

CAMOSUN COLLEGE
School of Arts & Science
Applied Communication Program

COMM 211, Publishing 4
Fall 2004

COURSE OUTLINE

The College does not keep this outline indefinitely. Keep this outline for your records.

1. Instructor Information

- (a) Instructor Rick Caswell
- (b) Office hours: Monday to Friday, 9 to 4, by appointment
- (c) Location: Y315B
- (d) Phone: 370-3396
- (e) E-mail: caswellr@camosun.bc.ca

2. Intended Learning Outcomes

The student will be able to:

1. **Produce** advanced desktop publishing projects that include original graphics, professional writing and design.
2. **Produce** an advanced digital project that includes a combination of text, still images, sound, animation, and video.
3. **Develop and complete** a self-directed publishing project in an area of particular career interest to the student.
4. **Assemble** a portfolio of projects that demonstrates the student's current professional abilities

3. Required Materials

None

4. Course Content and Schedule

Weekly workload

classroom 2 hour; lab 3 hours; seminar 0.5 hour
estimated out-of-class 4.5 hours

Attendance

I expect attendance and participation at all sessions including publishing critique and seminar. Should you find it necessary to miss sessions due to other urgent commitments please let me know in advance since your absence may affect activities planned that day.

5. Basis of Student Assessment (Weighting)

Projects are due by deadlines stated on assignment sheets. Late assignments will lose 10% per week or portion of a week.

Self-directed project(s)	20%
Newsletter production.....	20%
Flash.....	15%
Poster project	15%
Acrobat	15%
Portfolio/résumé	10%
Presenting at publishing critique	5%

6. Grading System

The following percentage conversion to letter grade will be used:

A+ = 95 - 100%	B = 75 - 79%	D = 50 - 59%
A = 90 - 94%	B- = 70 - 74%	F = 0.0 - 49%
A- = 85 - 89%	C+ = 65 - 69%	
B+ = 80 - 84%	C = 60 - 64%	

7. Recommended Materials or Services to Assist Students to Succeed Throughout the Course

LEARNING SUPPORT AND SERVICES FOR STUDENTS

There are a variety of services available for students to assist them throughout their learning. This information is available in the College Calendar, Registrar's Office or the College web site at <http://www.camosun.bc.ca>

ACADEMIC CONDUCT POLICY

There is an Academic Conduct Policy. It is the student's responsibility to become familiar with the content of this policy. The policy is available in each School Administration Office, Registration, and on the College web site in the Policy Section.
www.camosun.bc.ca/divisions/pres/policy/2-education/2-5.html
