

Introduction to Creative Information Technologies

ITP 102 (2 Units)
 Spring 2016

Catalogue Description	Creative technologies. Computer Graphics. Internet and Web. Mobile Systems. Digital Audio and Video.
Objective	<p>This course is designed to be an introductory course in information technology. The course focuses on key concepts for understanding modern computer systems. Students will also learn about the capabilities and limitations of information technology systems. The focus of the course is on how to utilize information technology for creative products and pursuits.</p> <p>Upon completing this course, students will:</p> <ul style="list-style-type: none"> • Understand the fundamentals of information technology • Understand how information technology is used in a creative focus • Learn core concepts of computing and modern systems • Understand modern software programs and packages • Learn about upcoming IT technologies
Prerequisites	Knowledge of any 2D paint, drawing, or CAD program
Instructor	<p>Lance S. Winkel (winkel@usc.edu) Tel: 213.740.9956 Office Hours: Mondays / Wednesdays 9am-11:40am OHE 530 H Mondays / Thursdays 1-1:15pm OHE 540 following ITP 102 Tuesdays / Thursdays 9am-9:40am OHE 530 H</p>
Hours	2 hours
Course Structure	<ul style="list-style-type: none"> • Details for projects, labs, and due dates are detailed in the syllabus below and also on Blackboard. • The Midterm Exam will be Week 8. • The Final Exam will be Friday May 6, 11am - 1pm • Attendance is taken daily. Student is responsible for signing in. • ITP 102 Lab Sessions will not start until Week 2. • ITP 102 Lab Sessions are optional and for your benefit in completing the assigned work. You may attend alternate lab sessions but the enrolled students for each specific session have priority. • Lab Assistants contact information is on Blackboard. • Details and instructions for all projects will be available on Blackboard.
Textbook(s)	There is no required textbook to purchase for this class. All lecture PowerPoint slides will be posted to blackboard and will be required reading for the exams. In addition, there will be posted articles that will be assigned reading based upon current topics and industry trends in business technologies.

Grading Labs assignments 50%
Midterm Exam 20%
Final Exam 20%
Participation 10%

Total 100%

Grading Scale Letter grades will be assigned according to the following scale:

93%+	A
90-92%	A-
87-89%	B+
83-86%	B
80-82%	B-
77-79%	C+
73-76%	C
70-72%	C-
69	D+
67-68	D
66	D-
65 and below	F

Half percentage points will be rounded up to the next whole percentage. So for instance, 89.5% is an A-, but 89.4% is a B+.

Homework All homework will be submitted on Blackboard. Detailed instructions and resources for each assignment will be posted on Blackboard along. <http://blackboard.usc.edu>

Policies *Make-up policy for exams:* To make up for a missed exam, the student must provide a satisfactory reason (as determined by the instructor) along with proper documentation. Make-up exams are generally only offered in emergency situations.

Before logging off a computer, students must ensure that they have saved any work to either a USB drive or a service such as Dropbox. Any work saved to the computer will be erased after restarting the computer. ITP is not responsible for any work lost.

ITP offers Open Lab use for all students enrolled in ITP classes. These open labs are held beginning the second week of classes through the last week of classes. Hours are listed at: <http://itp.usc.edu/labs/>.

Statement on Academic Conduct and Support Systems

Academic Conduct

Plagiarism – presenting someone else’s ideas as your own, either verbatim or recast in your own words – is a serious academic offense with serious consequences. Please familiarize yourself with the discussion of plagiarism in *SCampus* in Section 11, *Behavior Violating University Standards* <https://scampus.usc.edu/1100-behavior-violating-university-standards-and-appropriate-sanctions/>. Other forms of academic dishonesty are equally unacceptable. See additional information in *SCampus* and university policies on scientific misconduct, <http://policy.usc.edu/scientific-misconduct/>.

Discrimination, sexual assault, and harassment are not tolerated by the university. You are encouraged to report any incidents to the *Office of Equity and Diversity* <http://equity.usc.edu/> or to the *Department of Public Safety* <http://capsnet.usc.edu/department/department-public-safety/online-forms/contact-us>. This is important for the safety whole USC community. Another member of the university community – such as a friend, classmate, advisor, or faculty member – can help initiate the report, or can initiate the report on behalf of another person. *The Center for Women and Men* <http://www.usc.edu/student-affairs/cwm/> provides 24/7 confidential support, and the sexual assault resource center webpage sarc.usc.edu describes reporting options and other resources.

Support Systems

A number of USC’s schools provide support for students who need help with scholarly writing. Check with your advisor or program staff to find out more. Students whose primary language is not English should check with the *American Language Institute* <http://dornsife.usc.edu/ali>, which sponsors courses and workshops specifically for international graduate students. *The Office of Disability Services and Programs* http://sait.usc.edu/academicsupport/centerprograms/dsp/home_index.html provides certification for students with disabilities and helps arrange the relevant accommodations. If an officially declared emergency makes travel to campus infeasible, *USC Emergency Information* <http://emergency.usc.edu/> will provide safety and other updates, including ways in which instruction will be continued by means of blackboard, teleconferencing, and other technology.

A Further Note on Plagiarism

NOTE: This is a custom blurb that I use in my classes.

You can remove this if you don’t want it.

In this class, all homework submissions will be compared with current, previous, and future students’ submissions using MOSS, which is a code plagiarism identification program. If your code significantly matches another student’s submission, you will be reported to SJACS with the recommended penalty of an F in the course.

It is okay to discuss solutions to specific problems with other students, but it is not okay to look through another student’s code. It does not matter if this code is online or from a student you know, it is cheating. Do not share your code with anyone else in this or a future section of the course, as allowing someone else to copy your code carries the same penalty as you copying the code yourself.

Course Outline

Note: Schedule subject to change

Week 1 Monday – Syllabus and course introduction

- Course overview
- Instructor biographical
- Lab Assistants
- ITP Labs

Reading

Slides on Blackboard

Week 1 Wednesday – Analog vs. Digital, Graphics, Images

Reading

Slides on Blackboard

Project

Shooting exercise

Week 2 Monday – MLK Day - no class

Week 2 Wednesday – Numeral Systems; Colors and Numbers

Reading

Slides on Blackboard

Week 3 Monday – Files Types and Formats

Reading

Slides on Blackboard

Week 3 Wednesday – Image and Asset Creation (Photoshop Lab)

Reading

Slides on Blackboard

Project

Photoshop Lab

Week 4 Monday – Creating Web Assets

Reading

Slides on Blackboard

Project

Week 4 Wednesday – Photo Cleanup and Color Correction

Reading

Slides on Blackboard

Project

Photo Editing Lab

Week 5 Monday – Vector vs. Pixel Graphics; Illustration Tools

Reading

Slides on Blackboard

Week 5 Wednesday – Logos, Iconography, and Graphic Design

Reading

Slides on Blackboard

Project

Illustrator Logo Design Lab

Week 6 Monday – President’s Day, no class

Week 6 Wednesday – History of the Internet

Reading

Slides on Blackboard

Week 7 Monday – The World Wide Web, HTML, CSS, and Java

Reading

Slides on Blackboard

Week 7 Wednesday – Midterm Review

Reading

Slides on Blackboard

Week 8 Monday – Midterm Exam

Reading

Slides on Blackboard

Week 8 Wednesday – Dreamweaver and Website Creation

Reading

Slides on Blackboard

Project

Dreamweaver Lab

Week 9 Monday – Domains, Hosting, FTP, and Site Setup

Reading

Slides on Blackboard

Week 9 Wednesday – Dreamweaver Interface and Page Content Creation

Reading

Slides on Blackboard

Spring Break!

Week 10 Monday – Adding Content to Websites; Links; Blogs; Etc.

Reading

Slides on Blackboard

Week 10 Wednesday – History of 3D Computer Graphics

Reading

Slides on Blackboard

Week 11 Monday – History of Film, Video, Standards and Legacy of Visual Storytelling

Reading

Slides on Blackboard

Project

Video Production Shooting

Week 11 Wednesday – Cameras, Optics, and Best Practices for Shooting a Production

Reading

Slides on Blackboard

Week 12 Monday – Editing, Frame Rate, Time Code

Reading

Slides on Blackboard

Week 12 Wednesday – Managing Video and Audio Assets, Workflow, and Editing Tools

Reading

Slides on Blackboard

Project

Video Editing Project

Week 13 Monday – Non-linear Editing Tools, Premiere Interface

Reading

Slides on Blackboard

Week 13 Wednesday – Cuts, Fades, Wipes, Dissolves, and Transitions

Reading

Slides on Blackboard

Week 14 Monday – Continuity, Film Grammar, and Editing Rules

Reading

Slides on Blackboard

Week 14 Wednesday – Final Output, Rendering Video, and Distribution Formats, Web

Reading

Slides on Blackboard

Project

Rendering and Digital Distribution Project

Week 15 Monday – Final Project Viewing

- Viewing of Final Projects
- In class critique

Week 15 Wednesday – Final Exam Review Day

- Review slides for Final Exam

- Course Evaluations

Final Exam – Friday, May 6, 11am-1pm, OHE 540

All students must attend Final Exam session!

Multiple choice. Bring pencil and eraser.