

San Jose State University, Spring 2021
ART-024-05 (29727), Beginning Drawing
Spring Semester 2021, 01/27/21-05/17/21
TuTh 12.30 PM -2.50 PM ONLINE
Units: 3.00
Emanuela Harris Sintamarian (call me "Ema")

1. CONTACT

How You Can Contact Me

1. Inbox/Conversations PREFERABLE

One of the ways to reach me is through the Canvas Inbox/Conversations messaging system. This is the messaging tool used instead of email to communicate with a course, a group, an individual student, or a group of students. So, you may also use this tool to communicate with one another.

- Click the **Inbox** link in the left menu.
- Choose a name, course, or group you would like to send a message to.
- Write and send the message.

2. Email: emanuela.sintamarian@sjsu.edu

NOTE: Please:

Do NOT email assignments/ discussions. Please upload them to the corresponding Module.

website: <https://www.emahsin.com/>

Independent Zoom Meetings: Please, email me at least 48 hours before scheduling an independent meeting.

III Office hour: Zoom Meetings: W 3:00-4:00 PM-by appointment only.

NOTE: : Please,

*** email me 24 hours before scheduling a meeting.**

***find on Canvas "M0: About the class", the link to our Office zoom link**

+ zoom live meetings

***check Canvas Inbox / Announcements for any possible changes regarding Office Hours.**

How I Will Contact You

I will be an active participant in this course. You can expect that I will contact you a few times each week, via the following methods:

- Announcements
- Canvas Inbox messages

NOTE: Please, check regularly your Canvas (you might want to do the appropriate setting to get immediately notifications: <https://community.canvaslms.com/docs>)

2. COURSE DESCRIPTION:

Students are introduced to the fundamental elements and compositional principles of drawing. Lecture and studio practice will emphasize a variety of media, tools, and techniques in studying the elements and principles of drawing, including line, shape, value, perspective, proportion, balance, and unity. The course may include field trips.

4. DISTANCE EDUCATION METHODS OF INSTRUCTION

- Power Point presentations

- Instructional Videos
- Discussion boards
- Graphics (photos, images, annotated screen shots)
- Online library resources
- Online reference resources
- Publisher prepared online materials

5. TEXTBOOK

- we will **not** have a **mandatory textbook** for the class, however, please find below a list of

Suggested Books for Beginning Drawing:

- Berry, Drawing the Human Form
- Brooke, Sandy, Drawing as Expression, Techniques and Concepts
- Edwards, Betty, *Drawing on the Right Side of the Brain*
- Goldstein, Nathan, *The Art of Responsive Drawing*
- Hale, Robert Beverly, *Drawing Lessons from the Great Masters*
- Henri, Robert, *The Art Spirit*
- Nicolaidis, *The Natural Way to Draw*
- Mendelowitz, Daniel M & Wakeham, Duane A., *A Guide to Drawing 5th Edition*
- Zelanski, Paul & Fisher, Mary Pat, *The Art of Seeing*

6. COURSE FORMAT and FEATURES

Please, check your Canvas Inbox and/ or Announcements every week.

Although this course is online, we will meet constantly. We will have:

I. Lectures:

- **always at the beginning of a new project**
- **they will be "live" but I will try to do my best to provide recordings**

II. Demos:

- While some of the demos will be given directly, others are prerecorded (so, watch **ALL** instructional **VIDEOS BEFORE** you **START WORKING**)

III. "Work in class-time"-we will work in class—please look at the schedule beforehand and be prepared.

IV. Work during class-it means you will work during class time, but I will keep the zoom meeting on for 1 hour so you could just drop in if you need help. (be prepared)

NOTE: if you need/ want to **drop in:**

- Make sure you have your **camera on**
- To maximize our time, before you drop in, please either:

1. have at hand your project you need help with, OR

2. take a good photo of it, save it to your desktop, and be ready to share it on zoom (or make sure you posted it on slack)

Slack: for immediate feedback, we will use this application for this class. If you did not download yet, please let me know so I could send you an invitation. Also, make sure you join the "Work in Progress Art 24" file-- or post there.

V. Critiques: The critique day will be announced before hand.

Please, be ready for it---In order to do so:

Either. A. upload your photos of your works on our class power point SJSU Drawing Critiques or , if you did not have time to do so, B. Take a good photo of your artwork/artworks (as stipulated) and have it saved on your desktop ready to share it with class

VI. Assignments must be uploaded under Assignment Canvas (each of them will have a specific deadline, however you will be able to upload works until May 10th—please read “late works”)

7. WEEKLY CANVAS MODULE LESSON

You must log in EVERY WEEK to complete the week's lesson, which could include reading, images, videos, lectures demos, and homework instructions, and to complete other tasks including posting images and comments to forum discussions and completing drawings.

I will publish the weekly module by Monday. You may log on any time during the week but must complete the module / its activities by its deadline and / or before the next Zoom meeting and be sure to keep in mind the deadlines for submissions, which are usually on Sundays.

Weekly Zoom Meeting

Unless we are working on longer drawings, the Zoom meetings are MANDATORY. In the beginning of course, they will be held weekly, then according to the length of the project(-s) we will change them.

NOTE: for longer project we will still have the Drop-in sessions, or you could use Slack, or both.

All times will be announced before hand. That is why it is important you attend the meetings and check Canvas Inbox/ Announcements)

General Weekly Schedule

- **Usually Tuesday:** 12.30- 2.50: Live Zoom Meeting and / or "Work in class" (according to the project) Drop in
- **Thursday:** 1:00-2:00: Work in class with Drop in -(check announcements/ canvas inbox)
- **Monday:** Log on to Canvas and begin weekly lessons - You may start viewing videos, complete readings, begin drawings and other assignments. Complete Weekly lesson before the next Zoom meeting.
- **Wednesdays:** 3:00 - 4:00 I am available for Individual office hour meetings via Zoom. Please arrange an appointment in advance (24 hours prior to the meeting). Use this time to get individual feedback or ask me questions.
- **Sundays at midnight:** Due Date for Weekly Postings & Assignments and/ or uploads to the class critique PPP.
- **FINAL EXAM: May the 21st: From 9:45 AM to 12:00 PM.**

ZOOM MEETINGS

***LINK: Topic: SJSU_ DRAWING CLASS--** Please, find on Canvas “MO: About the class” , the link to our zoom live meetings + Office zoom link

***Time:** 12:30 PM-2.50 PM

8. TOPICS TO BE COVERED (What You Will Learn)

1. **Course Lecture Content**
 1. **General art terms and drawing-specific vocabulary**
 2. **Drawing Skills**
 1. Seeing versus knowing

2. Contour drawing
 3. Sketching
 4. Sighting methods and tools
 5. Working from general to specific
 6. Negative space
 7. Proportion
 8. Non-linear perspective
 9. Linear perspective
 1. One point
 2. Two Point
 3. Ellipses
 10. Elements of Design
 11. Principles of Design
 12. Use of light/shadow pattern
 13. Shading techniques
 14. Perception skills
 15. Construction methods
 16. Rendering techniques using various materials
 17. Perspective
 18. Composition
 19. Volumetric rendering
 20. Texture
3. **Critiquing and assessment methods**
 1. Perceptual skills
 2. Technical skills
 3. Composition
 4. Evaluation of student work, including
 5. Responsible behavior in a studio environment
 6. Analysis of the objective qualities of a drawing
 7. Analysis of the subjective qualities of a drawing
 8. Time management
 4. **Historical and contemporary context**
 1. Historical overview of drawing materials and approaches
 2. Contemporary trends in drawing materials and approaches
2. **Course Lab Content**

Skill development in a series of drawing assignments based on course content

 - I. **General art terms and drawing-specific vocabulary**
 - II. **Drawing Skills**
 - a. **Perception skills**
 1. Seeing versus knowing
 2. Contour drawing
 3. Sketching
 - b. **Construction met**
 1. Sighting methods and tools
 2. Working from general to specific
 3. Negative space
 4. Proportion

c. Rendering techniques using various materials

d. Perspective

1. Non-linear perspective
2. Linear perspective
3. One point
4. Two Point
5. Ellipses

e. Composition

1. Elements of Design
2. Principles of Design

f. Volumetric Rendering

1. Use of light/shadow pattern
2. Shading techniques

g. Texture

III. Critiquing and Assessment Methods

a. Evaluation of students work, including

1. Perceptual skills
2. Technical skills
3. Composition

b. Responsible behavior in a studio environment

c. Analysis of the objective qualities of a drawing

d. Analysis of the subjective qualities of a drawing

e. Time management

IV. Historical and contemporary context

- a. Historical overview of drawing materials and approaches
- b. Contemporary trends in drawing materials and approaches

Course Lab Content

Skill development in a series of drawing assignment based on course content:

1. General art terms and drawing specific vocabulary
2. Perceptual skills
3. Construction methods
4. Rendering techniques
5. Perspective
6. Composition
7. Volumetric Rendering
8. Texture
9. Critiquing and assessment methods

9. STUDENT LEARNING OUTCOME

1. Analyze the objective and subjective qualities of a drawing using general art terms and drawing-specific vocabulary.

2. Employ the elements and principles of design in the creation of drawings using a variety of materials and techniques.
3. Create a method of analytical and technical exploration for creative problem solving to realize a personal interpretation of assignments.
4. Demonstrate responsible behavior and time management skills in a studio environment.
5. Examine and describe historical and contemporary developments, trends, materials, and approaches in drawing

10. WHAT YOU WILL DO

To demonstrate your learning, you will complete the following activities:

- Read the module pages explaining our course guidelines and policies
- Read and respond to the module pages introducing our topics
- Be an active participant in the class by Introducing yourself, asking questions (pertinent to our topics), bringing in your previous information), engaging with classmates in a discussion
- Generally: submit on time: assignments, discussions / images for critiques, eventual quizzes and follow the class protocol.

11. ACCESSING INFORMATION: LECTURES, DEMOS, INSTRUCTIONAL VIDEOS, READINGS + ASSIGNMENTS AND DISCUSSIONS

In order to avoid any confusion, when accessing ANY TYPE OF INFORMATION AND OR REQUIREMENTS: do it directly through the Module.

- Modules are designed to be completed generally in chronological order. Generally, you should complete each module and each page in order, but you are welcome to skip ahead and come back to things as needed.
- Every module in Canvas can be navigated by the "Previous" and "Next" buttons at the bottom of each page.
- When you are redirected to a link, or a task, return to the lesson between each step. You may stop at any point in the lesson and return later to complete it.

8. SCHEDULE:

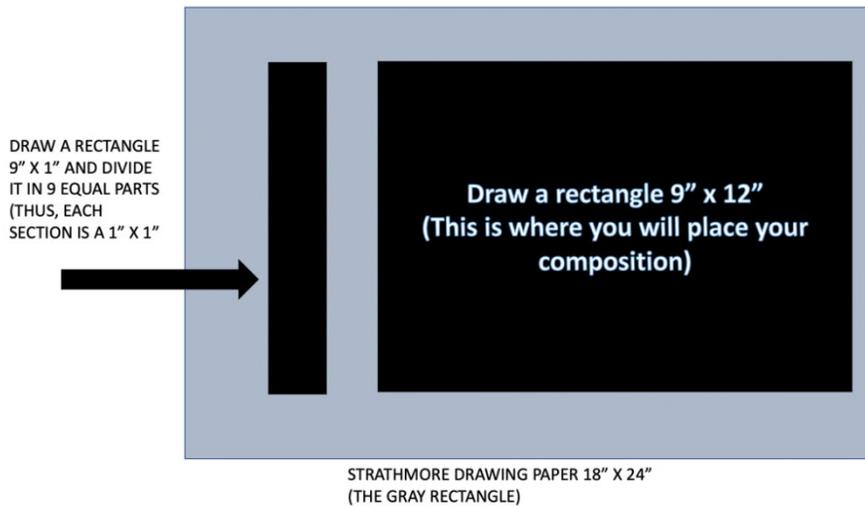
- This is a **provisional schedule**. It is **open to change** based on **the flow** and **needs of the class**.

Please **be in class (Zoom meetings)** and **check your Canvas Inbox and Announcements regularly** to receive notices regarding **any changes**.

NOTE:

- **Work DURING class: TTH: 12:00 PM-2.50 PM**
- **Drop in: TH 1: 00 PM -2.00 PM**
- **CRITIQUE DAYS WILL BE ANNOUNCED BEFOREHAND**

IMAGE 1—In Preparation for your First Value Drawing (M8)



MODULE	TOPICS	DATE	WHAT YOU HAVE TO DO
<u>MODULE 0: Orientation: Start Here!</u>	I. INTRODUCTION About the class About Zoom Students Resources About Instructor	01/28 Zoom Meeting	M0: Discussion: About Student M0 Assignment: Student Intro/ Info on Canvas and Zoom
<u>MODULE 1:</u> <u>1. MATERIALS,</u> <u>2.RESOURCES AND 3.ART</u> <u>INFO</u> -Different materials, what they are, and possible alternatives 3. M 0.0: EXTRA CREDIT ASSIGNMENT does not replace other works (MAY 3-MAY 16) Drawing Focus On: Drawing: what it is/ types of	1. MATERIALS, 2.RESOURCES AND 3.ART INFO 1. List of materials - abbreviated and full description 2. List of Art Resources 3. ART INFO (What is art? Art and Art History; Work of Art; The Components of Art (Subject, Content and Form); Themes in Art; Understanding Media, Subject and Themes in Art); Basic Elements in	01/28 Zoom Meeting	M 1. MATERIALS -Read the full description of materials Module1 (Optional) ART INFO - read and/or watch videos from: Part 1 What is art? What is Art for? M1.1 Assignment: Dry Technique PENCIL * watch instructional videos *drawings Additive and Subtractive Methods * complete and submit a series of drawings

<p>1. Use of Pencil / hand positioning, 2. Mark making 3. Additive and Subtractive Methods</p>	<p>2D Artwork; Development towards Abstraction; The Principles of Design</p> <p>Materials Needed: Sketchbook (or printer paper + a binder) Pencils (assortment) Eraser (Vinyl and/or kneaded) Tape Drawing board X-Knife + sandpaper Paper towel or tissue paper</p>		<p>MAKE A VIEWFINDER (For next class) -read the info on how to -make the viewfinder</p>
<p>MODULE 1.1 HOW TO....(PREPARE , MAKE, CLEAN, SHARPEN MATERIALS) ___DEMOS</p> <p>Focus on Info on How to: How to Prepare your Newsprint Paper and Strathmore Paper (Pull out from the Pad + Taping/ Removing the Tape)</p> <p>How to: Sharpen Pencil; use Kneaded Eraser; Clean Vinyl Eraser; and Use Pencil Holder</p> <p>How to: Assess Blending Tools; Make your Own Stumps; Clean/Sharpen your Stamps/Tortillions, and Use Fixative Spray</p> <p>How to Tone Paper (with Graphite and Charcoal)</p>			<p>Read and watch instructional videos: M 2.0 Overview M 2. 0 Overview Assignment M 2.0 Watch video</p> <p>M 2.1 Assignment: Positive vs Negative -sketchbook work -work on Strathmore Drawing paper</p> <p>Post progress on Slack</p> <p>Complete and submit all your drawing to Assignment/Canvas</p> <p>3. (Optional) Continue from M1: ART INFO - read and/or watch videos from: Part 2 Art and Art History (Civilization; Culture Context)</p>
<p><u>MODULE 2: LINE Part One (BLIND CONTOUR, OUTLINE, IMPLIED LINES)</u></p>	<p>M3 Lecture on Element of Art: Line</p> <p>Focus and Demo on:</p>	<p>02/02 Zoom meeting Blind contour Outline</p>	<p>I. M2 Line Assignment Blind Contour</p>

<p>Focus on:</p> <ol style="list-style-type: none"> 1. Eye hand coordination 2. Fast drawings 3. Use of tools 4. Types of lines / drawings <p>One Method in approaching sketching/ beginning of a drawing</p> <ol style="list-style-type: none"> 1. Type of Axes 2. What Are Axes 3. Purpose of Axes in drawing 4. Composite shapes/ 5. Drawing construction 6. From inside (construction lines) <p>To Outside, expressive/ modulated/ immediate lines</p>	<p>Blind Contour, Outline, Implied Lines)</p> <p>Materials:</p> <ul style="list-style-type: none"> *sketchbook *drawing board *Pencil (3B, or 4B) + x-Knife (or sharpener) *Micron or sharpie * Strathmore drawing paper * compress charcoal *Newsprint paper <p>NOTE: be prepared to work "in class"</p> <ul style="list-style-type: none"> *sketchbook *drawing board (if you have a soft cover sketchbook) *Pencil (3B, or 4B) + x-Knife (or sharpener) *Micron or sharpie 	<p>Implied lines</p>	<p>II. M2 Line Assignment Outline</p> <p>III. M2 Line Assignment Implied Lines</p> <p>IV from M 1 ART INFO: Read and watch videos from M1.1 (How to...)</p> <p>(Optional) Continue from M1: ART INFO (OPTIONAL) read and/or watch videos from:</p> <p>Part 3: Work of Art- (What is a Work of Art)</p> <p>Part 4: The components of Artworks</p> <p>Part 5 Themes in Art</p> <p>Complete and submit all your drawing to Assignment/Canvas</p>
<p>MODULE 3 LINE: Part TWO: Continuous Line, Contour Line, Planar Drawing, Cross Contour)</p> <p>Focus On:</p> <ol style="list-style-type: none"> 1. Intro to Value through line 2. line modulations 3. Line suggesting planes and volume 	<p>3.0 LINE (CONTOUR/ PLANAR) Lecture Demo</p> <p>NOTE: be prepared to work "in class"</p> <p>Materials:</p> <ul style="list-style-type: none"> *sketchbook *Strathmore drawing paper *drawing board *pencils (assortment) <p>A mechanical pencil will be great (2B)</p> <ul style="list-style-type: none"> *Charcoal Pencil *tape *Paper towel *Sandpaper *eraser *microns or sharpie (fine point) <p>What to Do before class:</p>	<p>02/04 Zoom meeting Continuous Line Contour Line</p> <p>02/09 Continuous Line Contour Line *Post on Slack *Drop in if needed</p> <p>02/11 Zoom Meeting Planar Drawing Cross Contour Final Drawing</p> <p>02/16 Planar Drawing Cross Contour Final Drawing *Post on Slack</p>	<p>M3 Line: Assignment: Continuous Contour</p> <p>M3 Line Assignment: Contour Line</p> <p>M3 Line Assignment Planar Drawing,</p> <p>M3 Line Assignment Cross Contour</p> <p>M3 FINAL LINE PENCIL</p> <p>Complete and submit all your drawing to Assignment/Canvas</p> <p>From M1 (Optional) 3. ART INFO: - read and/or watch videos from: Part 6</p>

	<p>Have your</p> <ul style="list-style-type: none"> *sketchbook *a sharp 2B pencil or a mechanical pencil- preferable (2B led) at hand *an X-Knife (or sharpener) *A micron or sharpie 	*Drop in if needed	Understanding Media, Subject and Theme in Art
<p>MODULE 4: LINE Part THREE: Dry Media 1. (Charcoal Exercises); Starting a Drawing (Axes/ Simplification of Shapes), 2. Gesture Drawing</p>	<p>M3 SHAPE: DEFINITION, IMPORTANCE, CHARACTERISTICS, TYPES OF SHAPES, ARTISTS' EXAMPLE M3: Lecture & Demo</p> <p>Materials:</p> <ul style="list-style-type: none"> *Newsprint (18" x 24") * Strathmore Drawing Paper *drawing board *Charcoal vine *pencil charcoal * compress charcoal *Kneaded erasure *Tape *Paper towels *BBQ sqwere *x-knife + sandpaper *Pencils *fixative Spray <p>What to Do before class</p> <ol style="list-style-type: none"> 1. Pull out several newsprint papers from your pad 2. Stack them neatly and clip them on your drawing board 3. have your materials close by 	<p>02/18 Zoom meeting Charcoal Gesture</p> <p>02/23 *Post on Slack</p> <p>*Drop in if needed</p>	<p>M 4 Line Assignment CHARCOAL exercises</p> <p>M4 Assignment: Simplifying Shapes drawings</p> <p>M4 Assignment: Gesture</p> <p>Complete and submit all your drawing to Assignment/Canvas</p>
<p>MODULE 5: POSITIVE VS NEGATIVE SPACE</p>	<p>MODULE 3: LINE Part Four (CROSS CONTOUR LINE / FINAL LINE)</p> <p>M 5 Lecture: Positive and Negative Space (or Figure Ground Relationship)</p>	<p>02/25 Zoom meeting Lecture Demo</p> <p>03/ 02 *Post on Slack *Drop in if needed</p>	<p>M5 Assignment Positive vs Negative Space Sketchbook works Large drawing work</p> <p>Complete and submit all your drawing to Assignment/Canvas</p>

	<p>M 5 Demo: How to draw Positive vs Negative Space</p> <p>Overview: Element of Art: Shape (part 2—if needed)</p>		
<p><u>MODULE 6: SPACE and PERSPECTIVE</u></p> <p>Focus on: How to create the illusion of 3D on a 2D surface: Linear perspective</p>	<p><u>MODULE 6: SPACE and PERSPECTIVE</u></p> <p>M4 Lecture Space /Perspective Linear and Atmospheric</p> <p>Overview: M6 Assignment Perspective 1PP M6 Perspective 2PP</p>	<p>03/04 Zoom meeting Lecture Perspective 1</p> <p>03/09 *Post on Slack *Drop in if needed</p> <p>03/11 Zoom meeting Perspective 2</p> <p>03/16 *Post on Slack *Drop in if needed</p>	<p>1. Watch: lecture</p> <p>2. Watch videos and read articles pertinent to this Module's lecture and assignments</p> <p>3. M4 Assignment 1: Perspective 1PP</p> <p>4. M4 Perspective 2PP</p> <p>5 Post progress on Slack</p> <p>6. submit/ upload exercises on 1 point and 2 point to Assignment</p>
<p><u>M7 MEASUREMENTS And SIGHTING</u></p> <p>Focus on: What is sighting? What is Measuring?</p> <ol style="list-style-type: none"> Tools and methods How to find (measure) of an object's parts or between the objects of a composition How to find angles Use of Plumb Lines 	<p>Lecture / Demo</p> <p>What to Do before class: Clip to your drawing board a</p> <p>Materials:</p> <ul style="list-style-type: none"> *Newsprint paper (18" x 24") *Strathmore Drawing paper *vine charcoal *compress charcoal (soft or 4B or 6B) *Pencil charcoal (4B or 6B) *skwere *kneaded erasure / a paper towel *sandpaper *Spray Fixative 	<p>03/18 Zoom meeting</p> <p>03/ 23 *Post on Slack *Drop in if needed</p>	<p>Watch instructional videos and read information on M7 Measurements and Sighting</p> <ul style="list-style-type: none"> -Overview -How to Sight and Measure Part 1 and Part 2 -Vocabulary -Composition <p>M7.1 Assignment: Measuring and Sighting, Composition and Shapes</p>

<p>M8 VALUE Focus on</p> <ol style="list-style-type: none"> 1. What is Value 2. What are its characteristics 3. Type of Value <ul style="list-style-type: none"> -Local Value -Pattern / Shape Value -Value on Forms -Range of Value -Chiaroscuro 4. Assessing Value (before / during drawing)-How to use the value scale 5. Different techniques of applying value (“shading”) 6. Portraiture 7. Subtractive / Additive Method (charcoal or graphite—Landscape) 	<p>M6 Value Lecture / Demo</p> <p>Come and Be Prepared:</p> <ol style="list-style-type: none"> 1. How to Prepare your drawing paper----See Image 1 at the end of Schedule 2. Clip your paper to your drawing paper (in class: study of forms) 3. Have your materials at hand <ul style="list-style-type: none"> *Strathmore drawing paper *pencils 2H, H, HB, B, 2B, 4B, 6B *Tape *vinyl erasure *stumps (or several Q-tips) *Chamois or paper towel *x-knife + sandpaper 	<p>03/ 25 Zoom meeting Lecture Value</p> <p>-Demo: how to do the value scale (pencil layering) -start drawing the basic shapes</p> <p>03/30 Basic shapes</p> <p>04/01 Egg</p> <p>*Post on Slack *Drop in if needed</p> <p>04/06 Zoom meeting Still life</p> <p>04/08 Still life</p> <p>*Post on Slack *Drop in if needed</p> <p>04/13 Zoom meeting Self portrait</p> <p>04/15 Self portrait</p> <p>*Post on Slack *Drop in if needed</p> <p>04/20 Zoom Meeting Landscape</p> <p>04/22 landscape</p> <p>*Post on Slack *Drop in</p>	<p>Watch instructional videos and read information on M8 VALUE</p> <ol style="list-style-type: none"> a. M8 Assignment: Egg + Value Scale b. M8 Assignment: Still Life c. M8 Assignment: (Self-) Portrait d. M8 Assignment: Landscape
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		if needed	
<u>M9 TEXTURE</u> <u>Types of Marks and Techniques</u> Ink and pen Ink Wash	Lecture / Demo	04/27 Zoom Meeting ink 04/29 ink *Post on Slack *Drop in if needed 05/04 Zoom meeting wash 05/ 06 wash *Post on Slack *Drop in if needed	M9 Assignment Ink Studies M9. Assignment Wash Study
Final Critique		05/11 Final Critique	

12. ATTENDANCE

Participation = Attendance!

Online attendance is not marked by your physical presence in a classroom, but rather by your **participation and engagement** with the course activities and assignments.

Flexibility at an Unprecedented Time:

Your participation is integral to the success of this course, but I also recognize that you are human beings, living through a global pandemic, with many commitments and stressors and challenges. If you have reached a point where you can't keep up with the weekly schedule, please contact me - we will work together to help you create a path to success.

Remember - while this training is important, your family, your health, and your students need to come first!

Guidelines

This course is designed to take about 6 hours per week (on average). **Please plan to:**

- Set aside time each week to view all module materials and submit required work
- Log in regularly each week to check for announcements, grades, messages, and comments
- Participate in online discussions/ posts on slack, and respond thoughtfully to your peers

Drop Policy

- **If you know you cannot attend, it is your responsibility to drop the class.**

If You Fall Behind...

- Your participation is important for the success of this course, but I also recognize that you are human, and life happens. If you've reached a point where you have fallen behind, or can't meet the due dates, please contact me. We'll work together to make a path to success.
- **Communicate with the instructor:** If you start to fall behind in the course, let me know! I cannot help you if I do not know there is a problem. There is always a solution, thus help me to help you!
- If you are confused about an assignment or requirement, don't hesitate to email your instructor with questions.

13. ACADEMIC INTEGRITY

What is Academic Integrity?

Academic integrity means honesty in academic work. All of your coursework should be a result of your own efforts. I understand that you can often feel pressured and overwhelmed by the demands of school, work, and personal commitments.

No matter what level of stress you may be experiencing, it is still expected that you will approach your work with honesty and integrity.

While I recognize that mistakes can happen, violating the college's academic integrity policies may compromise your academic career. You would also be de-valuing your resulting degree or certificate when you enter the workforce or transfer and cannot meet the expectations that your degree or certification requires.

Advice

Here are some quick tips, adapted from: *What is Academic Integrity? (Links to an external site.)* (Massachusetts Institute of Technology, 2018):

Do

- Trust the value of your own intellect.
- Demonstrate your own achievement and abilities.
- Do original work for each class.
- Undertake research honestly and credit others for their work.
- Ask for help from me, or for more time if you need it!

Don't

- Copy ideas or wording without citing your source.
- Present another student's work(-s)
- Present works from another class (unless you checked with me before hand)
- Ask another student to do your work for you.
- Purchase works or have someone do the works for you.

14. METHOD OF EVALUATIONS

Based on assignments (work ethic and progress), Oral Presentation, (Critiques), and Portfolio.

DESCRIBE A SAMPLE ASSIGNMENT FOR THIS COURSE

- **Assignment: Module 6 Value: Value Study in Pencil:**

1. value scale
2. composition

GRADING CRITERIA: IG: Assignment: Value Study in Pencil:

on value scale:

- following the technical directions
- use of pencils (and their progression)
- creating the "flutting" aspect

on composition:

- following the technical directions
- composition
- use of pencils
- showing understanding of value on forms

15. GRADING

Assignment Description and Deadlines

- In the beginning of this course, we will have weekly assignments (drawings). As the semester progresses, we will have extended "homework" times + in-class works.
- Although our class is on TTH-the assignments deadlines will be on Sunday (this will give you more time to complete them)

Grading Policies: San Jose State University uses a standard a plus and minus system for letter-grade scale for final grades: A (4.0) (A+, A-), B (3.0) (B+ / B-), C (2.0) (C+, C-), D (1.0) (D+, D-), and F (0).

Letter Points Percentage Point Description

A	930-1000	93-100%	4.0	A work is excellent; it is distinguished or outstanding.
A-	900-929	90-93%	3.7	A- work is distinguished or outstanding but may feature technical or other minor errors that detract from its excellence.
B+	870-899	87-89%	3.3	B+ work is very good; it's accomplished but generally lacks the characteristics that make it distinguished or outstanding.
B	830-869	83-86%	3.0	B work is good work; it represents a solid accomplishment.
B-	800-829	80-82%	2.7	B- work is good work but may feature technical or other minor errors that detract from its otherwise solid quality.
C+	770-799	77-79%	2.3	C+ work is slightly above average.
C	700-769	70-76%	2.0	C work is average work, a basic accomplishment.

Letter Points Percentage Point Description

D	550-699	55-69%	1.0	D work is poor work; it is well below average; it is well below average and features problems that are typical of failing work.
F	<549	< 55	0.0	F work is failing work that results from non-performance or under-performance; assignments are not submitted or only partially submitted, and the assignment criteria are not met.

"I"(Incomplete):

- Except in cases of documented emergencies, incomplete grades are not given in this course.
- It will only be assigned if at least 80% of the course work is complete. Students who want to and meet the criteria for an "I," must make an arrangement with the instructor in writing to complete the course work within six months.
- After the deadline, the "I" becomes an "F." All "I" designations must be changed to grades prior to graduation.

NOTE: Please, do not disregard the factor of effort and improvement. Each student has the same opportunity to improve and do well in this class. Talent is nothing without work. I support sincere attempts and I emphasize process, persistence and hard work. I aim to encourage critical thinking, imagination, and experimentation. In order to progress, it is extremely important to take advantage of class time as an opportunity for interaction with your peers and me for criticism and help with printing. Confidence comes as your skills develop through practice. Furthermore, I appreciate questions: thus, ask questions during class lessons, demonstrations, and work time It is sometimes difficult to address questions immediately before class.

So, everyone has the chance to raise his/her grade according to his/her effort during the semester. It works the other way, too—your grade may decrease if little effort is shown over the course of the entire semester. Do not take for granted a good start if it is not supported in time by hard work!

IV. Is there any way to get extra credit?

YES! According to each individual situation we could figure out together the best manner to increase your grade. Furthermore, I will take into account any extra work on your sketchbook/binder.

The extra work in your sketchbook does not replace the in-class work and/or homework. The extra credit does not cover missing works!

Late Submissions:

Under any other circumstances, late work would generally be unacceptable. However, we live in an uncertain world, things can happen. That is why, you will have a fixed deadline, but the possibility to either redo some works (if you think you could do better, and you will do better), and/or submit the works later (until May the 10th)

However, keep on mind, that passed deadlines could mean more stress on the long run. So, my advice, don't fall behind (too) much! **Hence, be aware of deadlines and save back-up copies of everything + ALL your semester Works. Please, on the LOWER CORNER of each project: date it and write the name of the exercise/ project (USE AN HB PENCIL)**

- On times works will start getting graded from A

- **Resubmitted works** will not be marked down
- **Late works** will start getting graded **from B+**
- **Missing work** will be marked as **a zero**.

16. SUBMITTING WORKS FOR GRADING

I. All assignments including drawings, discussion posts, projects, and writing will be handed in through Canvas. You will sometimes also post your drawings in the context of a discussion, but I will also need you to submit each assignment through the Assignment Page in Canvas so that I can grade it.

II. Be sure to post your work to the correct assignment.

- How to Submit Assignments in Canvas

III. Documenting your 2D Work with an iPhone ((CHECK CANVAS!))

17. GETTING FEEDBACK

I will post grades and comments about all work onto Canvas and return drawings as soon as I can, usually within two weeks. Once I have graded an assignment, you may see your grade, and my comments about your submission in "Grades." (Linked in the left Course Navigation Bar).

I give extensive feedback on most assignments in the Canvas Grade Book. Comments by me will either be in text or video format. It is essential that you view your grades and this feedback after each assignment is graded so that you can get the full benefit and learn what is working and why and how to improve. It is especially important to do this since we will not be meeting face to face as often. It helps to replace the conversations that would take place in the classroom about your work. Please be sure to learn how to view the feedback and take the time to reflect on it. You are also welcomed to make comments or questions in reply.

Please be sure to check your grades and notes regularly. It is your responsibility to keep track of your assignments and grades through Canvas.

- It is also important that you notify me of any missing grades, or errors as soon as you notice them so that I can correct them.
- Instructions for Looking at Grades

Keep All Your Work Until the End of the Semester Remember to keep all of your work until the end of the semester, in case I need to see it again for grading questions, and also so that you can see your progress. If there is an error in your grade book, you will need to have a photo of the artwork to show me.

18. LIST OF SUPPLIES

LIST Supplies

1. A tool box for your materials
2. Masonite drawing board
3. A plastic/ wooden container to keep your tools
4. Tape
5. SandPaper Block or 3 Sheets (Grid 220 or finer)
6. Ruler (if you can , have also a small T-Square)
7. Compass (if you can, have also a Protractor)
8. X-Knife + extra Blades

8. Eraser
1. Kneaded
 2. Plastic

10. Papers: One Pad of

1. Strathmore Drawing Paper 18" x 24"
2. Strathmore Newsprint Paper 18" x 24"

11. Charcoal:

1. Vine (SOFT and medium)
2. Compress (sticks)
3. Pencils

12. Pencils-Assortment of Pencils (2H; HB, B, 2B, 4B, 6B)

13. Blending Tools

1. Stumps (have at least 2-one for pencil/ one for charcoal)
- Note: If you can afford, buy also two Tortillions
(see video of "How to Make your Own Blending Tools")

14. Fixative Spray (WORKABLE)-one can

- ### 15. Ink + Dipping Pen and Nibs or Microns
- (See page on Making your Own Inks)

16. Couple of colored pencils

17 Sketchbook

16. OPTIONAL

- A Portfolio (see also page on Make your Own Portfolio)
B. T-Square, Protractor, triangle
C. Brush (either Sumi or a Sable round #10)
Conte, White Charcoal (pencil), Sepia Pencil
Pencil Holder
Miscellaneous: q-tips, paper towels, paper tissues
Some printing papers (8" x 11")

19. DISCUSSION

Discussion forums are used to communicate with other students on a specific topic or general course questions. Postings should be thoughtful and reflect your understanding of the subject matter. You are required to respond to your classmates each week.

I will participate in our discussions and will also typically summarize of the class. If someone asks for help in the "Q&A" discussion, please feel free to respond. I will also jump in as needed.

I. Discussion Tips

For online discussions to be successful, it is recommended that you participate within the designated time period indicated in the course. As you develop your response here are a few tips you can use to avoid the "I agree or disagree" responses". (While you can be supportive of your peers by saying, "I agree" or "Wow, I never thought of that", these statements alone are not sufficient.)

1. Share your experiences as it relates to the topic. Make connections to your own personal background and culture.
2. Identify and discuss your opinion and describe *why* you agree or disagree.
3. Search and share reputable sites, books, or articles that pertain to the topic.
4. Add a different view with specific examples.

II. To guide you in drafting acceptable response posts, refer to the options below:

- **Validate** the post by sharing your experience and stating how it relates to the course material or to the initial post.
- **Agree or disagree** with the post and explain why you agree or disagree.
- **Expand on** your classmate's post to demonstrate that you understand the topic.
- **Reply to a question** posed by one of your classmates or by the instructor and support your statements with sources from the text.
- **Critically evaluate** the post and make a suggestion or respectfully point out an area of the assignment that was not addressed.
- **Ask a probing question** or ask your classmate for a clarification or an explanation of a point made in the post.

- **Share an insight** or something you learned from reading your peer's posting or from your other reading.
- **Explain** how someone's post helped you understand the material or made you rethink your own views. • Offer an opinion and support it with examples from the text.
- **Relate the information** in the post to your course assignments and/or research projects.
- **Challenge a statement in the post.** If you would not let a statement go unchallenged in a classroom discussion, do not let it go unchallenged on the discussion board.
- **Tie ideas together:** Discuss how comments other students made relate to your peer's post.
- **Make sure you cite your sources for all references to the textbook and for any other ideas that are not your own.**

III. Netiquette Tips

- **Avoid sarcasm.** People who don't know you may misinterpret your meaning.
- **Use appropriate language.**
- **Avoid "flaming"** (online "screaming") or sentences typed in all caps.
- **Be courteous** to the other students in the class. You might find it helpful to read your posting out loud before you submit it: "tone" is a very important part of online communication. When you read your message out loud, does it sound the way you would speak to another student in the classroom?
- **Never make derogatory comments** toward another person in the class.
- **You can disagree with ideas,** but do not make personal attacks.

20. ZOOM

A. Live ConferZoom Meetings Once a Week:

We will have **live ConferZoom (also called "Zoom") meetings**. During the ConferZoom meetings, we will have lectures, discussions, and we will draw together and share your progress on projects. These meetings are required.

You can find all of our ConferZoom meeting invitations on the Zoom button which is linked in the Course Navigation bar on the left within our course or, most likely, you will find the Zoom invitation on Announcements/ Canvas Inbox. I will also be sending out an invitation link to each of our Zoom meetings, so you may also join by just clicking on the link for the meeting. See how to join either type in these [How to Join Zoom Videos](#)

B. Recording Zoom Classes

I. Lectures, On Zoom Critiques, Demos

I will be recorded for instructional or educational purposes. The recordings will only be shared with students enrolled in the class through Canvas. The recordings will be deleted at the end of the semester. If, however, you would prefer to remain anonymous during these recordings, then please speak with the instructor about possible accommodations (e.g., temporarily turning off identifying information from the Zoom session, including student name and picture, prior to recording). At the end of the course, the recordings will be deleted.

II. Students' Recording

Students are not allowed to record without instructor permission. Students are prohibited from recording class activities (including class lectures, office hours, advising sessions, etc.), distributing class recordings, or posting class recordings.

III. Instructors' Materials

The materials presented are created by the instructor for the course (syllabi, lectures and lecture notes, presentations, etc.), thus are copyrighted by the instructor.

This university policy (S12-7) is in place to protect the privacy of students in the course, as well as to maintain academic integrity through reducing the instances of cheating. Students who record, distribute, or post these materials will be referred to the Student Conduct and Ethical Development office. Unauthorized recording may violate university and state law. It is the responsibility of students that require special accommodations or assistive technology due to a disability to notify the instructor.

C. Zoom Classroom Etiquette

1. Mute Your Microphone: To help keep background noise to a minimum, make sure you mute your microphone when you are not speaking.

2. Be Mindful of Background Noise and Distractions: Find a quiet place to “attend” class, to the greatest extent possible.

- Avoid video setups where people may be walking behind you, people talking/making noise, etc.
- Avoid activities that could create additional noise, such as shuffling papers, listening to music in the background, etc.

3. Position Your Camera Properly: Be sure your webcam is in a stable position and focused at eye level.

4. Limit Your Distractions/Avoid Multitasking: You can make it easier to focus on the meeting by turning off notifications, closing or minimizing running apps, and putting your smartphone away (unless you are using it to access Zoom)

5. Use Appropriate Virtual Backgrounds: If using a virtual background, it should be appropriate and professional and should NOT suggest or include content that is objectively offensive or demeaning.

NOTE:

- Do NOT use the chat box during the Lecture / demos to ask questions and/ or add comments. I will not see your questions / comments until the end of class.
- If you have a question, please ask it during meeting. If it is a private question, please let me know and we could talk at the end of class (and/ or individual meetings during office hour)

21. STUDENT SERVICES/ RESOURCES

I. STUDENTS ACCESSIBILITY SERVICES PROGRAM (SAS)

The Americans with Disabilities Act (ADA) is a civil rights statute that prohibits discrimination against people with disabilities. The **Students Accessibility Services program (SAS)** at San Jose State University is designed to help students with disabilities to achieve success by providing specialized assessment instructional programs and support services.

II. STUDENT CODE OF CONDUCT

Please review the following document for information regarding Student Code of Conduct guidelines, principles of discipline, standards of conduct, academic and classroom disciplinary procedures, student grievance procedures, and suspension and expulsion.

III. SEXUAL HARASSMENT/DISCRIMINATION POLICY

It is the policy of the San Jose State University is to provide an educational environment in which no person shall be unlawfully denied in whole or in part full and equal access to, the benefits of, or be subjected to discrimination in any program or activity of the District. This policy prohibits discrimination on the basis of legally protected categories which include ethnic group identification, race, color, language, accent, immigration status, ancestry, national origin, age, sex, religion, sexual orientation, gender identity, marital status, medical condition, veteran status, physical or mental disability, or on the basis of these perceived characteristics or based on association with a person or group with one or more of these actual or perceived characteristics.

IV. SAFE ZONE STATEMENT

I am a member of the Safe Zone community network at SJSU, and I am available to listen and support you in a safe and confidential manner. As a Safe Zone Ally, I can help you connect with resources on campus to address problems you may face that interfere with your academic and social success on campus as it relates to issues surrounding sexual orientation and gender identity. My goal is to help you be successful and to maintain a safe and equitable campus.

V. DIVERSITY STATEMENT

I consider this classroom to be a place where you will be treated with respect, and I welcome individuals of all ages, backgrounds, beliefs, ethnicity, genders, gender identities, gender expressions, national origins, religious affiliations, sexual orientations, ability – and other visible and non-visible differences. All members of this class are expected to contribute to a respectful, welcoming and inclusive environment for every other member of the class.

VI. PREFERRED NAME& PREFERRED GENDER PRONOUNS

Class rosters are provided to the instructor with the student's legal name. I will gladly honor your request to address you by an alternate name or gender pronoun. Please advise me of this preference early in the semester so that I may make appropriate changes to my records.

22. TECHNICAL PART

I. Tech Support

Technical Difficulties

Internet connection issues: Canvas autosaves responses a few times per minute as long as there is an internet connection. If your internet connection is lost, Canvas will warn you but allow you to continue working on your exam. A brief loss of internet connection is unlikely to cause you to lose your work. However, a longer loss of connectivity or weak/unstable connection may jeopardize your exam.

Other technical difficulties: Immediately email the instructor a current copy of the state of your project and/or exam and explain the problem you are facing. Your instructor may not be able to respond immediately or provide technical support. However, the copy of your exam and/or project and email will provide a record of the situation. Contact the SJSU technical support for Canvas:

TECHNICAL SUPPORT FOR CANVAS

- **email:** ecampus@sjsu.edu
- **Phone:** (408) 924-2337
- <https://www.sjsu.edu/it/support/service-desk/index.php> (Links to an external site.)

If possible, complete your exam in the remaining allotted time, offline if necessary. Email your exam to your instructor within the allotted time or soon after.

Canvas Support & Hotline

- Click the "Help" icon on the left-menu for the Canvas hotline, and a variety of options for getting immediate assistance

III. Verify Student Contact Information

A. Contact Information: It is very important that your **contact information** is entered correctly in Canvas. Follow these steps to verify/update your email address and add text message notifications, if desired.

- Click on the "Account" icon in the left navigation bar
- Click on "Settings"
- On the right side of the screen, verify that your email address is correct. You can also "Add" a new email address
 - [change your "default" email to that new email address \(Links to an external site.\)](#) Links to an external site., and then delete the old one.

- You can also add your cell phone number (Links to an external site.) if you want to receive text message alerts from Canvas.
- No one (including your instructor) will see your phone number or email address - these settings are private.

User Settings and Profile (Links to an external site.) : <https://vimeo.com/74243735>

B. Set Notification Preferences

Don't forget to also verify/update your **Notification Preferences** for Canvas!

- Click on the "Account" icon in the left navigation bar
- Click on "Notifications"
- Use the columns on the right side of the page to indicate **how often** you would like to be notified for course activity, for each contact method you have entered.

Set Notification Preference: <https://vimeo.com/75514816>

IV. Student Support Resources

Students are never alone in an online course.

The College provides a wide array of support – everything from online tutoring to accessibility services – to help students persist in their programs. To find out more about our student and academic support services, click on the following:

Online Counseling:

<https://www.sjsu.edu/counseling/> (Links to an external site.)

<https://www.sjsu.edu/aars/> (Links to an external site.)

Library

<https://library.sjsu.edu/> (Links to an external site.)

Tech Help

<https://www.sjsu.edu/it/support/service-desk/index.php> (Links to an external site.)

Accommodations Information

<https://www.sjsu.edu/aec/students/accommodations/> (Links to an external site.)

Individuals with Disabilities may contact the Disability Resource Center on Campus. 924 – 6000, Administration Building 101, for a variety of formats such as Braille, large print, sign interpreters, assistive listening devices, audio tapes, and accommodations for physical accessibility

Presidential Directive 97-03 requires that students with disabilities requesting accommodations must register with the Disability Resource Center (DRC) at <http://www.drc.sjsu.edu/> to establish a record of their disability.

If you have any medical problems that may require special attention, please let me know. Also, if you have some other personal problem that may affect your class participation, please email me as soon as possible so we can discuss possible solutions. I am more than happy to work with you to accommodate your needs.

V. Mobile App for Canvas

Canvas is **mobile-friendly**, and can be used on your phone or tablet through a mobile browser, or through the Canvas Mobile App. However, there can sometimes be problems, and you may need to switch to desktop computer. For example, certain power points' sections and/ or quiz questions might not display well on a mobile device.

If you'd like, you can download the Canvas Mobile App ([Apple iOS Canvas App \(Links to an external site.\)](#) for iPhone/iPad, [Android Canvas App \(Links to an external site.\)](#))

If your computer crashes, you can always use your smartphone or tablet to access your course!

For more information, see the [Mobile Guides for Canvas](#)

VI. Student Readiness Tutorials

Optional, Additional Resources for Online Learning

Enhance your experience in this online course by reviewing these readiness tutorials! Whether this is your first time taking online classes, or you have taken a few in the past, you will find that these resources are tailored to your needs and are focused on enhancing the academic and technical skills needed for success in the online learning environment.

1. [Introduction to Online Learning \(Links to an external site.\)](#)
2. [Getting Tech Ready \(Links to an external site.\)](#)
3. [Organizing for Online Success \(Links to an external site.\)](#)
4. [Online Study Skills and Managing Time \(Links to an external site.\)](#)
5. [Communication Skills for Online Learning \(Links to an external site.\)](#)
6. [Online Reading Strategies \(Links to an external site.\)](#)
7. [Career Planning \(Links to an external site.\)](#)
8. [Educational Planning \(Links to an external site.\)](#)
9. [Instructional Support \(Links to an external site.\)](#)
10. [Personal Support \(Links to an external site.\)](#)
11. [Financial Planning](#)