

Introduction to Animation ARTS - 215 - 01 Fall 2009 Syllabus

Instructor: Anh Do
Contact Information: Mail box - Harris Hall room 216
Art Dept. Office - (804) 542-5944
E-mail – emailad@comcast.net

Semester: Fall 2009
Section: ARTS - 215 - 01
Days & Time: M. & W. 1:00 – 3:50 pm
Location: Harris Hall 205
Semester hours: 3 credits

If you need to see me outside of class time, the best way is to make an appointment with the Art & Design office/ or E-mail me.

Class Prerequisites: None.

Course Description: Introduction to the history and methodology of animation. Regular animation screening of commercial and experimental works with students responding to the work orally and/ or in written form.

Course Objectives: To give students a better understanding and an appreciation for the art of animation, and to give the students in the animation concentration track a foundation in animation.

Tests & Quizzes: There will be short quizzes during the semester to verify the students understanding of the information given in class.

Writing Assignments: Students will be writing critiques of screenings in the class.

Materials that you will need for this class:

- A USB flash drive

Textbook: [The Animation Book: A Complete Guide to Animated Filmmaking--From Flip-Books to Sound Cartoons to 3- D Animation](#), by Kit Laybourne and John Canemaker, ISBN-10: 0517886022

Class Structure: This is a three-hour lecture class. The activities in this class will include, but are not limited to, lectures, screenings, discussions, and critiquing. Students are expected to spend as much time as needed outside the classroom to complete their assignments.

Class Grade Break Down:

Percentage of value	Criteria
70%	Attendance & Professionalism
05%	Quizzes and Test
20%	Assignments
05%	Final

Grading Scale:

Grade Receive	= Final Grade Point Average	Grade Receive	= Final Grade Point Average
	A+ 68.1 - 69.9		98.1 - 100+ D+
A	94.1 - 98.0	D	64.1 - 68.0
A-	90.0 - 94.0	D-	60.0 - 64.0
B+	88.1 - 89.9	F	00.0 - 59.9
B	84.1 - 88.0	I	Incomplete
B-	80.0 - 84.0	N	No Show
C+	78.1 - 79.9		
C	74.1 - 78.0		
C-	70.0 - 74.0		

Grading Clarification:

To receive a grade of **A** for the semester a student work must reflect **outstanding achievement level** of achievement both in quality and quantity, and all work must be completed on time and as assigned. Student must display exceptional attitude in critique participation, response to criticism, and professional conduct. Student ability to communicate and execute ideas exhibits outstanding achievement. Student has perfect attendance.

To receive a grade of **B** for the semester a student work must reflect **above-average achievement level** of achievement both in quality and quantity, and all work be completed on time and as assigned. Student must display a positive attitude in critique participation, response to criticism, and professional conduct. Student ability to communicate and execute ideas exhibits above-average achievement. Student has near perfect attendance.

To receive a grade of **C** for the semester a student work must reflect an **acceptable achievement level** of achievement both in quality and quantity, and all work must be completed as assigned. Student must display a positive attitude in critique participation, response to criticism, and professional conduct. Student should exhibit an acceptable level of ability in communication and execution of ideas and have an acceptable pattern of attendance.

To receive a grade of **D** for the semester a student achievement is **below average level** of achievement in quality and/or quantity. Work was not completed as assigned. Student response to criticism, professional conduct, and participation in critique is below acceptable standards or reflects an indifferent attitude. Student work reflects an inability to satisfactorily communicate and execute ideas. Student pattern of attendance was unsatisfactory.

To receive a grade of **F** for the semester a student work and attitude reflect an **unsatisfactory level** of achievement both in quality and quantity. Student exhibits an unsatisfactory ability to communicate and execute ideas and a pattern of low

productivity. Student attendance record is unacceptable. The student's lack of participation in critiques, poor response to criticism, and inappropriate conduct will receive this grade.

To receive a grade of **I** for the semester a student must have experienced unreasonable hardship and was prevented from completing 1 project that is necessary to pass the class. The student must have an average of C or above for the class without the 1 missing project, and the student must make arrangements before the end of the semester with the instructor contractually to complete that project before the end of the next semester. To justify an incomplete for a grade I will consider circumstances on individual bases. If I find that it is not justify, you will get a 0% for the missing project, and it will be a part of your average for the final grade. It is otherwise unfair to other students who were able to do the work and turn it in on a timely manner.

To receive a grade of **N** for the semester a student is on the class roster but never attended the class.

A major error made at the end of the semester on your part could also result in a lower grade or an F for the semester!

Professionalism criteria:

- **Deadlines** - was the assignment/ project turned in on time?
- **Verbal articulation** - was the student able to critically address his/her views orally and responds to concepts discussed in class?
- **Written articulation** - was the student written assignment clear, concise, and well articulated?
- **Participation** - did the student actively contribute to critiques and topic discussions on a regular basis?

Additional criteria that will affect grades:

Class Preparation: You are to be prepared at the start of each class with assigned work for the class. If you are not prepared with the assigned work and/or the supplies needed for the day, you will be counted as absent and will receive an F for the day. Students who do not participate in class critiques or individual discussions when scheduled to do so should not expect private critiques and/or discussions with me at a later time. Students who miss lectures and class discussions due to absences or tardiness must obtain the information missed and any projects given from a classmate prior to the next class period. While I will be happy to clarify information for students who are unclear about the information given, I cannot repeat lectures or elaborate assignment descriptions on an individual basis. Students should make every attempt to obtain general information from classmates before discussing details with me.

Classroom Decorum: Students are to conduct themselves in a professional manner at all times. Behavior that I perceive as disruptive and/or disrespectful on the part of any students will not be tolerated and I reserve the right to evict any students from the classroom for such offense. Students who are consistently disruptive and/or disrespectful will get an F for the semester. Examples of classroom disruption and/ or disrespectful activities will include, but are not limited to: talking or constantly going in and out of classroom during lectures, cell phone use (text messaging) in any way in the

classroom during lectures, being perceived as overly aggressive in any manner, leaving before the class is formally released, using any kind of audio (iPod) devices during lectures, leaving trash in the classroom, sleeping during lectures and/ or screening, etc... **If a student is asked to excuse himself or herself and refuses to leave, or becomes argumentative, they will fail the course and be dropped from the class.** A student that is dropped will have only one week to appeal their expulsion.

Attendance: Prompt and consistent attendance develops professional behavior and insures you have access to the full range of experiences/information necessary to complete class assignments and acquire the skills and knowledge emphasized in this course in order to pass it. I will look at each absence on an individual basis. For me, excused absences are the things that are not in your control i.e. sickness, weather, family emergencies, etc. Unexcused absences are things that you can control i.e. non-emergency appointments, advisor conferences, and employment in some cases. Coming to class unprepared without materials to work in class will count as an absence. Doing work for other classes; being evicted from class will also count as an absence even if it is near the end of the class time. Every day, at the time of your arrival to class, you are required to pick up an attendance sign in card and fill it out. **You must hand in the attendance card directly to me as soon as you fill it out. You will be losing attendance points until you hand me this card. If you hold on to the card and hand it in at the end of class, you will get a 0% for attendance for the day even if you were in class for the entire time.**

Classroom Policies:

- Food of any sort will not be allowed in the classroom. You should make the time to eat before class begins. Students will be asked to leave the classroom if they are eating.
- You will have one week to retrieve anything you forgot and left in the classroom. After that time period, it will be disposed of without notification.
- Please put things back in its place after you finish using it, which include chairs in the classroom, and pick up your trash.
- If I observe you breaking one or more of the policies above during class time, a percentage of your professionalism grade will be deducted automatically without notification. I will determine the amount of percentage points to be deducted from your grade for each offense. I reserve the right to make any additional deductions from your grade for what is considered as inappropriate use of the Animation lab that is not covered by this syllabus.
- Anything other than class work for the class or approved work will result in an absent for the day. If this is a habitual offense during class time, you will get an F for the semester. You will get a warning before you are close to getting an F for the semester.

The Honor Code: Students claiming any other students work as your own will be considered to be a direct violation of the Honor Code. Aside from the violations such as vandalism and theft, visual art violations include the appropriation of work done by others without proper credit, and the submission of work, completed for one class, for credit in another class. The Honor Code also covers plagiarism.

Plagiarism - Noun

1. The act of plagiarizing: the copying of another person's ideas, text or other creative work, and presenting it as one's own, especially without permission.

2. Text or other work resulting from this act.

If you are not clear on what you are doing is or is not plagiarism, just ask me or any instructor in the department. If you are in doubt about what you are doing is plagiarism or not, just do not do it!

Academic Adjustments and Accommodations for Students with Disabilities:

Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990 require Virginia State University to provide academic adjustments or accommodations for students with documented disabilities. Students seeking academic adjustments or accommodations must self-identify with the Coordinator of Services for Students with Disabilities on the appropriate campus. After meeting with the Coordinator, students are encouraged to meet with their instructors to discuss their needs, and if applicable, any lab safety concerns related to their disabilities.

Please note that students who have self-identified through the Office of Services for Students with Disabilities should provide their instructors with an official memo from the Coordinator detailing needed academic adjustments or accommodations. Students who have not self-identified with the appropriate Coordinator should do so.

It is the responsibility of each department chairperson to provide testing sites for students who require isolated areas to complete examinations. If a quiet space is not available, faculty may contact the appropriate Coordinator for assistance. Students who require exam modifications using auxiliary services or aids such as readers, proctors or scribes should make arrangements for those modifications through the Office of Services for Students with Disabilities. A minimum notice of 72 hours prior to the exam, by either the instructor or the student, is requested.

Student Affairs: Services for Students with Disabilities
Campus location: Room 412 Memorial Hall, 1 Hayden St.
Petersburg, VA 23806
Voice/TDD: (804) 524-5061

Final Notes:

- If you encounter any problems with the class, project, software, equipment, etc. please talk to me before the end the semester so I can help you. The end of the semester is not the time.
- I only make exceptions when you can prove there were extenuating circumstances that were not in your control. Please be realistic.
- Projects/ assignments that are turned in after the due date will have 10% subtracted from the grade you would have received for the project/ assignment for each class day that it is late. After the tenth class day that it is due, you will receive a 0% for your grade. If the project/ assignment is worth four grades, than you will receive four zeros for a grade, etc...
- If it is proven that your project/ assignment is a result of plagiarism, you will received a 0% for a grade. Depending on the severity of the offence you could possibly receive an F for the semester. This will be determined by me and the Department faculty.

- Please be aware that your work and/ or your actions during this semester/ past semester may be used as examples for current/ future students. This will help them to know what possible pit falls are and what to do and what not to do to be successful for their projects/ assignments and class.
- I reserve the right to change anything within reason on this syllabus to accommodate the pace of the class. You will be informed of the changes before they are in effect.