



Mar Vista High School

Multimedia Products



Instructor	Alejandro Ramirez	Textbook:	Online Lynda.com
Room:	710	E-mail	Alejandro.ramirez@sweetwaterschools.org
Phone:	619-		
Industry Sector:	Arts, Media & Entertainment	Pathway:	Visual Arts
Industry Certifications:	Adobe Certified Associate (Photoshop, Flash)		
A-G	G	Articulated:	Yes, Southwestern College

PREREQUISITES:

None (Preferred Course: Computer Fundamentals)

COURSE DESCRIPTION:

This course provides entry-level training in media production and technology. Employment possibilities are media production specialist, Web page designer, animator, video production specialist/assistant, graphic designer and desktop publisher. The skills learned in this course also enhance existing careers such as photographers, computer programmers, and content developers for the expanding market on the World Wide Web. Self-employment opportunities also exist in the areas of video production, animation, Web site creation and multimedia creation through the use of CD-ROM and DVD. Instruction covers the following areas: Computer graphics, desktop publishing, Web page design, multimedia authoring and presentations, computer animation with an emphasis on careers in multimedia. Students use state-of-the art multimedia equipment including digital cameras, computers, scanners, printers, current software used in multimedia creation includes Adobe Photoshop , Premier pro, Flash MX, Illustrator , and Studio MX. Approximately 360 hours of attendance are needed to complete the course, although completion depends upon the student's entry-level skills and rate of progress in the class.

PATHWAY:

Arts, Media and Entertainment

Students who complete the pathway will need to take the following courses:

Computer Graphics Design and TV and film

Sample occupations associated with this pathway:

Multimedia Artists and Animators, Audio and Video Equipment Technicians, Film and Video Editors, Graphic Designers, Video Game Designers, Computer and Telecommunications Specialists, Audio and Visual Collection Specialists, Fine Artists, Network Systems and Data Communications Analysts

RECOMMENDED SUPPLIES AND MATERIALS:

It is highly recommended that students purchase a flash drive on which to store their work. Students may use a notebook for notes or keep them on the computer and back them up to their flash drive.

EXPECTATIONS:

- Punctuality and attendance
- Willingness to learn
- Positive attitude
- Teamwork
- Observance of all school policies
- Observance of computer lab rules

ASSIGNMENT POLICY:

All assignments are due at the beginning of class on the due date. Students who do not turn in their assignments and/or projects on the due date will be given an opportunity to turn in the assignment and receive half credit. Homework will not be accepted if it's more than one day late.

Students who are absent the day work is assigned will have one day to complete homework assignments. Students missing practical activities will have to make arrangements to make up the work. It is the student's responsibility to contact the instructor to find out what work the student missed.

GRADING POLICY:

Academic grade will be based on class work, assignments, quizzes, tests and projects.

Scholastic Grading:

A+ 97 – 100%	C 73 – 76%
A 93 – 96%	C- 70 – 72%
A- 90 – 92%	D+ 67 – 69%
B+ 87 – 89%	D 63 – 66%
B 83 – 86%	D- 60 – 62%
B- 80 – 82%	F below 60%
C+ 77 – 79%	

Citizenship Grading:

Citizenship grade will be based on class participation, conduct and attendance.

A Outstanding, Always On-Task	D Below Average, Generally Off-task, Disruptive
B Good, Generally On-task	F Undesired Actions, Off-task, Disruptive
C Average, Often Off-task, Non-disruptive	

TENTATIVE* COURSE SCHEDULE AND ASSESSMENTS:

Semester 1

Unit 1: Introduction/Basic Knowledge and Skills

Unit 2: Basic Safety

Unit 3: Introduction to Computer Operation

Unit 4: Electronic Communication

Unit 5: Career Development

Unit 6: The Creative Process

Unit 7: Desktop Publishing
Unit 8: Interactive Multimedia Production
Unit 9: Photoshop
Unit 10: Computer Graphics
Unit 11: Media Careers
Unit 12: Educational Opportunities
Semester 2
Unit 13: Media Production Management
Unit 14: Digital Audio Production
Unit 15: Video Production
Unit 16: Video Techniques
Unit 17: Video Post-Production
Unit 18: After Effects
Unit 19: Media Careers
Unit 20: Business Skills

*** The unit and assessment dates are subject to change at the instructor's discretion**

Midterm and Final will be given 2 weeks prior to the end of the semester

COURSE SPECIFIC SAFETY RULES:

Students and teachers have the right to a safe and comfortable learning environment based on mutual respect. Any behavior or attitude that interferes with this learning environment will not be tolerated.

1. Students must be in their assigned seats with necessary supplies, (sharpened pencils, paper, etc.), when the tardy bell rings. Students will be counted as late if they are not ready when the tardy bell rings. Excessive tardiness will result in the lowering of the student's citizenship grade.

2. THERE WILL BE NO TALKING ALLOWED WHEN THE INSTRUCTOR, GUEST SPEAKER, OR OTHER STUDENTS ARE ADDRESSING THE CLASS (as in presentations).

3. NO CELL PHONES, IPODS, ETC. WILL BE ALLOWED IN CLASS. All students must turn these items off and place them out of sight BEFORE they enter the classroom and they must remain off and out of sight until the final bell rings. IF STUDENTS ARE CAUGHT WITH THESE ITEMS VISIBLE, THEY WILL BE CONFISCATED AND SUBMITTED TO THE AP FOR PARENT PICK-UP.

4. CLASSES ARE HELD IN MULTIMEDIA CENTERS, THEREFORE, NO FOOD, DRINKS OR GUM ARE ALLOWED IN CLASS.

5. Students may not do work from another class during class time unless they have completed and submitted the day's assignment(s) for this class, any assignments missed due to absence and have been given free time.

6. Students are expected to participate in all classroom discussions and activities. Those not participating will lose points on their participation grade.

7. All rules found in the Mar Vista High School Student Handbook will be enforced at all times.

8. NO INAPPROPRIATE USE OF THE INTERNET / EQUIPMENT (EX: GAMES, MUSIC, SOCIAL NETWORKING SITES, ETC.)

9. NO LOUD TALKING OR FOUL LANGUAGE

10. STUDENTS WILL STAY IN THEIR SEATS UNTIL THE INSTRUCTOR DISMISSES THE CLASS (Violations of these rules will affect classroom citizenship grade)

INTERNET USE:

Computer / Internet Use Agreement

Access to the Internet is a wonderful opportunity to interact with the world at large. The opportunity brings with it a number of responsibilities. In order for your student to use the internet services available at Mar Vista High School, please take a moment to sign the internet use agreement below and return it to me via email or your student. It will be counted as your student's first homework assignment.

The computer/internet agreement that follows:

1. The use of any Mar Vista High School computer which provides access to the Internet is a privilege which may be revoked by instructors, staff, or administrators at any time for abusive or inappropriate conduct. Such conduct would include, but is not limited to, the placing of unlawful information on or through the computer system, accessing another person's files or e-mail, and the use of obscene, abusive, or otherwise objectionable language or images in either public or private files or messages.
2. Because of the potentially large number of individuals who might need to use the computers for Internet as well as personal productivity, student access may be limited to a specified time, as provided by the instructor(s) and/or administration.
3. Sweetwater Union High School District, including Mar Vista High School, reserves the right to inspect any material stored in files to which users have access and will edit or remove any material which the district staff, in its sole discretion, believes may be objectionable. Users of the computers/Internet will not use their account to obtain, view, download, or otherwise gain access to potentially objectionable materials. This includes text materials, video images, or sound files that may be considered objectionable.
4. The district's Internet access is provided primarily for educational purposes under the direction of district staff. Non-educational use may be limited at any time by district staff.
5. Information services and features contained on the Sweetwater Union High School District network is intended for the private use of its patrons. Any commercial or other unauthorized use of those materials, in any form, is expressly forbidden.
6. The district does not warrant that the functions of the system will meet any specific requirements you may have, or that it will be error-free or uninterrupted; nor shall it be liable for any direct or indirect, incidental, or consequential damages (including lost data, information, or profits) sustained or incurred in connection with the use, operation of, or inability to use the system.
7. Rules and regulations of system usage will be added and posted from time to time by the faculty/administrators of the district and/or the network. Users of computers/Internet are subject to these rules and regulations.
8. The Sweetwater Union High School District's computers/network is intended for the exclusive use of its registered users. As a user, your student is responsible for the use of their password and account. Any problems which arise from the use of a user's account are the responsibility of the account holder. Any misuse will result in suspension of the account privileges.

9. Deletion, examination, copying, or modification of files and/or data belonging to other users without their prior consent is prohibited.

10. Commercial software is placed on the computer for the use and convenience of students and staff. Any unlawful use such as the copying of copyrighted material without the express written permission of the owner or the proper license is prohibited.

11. Any unauthorized, deliberate action which damages or disrupts a computing system (including the disconnection or cabling and willful introduction of computer "viruses" or other disruptive/destructive programs), alters its normal performance, or causes it to malfunction is prohibited. Intentional attempts to "crash" network systems or programs are punishable disciplinary offenses.

COMPUTER/INTERNET USAGE AGREEMENT

I have read the Mar Vista High School Computer/Internet Usage Agreement, understand it, and agree to adhere to the principles and procedures listed within. I also understand that additional rules and regulations may be added from time to time and that they become a part of this agreement. Should I break this agreement, I understand that I may lose all computer/Internet privileges. I also understand that inappropriate or illegal use of computer facilities could result in civil or criminal lawsuits. Parents and/or guardians may be held accountable for inappropriate use by their child.

Please sign and date the section below to indicate that you have reviewed the Course Syllabus and the Computer / Internet Use Agreement, and agree to assist me with helping your student reach our academic goals.

Please feel free to contact me by phone or email at any time to discuss your student's progress.

Parent or Guardian Acknowledgement

Please take a moment to fill in this parent or guardian contact form and return it to me via your student. It will be counted as your student's first homework assignment.

Please provide as much of the requested information as you can.

Student's Name: _____ Period: _____

Parent/Guardian: _____ Home Phone: _____

E-Mail: _____ Cell Phone: _____

Please feel free to contact me by phone or email at any time to discuss your student's progress.

Please sign and date the section below to confirm you have reviewed the course syllabus and agree to assist with the communication necessary to reach our goals.

Student: _____ Date: _____

Parent/Guardian _____ Date: _____