [emsd@uga.edu](mailto:emsd@uga.edu) (from <http://www.spsu.edu/infotech/software.html#emsd>)

## **Microsoft Excel or similar spreadsheet software**

## **Desktop publishing software**

### **Adobe Acrobat or PDF 995** for creating PDF files

This is not the same as Adobe Acrobat Reader, which allows you to read PDF files. This software allows you to create PDFs. You may already have this software on your computer. If you have Adobe CS3, then you have Adobe Acrobat 8. If you have Photoshop CS3, then you have the capability of creating PDF files from Photoshop. However, you may need to create PDFs from MS Word. I recommend downloading the FREE software, PDF995, from [www.PDF995.com](http://www.PDF995.com).

**Scanner** (Available in the Graphics Lab for those who have access to campus)

SYLLABUS FALL 2009

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## Class schedule & Vista:

“Class” will begin on Tuesday, Aug. 25th. Course material for the week will be posted in Vista by 6:00 pm that day. You’ll be expected to “log in” at your convenience within the next 24 hours (from 6:00 pm Aug. 25th to 6:00 pm Aug. 26th) to get your assignment and read the course syllabus. This “first day of class” will mark the beginning of the first “week” of instruction. Course material for the week will be posted in Vista by 6:00 pm that day, and new material will be posted at 6:00 pm on each successive Tuesday. The assignments and due dates are carefully arranged to help you avoid getting behind; these due dates will be strictly enforced. Although there are no required synchronous meetings online, students should log in to the course as promptly as possible each week and then again several times during the week to check for new announcements and additional assignments. If you have problems logging into Vista, you’ll need to contact Vista support (Brichaya Shah, [bshah@spsu.edu](mailto:bshah@spsu.edu))

## Contacts to solve problems:

How to log in to Vista? [http://www.spsu.edu/webct/vista\\_login\\_instructions.html](http://www.spsu.edu/webct/vista_login_instructions.html)

Can’t access your Vista account? E-mail Brichaya Shah ([bshah@spsu.edu](mailto:bshah@spsu.edu))

Need to speak with instructor? Call me (Dr. Oliver) at 687-915-4994 or e-mail me ([boliver2@spsu.edu](mailto:boliver2@spsu.edu));

Don’t use Vista to e-mail me; I don’t read Vista e-mail. You may use Vista e-mail among classmates if you choose.

Need to arrange an appointment? Call me or e-mail me, and leave your contact information; I’ll get back to you

Emergency? If you can’t reach me via phone or e-mail, call Donna in ETCMA office (678-915-7202); She can always reach me.

Need to arrange a security card pass? Call Donna (678-915-7202) or e-mail her ([dmcpfers@spsu.edu](mailto:dmcpfers@spsu.edu))

## Files—backing up, sending, etc.

It’s your responsibility to back up your files to your flash (thumb) drive, CD-RW, or external hard drive in addition to storage on your personal computer. Files uploaded to Vista will be in PDF format, unless otherwise specified. If you are requested to mail files to instructor, these files must be on CD-R or CD-RW disks; no floppy disks are allowed.

## Grades

Your semester grade will be based on participation in online discussions & other online activities & grades on exercises, quizzes, and projects. There will be 4-5 projects that will become part of your professional portfolio.

Participation, Quizzes, exercises	20%
Portfolio projects (4)	80%
TOTAL	100%

## Disabilities

“A student at Southern Polytechnic State University who has a disabling condition and needs academic accommodations has a responsibility to voluntarily identify him/herself as having a disability by scheduling an appointment with the Disability Services Coordinator as soon as possible.” (*SPSU Undergraduate Catalog*)

## Cheating

“A faculty member reserves the right to remove any student from his or her course if the student’s behavior is of a disruptive nature or if there is evidence of academic dishonesty.” (*SPSU Undergraduate Catalog*)

## Miscellaneous issues

Telephone and e-mail will be our main forms of communication. Face-to-face conversations or synchronous telephone conversations are preferred. E-mails from you explaining late assignments do not constitute excuses. These matters must be handled either face-to-face or in a synchronous phone conversation prior to the event. **Please use my SPSU account to email me; that’s [boliver2@spsu.edu](mailto:boliver2@spsu.edu). I WILL NOT be checking my email in Vista.** Use of cell phones in the lab is not allowed.

**NOTICE: This syllabus may be changed at any time at the discretion of the instructor. You will be notified of any changes.**