Course Syllabus: Art Appreciation  
HCC Academic Discipline: ART  
Course Title: Art Appreciation  
Course Rubric and Number: ARTS 1301  
Course Reference Number (CRN): 12688  

Campus and Room Location: HCC online only  
Days and Time: June 5-July 26, 2017  
Course Semester Credit Hours (SCH): 3 credits  
Course contact hours per semester: 48  
Course length: 8 week  
Type of Instruction: HCC Online  
Instructor Scheduled Office Hours: Canvas Eagle Online HCC Online  

Instructor: M. Horst  
Contact Information:  
Canvas (Eagle Online) Inbox only (use this for communication)  

Emails are answered Monday, Wednesday, Friday around 5 PM or 1700 CST  
Professor will reply within 48 hours (excluding weekends and holidays).  

You are responsible for the information I send via e-mail and information on Eagle Online Canvas (EO).  

When emailing, give your name and a specific question you need answered. If you do not receive a confirmation email, I have not received your email. You are responsible for checking your HCC Canvas inbox and announcements on a regular basis.  

Check your Canvas inbox through Eagle Online (EO) and Announcements at least twice a week since this is an online class. If I need to contact you personally, I will email through your Canvas inbox address.  

Please feel free to contact me concerning any problems that you are experiencing in this course. You do not need to wait until you have received a poor grade before asking for assistance.  

However, if you need help submitting your assignments to Eagle Online, or having difficulties contact Eagle.com: https://eo2.hccs.edu/. For Eagle Online help: 713 718-2000
Grades are NOT sent by email, only on Eagle Online. Check Final Semester Grade on Student PeopleSoft

Online Tutoring: hccs.upswing.io
You may submit any of your academic questions.

Web Addresses: Department Web Address: http://southwest.hccs.edu/departments/fine-arts/

Netiquette Link: http://www.albion.com/netiquette/corerules.html

Instructional Materials:

A World of Art, 8th edition (Required), Henry M. Sayre. Pearson Publishing. Student is responsibility for material in the 8th edition Sayre. A textbook for this course is required at the beginning of the semester when classes begin. You will be referring to this textbook throughout the semester. A World of Art, 8th edition. Henry Sayre, Pearson Publishing. No access code required.

It is your responsibility for the information in this textbook. If you chose to buy an earlier edition, use the textbook provided in the library, use an ebook or purchase no book at all, you are still required to know the information in A World of Art, 8th edition. You will need this edition for some assignments!

- No access code required.
- Digital Camera or ability to scan and post images, jpg.
- Magazines, internet images, glue, scissors, paint, and 8 ½ x 11 paper. Optional but strongly suggested paint, crayons or markers.
- Review HCCS on-line college course computer requirements for additional information.
- Computer Monitor Audio & Speaker Programs/Equipment: Instructor and/or student files may contain digital or electronic audio/visual material; therefore, students will need access to computer audio/digital/electronic equipment.
- Internet Browser: This course utilizes online materials, accessible only with access to an Internet Browser. Chrome is recommended.
  - Anti-virus software (updated)
  - Microsoft PowerPoint program

Course Description:
This introduction to the visual arts is a global investigation of artistic styles, methods of artistic production and media. Various works will be analyzed and defined in relation to the formal elements and the principles of design. Universal themes are studied within their historical, political, economic, theological, sociological, conceptual, and ethnic contexts. Students will also develop critical thinking and observational skills through the creation of hands-on art projects.

**Course Prerequisites:**
Must be placed into college-level reading (or take GUST 0342 as a co-requisite) and be placed into college-level writing (or take ENGL 0310/0349 as a co-requisite).

**Academic Learning Outcomes for Program Lecture Courses**

1. Create an original, display-ready, work of art using the studio skills taught.
2. Identify the formal Elements and Principles of Design.
3. Apply critical thinking when comparing works of art.
4. Communicate effectively about art through the description, analysis, interpretation and judgement of art works.

**Course Goal:**
This course presents a survey of the visual arts, including artistic media and techniques, and art history. Students in Art Appreciation will also explore visual principles and elements through hands-on activities.

**Course Student Learning Outcomes (SLO): 4 to 7**

1. Apply art terminology as it specifically relates to works of art.
2. Demonstrate knowledge of art elements and principles of design.
3. Differentiate between the processes and materials used in the production of various works of art.
4. Critically interpret and evaluate works of art.
5. Demonstrate an understanding of the impact of arts on culture.

**Learning Objectives.**

Apply art terminology as it specifically relates to works of art.

1.1 Assign correct vocabulary terms and concepts to selected works of art.
1.2 Compare and contrast selected styles and periods of art.
1.3 Describe selected works of art in written papers and tests.
1.4 Practice art terminology in group settings and class discussions.

2. Demonstrate knowledge of art elements and principles of design.

2.1 Define the formal elements and principles of design and identify them in artworks from various cultures and periods.
2.2 Compare and contrast the formal elements and principles of design in selected artworks.
2.3 Construct a hands-on project that creatively organizes the
formal elements and principles of design.
2.4 Evaluate formal characteristics of two or three dimensional art and then develop critical analyses through discussions, journals, presentations, and essays.

3. Differentiate between the processes and materials used in the production of various works of art.
3.1 Identify artistic media including: drawing, painting, sculpture, architecture, printmaking, textiles, ceramics, metal arts, photography, and digital arts.
3.2 Compare and contrast methods of production and processes.
3.3 Classify and examine technological development of artistic media demonstrated by the selected artworks.
3.4 Select and use appropriate materials, techniques and processes in a hands-on art project(s).

4. Critically interpret and evaluate works of art.
4.1 Employ vocabulary terms while interpreting and evaluating works of art.
4.2 Examine the functions of art within various cultures and time periods.
4.3 Compare and contrast the function of art within various cultures and time periods.
4.4 Evaluate the relationship of form to function of selected artworks in their historical context.

5. Demonstrate an understanding of the impact of arts on culture.
5.1 Analyze the way the role of the artist has changed over time.
5.2 Compare and contrast the roles of artists’ audiences and patrons.
5.3 Appraise the effects of various social, political, technological, ethnic and theological forces on artists within selected periods.
5.4 Interpret the significance of selected artworks within their broader cultural context and then develop critical analyses through discussions, journals, presentations, and essays.

Core Curriculum Competencies

Critical Thinking Skills
[HCC: to include creative thinking, innovation, inquiry and analysis, synthesis of information] Art Appreciation is an investigation and analysis of the styles and modes of artistic production from prehistoric times to our own. Through the study of artistic media, universal themes are explored and students will develop an appreciation for the creative process as one that represents an evolving synthesis of cultural, personal, and technological influences.

Communication Skills
Art Appreciation students will learn to interpret the language of visual communication through the study of selected artworks and creation of their own hands-on art project. Students will demonstrate effective writing skills as they fulfill instructor specific writing assignments. In addition, students will develop verbal communication skills as they participate in discussions, critiques and presentations throughout the semester.

Teamwork
[HCC: to include the ability to consider different points of view and to work effectively with others to support a shared purpose or goal]
In Art Appreciation courses we use discussions, critiques, group assignments and hands-on art projects to analyze artistic production within various cultures and time periods. This exploration of culture through art allows students to connect with a variety of viewpoints and then exchange viewpoints with others. Students will demonstrate their ability to work effectively with others in class as they safely and responsibly manage shared media, tools, equipment and clean-up duties, as applicable. Each semester students will participate in at least one collaborative assignment designed to expand their experience in developing skills essential to working effectively with others to support a shared purpose or goal.

Social Responsibility
[HCC: to include intercultural competency, knowledge of civic responsibility, and the ability to engage effectively in regional, national, and global communities]
By its very nature Art Appreciation is intercultural. As a subject it explores various historical, political, economic, theological, sociological, and ethnic contexts. Using this framework, students consider the community’s responsibility in such issues as art destruction/defacement and restoration, art acquisition and public display, public funding of art and censorship. Students observe current events and how they influence or change art history, as new discoveries may change our perception about art. Students make use of the local art community (including museums, galleries, etc.) to augment their knowledge of and participation in their community.

Art Appreciation Student Learning Objectives ~ related to each Learning Outcome
I. Learning Outcome One: Explain the purposes and processes of the visual arts in their historical context.
   The Supporting Learning Objectives:
   1.1 Categorize the artistic media.
   1.2 Distinguish the purpose for which selected works were created.
   1.3 Observe roles of art.
   1.4 Observe roles of artists.
   1.5 Understand the themes of art.
   1.6 Identify selected artworks as being representational, abstract or nonobjective.

II. Learning Outcome Two: Apply the formal elements and principles of design to works from the text.
The Supporting Learning Objectives:
2.1. Determine which formal elements are used in selected artworks.
2.2. Determine which principles of design are used in selected artworks.
2.3. Conduct formal analyses of selected artworks.
2.4. Manipulate the formal elements and principles of design in the hands-on studio assignments.
2.5. Construct basic studio art assignments specifically designed for non-art majors.

III. Learning Outcome Three: Compare and contrast selected artworks using the terminology and iconography of art.
The Supporting Learning Objectives:
3.1. Differentiate the artistic media.
3.2. Distinguish the purpose for which selected works were created.
3.3. Observe roles of art.
3.4. Observe roles of artists.
3.5. Categorize the themes of art.
3.6. Inventory selected artworks as being representational, abstract or nonobjective.

IV. Learning Outcome Four: Evaluate selected artworks using the terminology and iconography of art.
The Supporting Learning Objectives:
4.1. Summarize the period styles of selected artworks.
4.2. Interpret content in selected artworks.
4.3. Hypothesize the iconographical intent of the artist and/or producing culture of selected artworks.
4.4. Evaluate the formal elements and principles of design.
4.5. Judge the artistic merits of selected artworks.

Core Curriculum Statement: This course fulfills the following core intellectual competencies: reading, writing, speaking, listening, critical thinking and computer literacy. A variety of teaching and testing methods are used to assess these competencies.

Instructional Methods: Methods of instruction may include: explanations, demonstrations, hands-on art studio work time, in-class critiques, slide presentations, video/film presentations, lectures, and/or readings (from textbooks, peer-reviewed articles, books, original source seminal texts). Class time may include demonstrations, field trips, assignments, introductions, studio time for projects, and critiques.

Student Assignments: Assignments/Activities may include: individual creative projects, written critical responses, group projects, critiques, exams, hands-on studio workdays/times, occasional gallery visits, various assigned readings from textbooks, peer-reviewed articles, books, original source seminal texts; mandatory discussions based on various Weeks related to the major areas of study in Art and Design; writing papers including critiques, essays, analyses, reviews, research, comparing and contrasting artistic or design theories and perspectives; service learning projects; presentations; group and/or individual projects; portfolios. This course requires a minimum of 2000 words in a combination of writing assignments and/or projects.
Student Assessments: Methods of Assessment/Evaluation may include: portfolios, creative projects, tests which may include: definitions, matching, multiple choice, true/false, short answer, brief essay, essay, lists; writing assignments, in-class discussions and/or critiques; written papers including critiques, essays, analyses, reviews, research, comparing and contrasting artistic or design theories and perspectives; service learning projects; presentations; group and/or individual projects; other methods as may be determined by individual instructors.
Please Note: Due to the calendar schedule, as well as the nature of course material and delivery method, late work (or make-up) work is not accepted in this course. Plan on posting/submitting assignments in advance of scheduled due dates and times. Please remember that sometime problems arise with computer technology, therefore it is advantageous not to wait until the last minute to submit assignments. If you are experiencing technical difficulties, it is highly suggested that you contact the Help Desk.

<table>
<thead>
<tr>
<th>Date</th>
<th>Lectures / Assignments / Projects / Quizzes</th>
</tr>
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<tbody>
<tr>
<td></td>
<td>Modules end Sunday at 1:00 PM CST or 13:00 hours except for the final week. No late work or emails assignments accepted. All work must be posted on Eagle Online (Canvas).</td>
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</tbody>
</table>

**Week 1: June 5-June 11**
- Introduction to course, syllabus, policies and procedures.
- **Mandatory Quiz. Must complete by June 11.**
- Order recommended textbook (need by Week 2)
- Read Chapter 2: Developing Visual Literacy.
- Read Chapter 3: Line.
- Read Chapter 4: Space.
- Participation Assignment Available

**Week 2: June 12-June 18**
- Read Chapter 5: Color and Light.
- Read Chapter 6: Other Art Elements
- Participation Assignment Available
- **Official Day of Record June 12**

**Week 3: June 19-June 25**
- Read Chapter 7: Principles of Design.
- PowerPoint Assignment Introduction
- Hands-on Project Introduction
- Participation Assignment Available

**Week 4: June 26-July 2**
- Mid-Term Exam Chapter 3-7 + Participation Assignments (No make-ups)
- PowerPoint Assignment due (No late work accepted)
- Hands-On Project due (No late work accepted)
- Participation Assignment Available

**Week 5: July 3-July 9**
- Read Chapter 16: The Ancient World
- Read Chapter 17: The Age of Faith
- Participation Assignment Available
- **Last day to Drop July 10, See registrar for details**

**Week 6: July 10-July 16**
- Read Chapter 18: Renaissance through the Baroque
- Read Chapter 19: Eighteenth and Nineteenth Century
- Participation Assignment Available.

**Week 7: July 17-July 23**
- Read Chapter 20: 1900s to Present
- Participation Assignment Available

**Week 8: July 24-July 26**
- Final Exam Available. Module ends Wednesday at 12:59 PM CST or 12:59 hours. (No make-ups)
- Participation Assignment Available
- All work must be posted on Eagle Online. Exam finish by Wednesday, 12:59 PM or 23:59 hours CST. Final letter grade available at Student PeopleSoft the following Monday 10 AM
Desk well in advance of scheduled due dates/ times. Due to the nature of this course, accommodations are not awarded for human and/or computer errors, vacations, work schedules, personal issues or illnesses.

This is a flexible and tentative schedule. *It is possible that these dates will change slightly due to various circumstances. It is the student’s responsibility to follow the schedule to submit assignments on time according to the above schedule. Any reminders from your instructor are a courtesy.*

**HCC Policy Statement: Americans with Disabilities Act (ADA)**
Any student with a documented disability (e.g. physical, learning, psychiatric, vision, hearing, etc.) who needs to arrange reasonable accommodations must contact the Disability Services Office at the respective college at the beginning of each semester. Faculty is authorized to provide only the accommodations requested by the Disability Support Services Office.

If you have any questions, please contact the Disability Counselor at your college or the District Disability Office at 713-718-5165 or the Southwest College Counselor: Dr. Becky Hauri at 713-718-7909.

To visit the ADA Web site, log on to www.hccs.edu, Click Future Students
Scroll down the page and click on the words Disability Information.
http://www.hccs.edu/hccs/future-students/disability-services

**Title IX of the Education Amendments of 1972 requires that institutions have policies and procedures that protect students’ rights with regard to sex/gender discrimination. Information regarding these rights are on the HCC website under Students-Anti-discrimination. Students who are pregnant and require accommodations should contact any of the ADA Counselors for assistance.**

*It is important that every student understands and conforms to respectful behavior while at HCC. Sexual misconduct is not condoned and will be addressed promptly. Know your rights and how to avoid these difficult situations.*

**HCC Policy Statement: Academic Honesty**
You are expected to be familiar with the College's Policy on Academic Honesty, found in the catalog and student handbook. Students are responsible for conducting themselves with honor and integrity in fulfilling course requirements. Penalties and/or disciplinary proceedings may be initiated by College System officials against a student accused of scholastic dishonesty.

“Scholastic dishonesty” includes, but is not limited to, cheating on a test, plagiarism, and collusion.

**Cheating** on a test includes:
- Copying from another student’s test paper;
- Using materials during a test that are not authorized by the person giving the test;
- Collaborating with another student during a test without authority;
- Knowingly using, buying, selling, stealing, transporting, or soliciting in whole or part the contents of a test that has not been administered;
- Bribing another person to obtain a test that is to be administered.

**Plagiarism** means the appropriation of another’s work and the unacknowledged incorporation of that work in one’s own written work offered for credit.

**Collusion** means the unauthorized collaboration with another person in preparing written work or testing offered for credit.

**Violations:** Possible punishments for academic dishonesty may include a grade of “0” or “F” on the particular assignment, failure in the course, and/or recommendation for probation or dismissal from the College System. A recommendation for suspension or expulsion will be referred to the College Dean of Student Development for disciplinary disposition.

Students who wish to appeal a grade penalty should notify the instructional supervisor within 30 working days of the incident. A standing committee appointed by the College Dean of Instruction (Academic or Workforce) will convene to sustain, reduce, or reverse the grade penalty. The committee will be composed of two students, two faculty members, and one instructional administrator. A majority vote will decide the grade appeal and is final.

**Official HCC Attendance Policy:**
Students are expected to attend classes regularly. Students are responsible for material covered during their absences. Instructors check class attendance daily.

**Administrative drops are at the discretion of the instructor.** If you are doing poorly in the class, but you have not contacted your professor to ask for help, and you have not withdrawn by the official withdrawal date, it will result in you receiving a grade of “F” in the course.

Class attendance is important to your success.

A student may be dropped from a course for absenteeism after the student has accumulated absences in excess of 12.5 percent of the hours of instruction (including lecture and laboratory time).

For example:
For a three credit-hour lecture class meeting three hours per week (48 hours of instruction), a student may be dropped after six hours of absences.

Students are expected to attend classes regularly. Students are responsible for material covered during their absences. Class attendance is checked daily.

**Although it is the responsibility of the student to drop a course for non-attendance, the instructor has the authority to drop a student for excessive absences.**
Course Withdrawals-First Time Freshmen Students-Fall 2007 and Later:
Effective 2007, section 51.907 of the Texas Education Code applies to first-time in college freshman students who enroll in a Texas public institution of higher education in the fall semester of 2007 or thereafter. High school students currently enrolled in HCC Dual Credit and Early College are waived from this requirement until they graduate from high school.

Based on this law, HCC or any other Texas Public institution of higher education may not permit students to drop after the official day of record more than six college level credit courses for unacceptable reasons during their entire undergraduate career.

Course Withdrawals: Be sure you understand HCC policies about dropping a course. It is the student’s responsibility to withdraw officially from a course and prevent an “F” from appearing on the transcript. If you feel that you cannot complete this course, you will need to withdraw from the course prior to the final date of withdrawal. Before, you withdraw from your course; please take the time to meet with the instructor to discuss why you feel it is necessary to do so. The instructor may be able to provide you with suggestions that would enable you to complete the course. Your success is very important.

However, your instructor reserves the right to withdrawal you from this class for non-participation.

**Final withdrawal deadlines vary each semester and/or depending on class length, please visit the online registration calendars, HCC schedule of classes and catalog, any HCC Registration Office, or any HCC counselor to determine class withdrawal deadlines. Remember to allow a 48-hour response time when communicating via email and/or telephone with the registration office. Do not submit a request to discuss withdrawal options less than a day before the deadline. If you do not withdraw before the deadline, you will receive the grade that you are making in the class as your final grade.

Early Alert Program: To help students avoid having to drop/withdraw from any class, HCC has instituted an Early Alert process by which your professor may “alert” you and HCC counselors that you might fail a class because of excessive absences and/or poor academic performance. It is your responsibility to visit with your professor or a counselor to learn about what, if any, HCC interventions might be available to assist you – online tutoring, child care, financial aid, job placement, etc. – to stay in class and improve your academic performance.

Repeat Course Fee: The State of Texas encourages students to complete college without having to repeat failed classes. To increase student success, students who repeat the same course more than twice, are required to pay extra tuition. The purpose of this extra tuition fee is to encourage students to pass their courses and to graduate. Effective fall 2006, HCC will charge a higher tuition rate to students registering the third or subsequent time for a course. If you are considering course withdrawal because you are not earning passing grades, confer with your instructor/counselor as early as possible about your study habits, reading and writing homework, test taking skills, attendance, course participation, and opportunities for tutoring or other assistance that might be available.

Individual Instructor’s Requirements Statement:
As your Instructor, it is my responsibility to:

- Provide the grading scale and detailed grading formula explaining how student grades are to be derived
- Facilitate an effective learning environment through class studio activities, discussions, and critiques
- Provide a clear description of any special projects or assignments
- Inform students of policies such as attendance, withdrawal, tardiness and make up
- Provide the course outline and class calendar which will include a description of any special projects or assignments
- Arrange online chat with individual students

To be successful in this class, it is the student’s responsibility to:

- Attend class and participate in class discussions and activities
- Read and comprehend the textbook
- Complete the required assignments and exams
- Complete the required studio assignments
- Ask for help when there is a question or problem
- Keep copies of all paperwork, including this syllabus, handouts, and all assignments

HCC Art Discipline Requirements: By the end of the semester, the student who passes with a final grade of "C" or above will have demonstrated the ability to:

- Complete and comprehend the objectives of all graded assignments
- Attend class regularly, missing no more than 12.5% of instruction (6 hours)
- Arrive at class promptly and with the required supplies for that day’s session
- Be prepared for and participate in class critiques
- Demonstrate the ability to communicate orally in clear, coherent, and persuasive language
- Demonstrate the ability to use computer-based technology in communicating, solving problems, and acquiring information
- Complete a minimum of 2000 words in a combination of writing assignments and/or projects
- Maintain an overall average of 70 or above on assignments, projects, and tests and styles included in the course syllabus.
- Compare and contrast works of art using the terminology and iconography of art.
- Explain the function of art in its historical context.
- Complete the required studio art assignments

The grade of "I" (Incomplete) is conditional. It will only be assigned if at least 80% of the course work is complete. Acceptable emergency documentation is necessary at my discretion. Students receiving an "I," must make an arrangement with the instructor in writing to complete the course work within three months. After the deadline, the "I" becomes an "F." All "I" designations must be changed to grades prior to graduation. Changed grades will appear on student record as "I"/Grade "I/A")
Your final grade for the semester will reflect your effective use of class time. It is very important for your growth and successful completion of the assignments to approach this work consistently, and participate fully in the class.

The grade of "W" (Withdrawal) appears on grade reports when students withdraw from a class by the drop deadline. Instructors have the option of dropping students up to the deadline. After the deadline, instructors do not have that option — not even when entering final grades.

**Instructor Grading Criteria**: Homework, assignments and projects will be evaluated according to the following criteria:

- Adherence to all specific assignment guidelines/content requirements.
- Adherence to deadlines.
- Follow instructions exactly for ‘hands-on’ or ‘studio’ work.
- Honesty: Submit your own work.

**Instructor’s Final Grading Legend**: Fine Arts Department Information: The Grading Criteria: Organization and Assessment: Assessment consists of the following: two exams. In addition, short assignments, fieldtrips, discussions and participation, hands-on projects, group presentations or individual presentations may be used for assessment.

Please allow the same amount of time for your instructor to grade your assignments as you were given to complete them. For example, if you were given 1 week to complete an assignment, allow 1 week for your instructor to grade your assignment. Again, 3 weeks for you to complete the assignment, allow 3 weeks to grade the assignment.

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<thead>
<tr>
<th>Grading Rubric Assignment</th>
<th>Possible Score</th>
<th>Your Score</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mid-Term Quiz</td>
<td>17</td>
<td></td>
</tr>
<tr>
<td>PowerPoint Assignments</td>
<td>30</td>
<td></td>
</tr>
<tr>
<td>Hands-on Project</td>
<td>20</td>
<td></td>
</tr>
<tr>
<td>Participation Assignments</td>
<td>16</td>
<td></td>
</tr>
<tr>
<td>Final Quiz</td>
<td>17</td>
<td></td>
</tr>
<tr>
<td>Total Points for Semester</td>
<td>100</td>
<td></td>
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</tbody>
</table>

Please check your grades and comments left for your assignments on a regular basis.

All major assignments must be completed to pass this course, including the PowerPoint, Hands-on Project, and both quizzes. Failure to complete the above assignments, tied to learner outcomes, will result in a failing grade.

(NO LATE WORK OR MAKE-UPS ACCEPTED) Accommodations are not awarded for computer and/or human error, personal or professional issues, vacations or illness. Make-up work or late work are not issued in this course.
Save all your assignments and papers, hands-on projects, PowerPoint presentations and/or receipts, confirmation numbers, etc. until you have received your final semester grade.

Descriptions and Breakdowns: Scores are cumulative meaning grades are added for the final grade of the semester.

- **Mandatory Orientation Quiz** is one way of determining your participation during the first weeks of class. Use your syllabus and course Home Page plus the first week's module to explore the course to find the answers before taking the quiz. This counts as your attendance record for this class. **If you do not complete this quiz you are dropped from this class.**

  Take this quiz before the date stated on the syllabus schedule. Also, for taking the quiz, you will receive two extra credit points for passing on your first and only attempt.

- **Quiz: Two quizzes. No late work or email assignments accepted!**
  Accommodations are not awarded for computer and/or human error, personal or professional issues, vacations or illness. **Make-up Quizzes are not issued in this course.**

  (See schedule for due dates.) The tests will consist of essay, short answer, or multiple choice. Test content is from the assigned reading material, class discussions (including group presentations), films, hands-on projects and lectures. It is imperative that you take notes and read the material assigned. **See grading rubric above.**

  Exams are located within this Eagle Online course, taken online, timed, electronically graded and recorded. Exams are available plan 30-minute block of time to complete exams. Only one attempt is available to students; once exam has begun and allotted time has expired, total points are calculated and automatically entered into the electronic Grade Book. Students will not have time to search for answers to exam questions, nor skip questions, therefore, study the course material prior to start of exam. Accommodations are not awarded for computer and/or human error, personal or professional issues, vacations or illness. Make-up Exams are not issued in this course.

- **PowerPoint Assignments:** No late work or emails accepted! (See schedule for due dates. Must be submitted in Microsoft PowerPoint Program. If I cannot open the document, I do not grade it. Waiting until the last minute to complete an assignment does not lead to a passing grade. **See grading rubric above.**

- **Hands-on Project:** No late work or emails accepted! (See schedule for due dates.) Using materials bought or found to create a project specifically designed for non-art majors. If I cannot open the document, I do not grade it. Waiting until the last minute to complete an assignment does not lead to a passing grade. **See grading rubric above.**
• **Participation Assignments**: No late work or emails accepted! Weekly participation assignments. Participation is from the assigned reading material, class discussions (including group presentations), videos, and journals. Grades are rewarded after the closing of the assignment, not piecemeal. Each assignment is graded the same on a based on a pass/fail grade. Finally, **not meeting minimum requirements result in a zero. Always read and follow instructions carefully.** Waiting until the last minute to complete an assignment does not lead to a passing grade. See grading rubric above.

Students must be courteous, respectful and follow rules at all times. There will be no terms of abuse, derogatory terms including name slurs, words or grammatical forms that connote negativity and express contempt or distaste. No profanity allowed. Students who do not comply are not allowed to complete and receive grades on assignments.

**HCC Grading Information:**
Grading: the official HCC grading rubric is as follows:

<table>
<thead>
<tr>
<th>Grade</th>
<th>Description</th>
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<tbody>
<tr>
<td>90–100</td>
<td>Exceptionally fine work; superior in presentation, visual observation, comprehension and participation</td>
</tr>
<tr>
<td>80–89</td>
<td>Above average work; superior in one or two areas</td>
</tr>
<tr>
<td>70–79</td>
<td>Average work; good, unexceptional participation</td>
</tr>
<tr>
<td>60–69</td>
<td>Below average work; noticeably weak with minimal participation</td>
</tr>
<tr>
<td>Below 60</td>
<td>Clearly deficient in presentation, style and content with a lack of participation. &quot;F&quot; for the student who attended class regularly, but was unable to earn a passing grade.</td>
</tr>
<tr>
<td>FX</td>
<td>Student who failed because they basically stopped attending. An FX will have the same weight as an F on the student's transcript and GPA.</td>
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**EGLS3 -- Evaluation for Greater Learning Student Survey System**
[http://www.hccs.edu/district/students/egls3/](http://www.hccs.edu/district/students/egls3/)
At Houston Community College, professors believe that thoughtful student feedback is necessary to improve teaching and learning. During a designated time, you will be asked to answer a short online survey of research-based questions related to instruction. The anonymous results of the survey will be made available to your professors and division chairs for continual improvement of instruction. Look for the survey as part of the Houston Community College Student System online near the end of the term.