

## **After Effects Workshop- ANI 150**

Winter 2022 / Mon 11:50am – 1:20pm / CDM, Room 722

**Instructor:** Jason Sandri

**Email:** [jsandri@depaul.edu](mailto:jsandri@depaul.edu)

**Office Hours**    **Monday:** 9:15 am – 10:10 am & 1:20 pm – 3:10 pm

**Wednesday:** 9:15 am – 10:10 am & 1:20 pm – 3:10 pm

**Location:** CDM 617

By Appointment Only. You must email or otherwise notify me to request a meeting within the times above. The week(s) of finals, office hours may be different or unavailable.

**Course Description:** This class will introduce students to the fundamentals of After Effects, including key-framing, compositing and rendering. Topics and techniques covered during lectures will be reinforced through in-class exercises and projects.

**Prerequisite(s):** None

**Course Objectives:** Upon completion, students should be able to effectively display knowledge and understanding of fundamental After Effects tools and techniques including those necessary for key-framing animation, compositing multiple still and video elements together, and rendering their work for viewing.

**Required Materials & Hardware:**

- Portable storage device 8 GB or larger (Required)

**...The Fine Print...**

**Online Course Evaluations:** Evaluations are a way for students to provide valuable feedback regarding their instructor and the course. Detailed feedback will enable the instructor to continuously tailor teaching methods and course content to meet the learning goals of the course and the academic needs of the students. They are a requirement of the course and are key to continue to provide you with the highest quality of teaching. The evaluations are anonymous; the instructor and administration do not track who entered what responses.

**Academic Integrity and Plagiarism:** This course will be subject to the university's academic integrity policy. More information can be found at <http://academicintegrity.depaul.edu/>. If you have any questions be sure to consult with your professor.

**Academic Policies:** All students are required to manage their class schedules each term in accordance with the deadlines for enrolling and withdrawing as indicated in the University Academic Calendar. Information on enrollment, withdrawal, grading and incompletes can be found at: [cdm.depaul.edu/enrollment](http://cdm.depaul.edu/enrollment) **AND** [academics.depaul.edu/calendar/Pages/default.aspx](http://academics.depaul.edu/calendar/Pages/default.aspx)

**Students with Disabilities:** Students seeking disability-related accommodations are required to register with DePaul's Center for Students with Disabilities (CSD) enabling you to access accommodations and support services to assist your success. There are two office locations:

Loop Campus - Lewis Center #1420 - (312) 362-8002

Lincoln Park Campus - Student Center #370 - (773) 325-1677

Students can also email the office at [csd@depaul.edu](mailto:csd@depaul.edu)

Students who are registered with the Center for Students with Disabilities are also invited to contact me privately to discuss how I may assist in facilitating the accommodations you will use in this course. This is best done early in the term. Our conversation will remain confidential to the extent possible.

**COVID-19 Health and Safety:** Keeping our DePaul community safe is of utmost importance in the pandemic. Students, faculty and staff are expected to (1) wear a mask as required at all times while indoors on campus; (2) refrain from eating and drinking in classrooms; (3) keep current with their COVID-19 vaccinations or exemptions; (4) stay home if sick; (5) participate in any required COVID-19 testing; (6) complete the online Health and Safety Guidelines for Returning to Campus training; and (7) abide by the City of Chicago Emergency Travel Advisory. By doing these things, we are Taking Care of DePaul, Together. The recommendations may change as local, state, and federal guidelines evolve. **Students who do not abide by the mask requirement may be subject to the student conduct process and will be referred to the Dean of Students Office and will be asked to leave class.** Students who have a medical reason for not complying with any requirements must register with DePaul's Center for Student with Disabilities (CSD). **Students asked to leave class for not abiding by the above requirements will be counted as absent, and subject to the attendance and participation policy outlined in this syllabus.**

**Eating and Drinking:** Due to current state and university masking mandates, no eating or drinking is allowed in class.

**Cell Phones & Laptops:** If you bring a cell phone to class, it must be off or set to a silent mode. Should you need to answer a call during class, students must leave the room in an undistruptive manner. Out of respect to fellow students and the professor, phone use is never allowable in class. If you are required to be on call as part of your job, please advise me at the start of the course. Laptops should be used with the same courtesy to your fellow students, and use will be limited to notes and class-relevant activities. Failure to be attentive and respectful to your fellow students will be reflected in your participation grade.

**Attendance and Participation:** Students are expected to attend and participate in each class, be present for the start of class, and remain for the duration. Arriving late or leaving early is considered a tardy. Two late arrivals or early departures will be counted as one full absence. **Over 20% absence earns a 0% for your attendance and participation grade, and may constitute failure of the course.** Since this class meets once weekly, 20% equates to **two** meeting dates. It is the responsibility of the student to keep up on any materials and assignments missed from absence, and due dates and expectations are not adjusted for absence, except for students with excused absences (described below). Additionally, if you arrive to class after attendance is taken, **it is your responsibility to let me know you arrived tardy at the end of class that day**, otherwise your absence will not be changed. You are required to attend on the day of the final. Participation will be measured by in-class presence and/or interaction, and students are highly encouraged to ask questions and offer comments relevant to the day's topic and peer work. It is the expectation that all dialogue in this course is civil and respectful of the dignity of each student.

If you require an absence due to religious observance, please let me know and I will happily excuse these cases individually. In the case of an excused absence (medical, mental health, and/or personal crises) please submit documentation via the absences notification form to the Dean of students' office. The Deans office will notify me and your absence will be excused. The link to the policy and form are located at the following link:  
<http://offices.depaul.edu/studentaffairs/supportservices/academic/Pages/absence-notification.aspx>

**Professional Correspondence:** Like it or not, email is still the preferred professional means of written communication. Texting is great, but it lacks the detail and formality required to convey important information and ideas. If you need to contact me outside of class, email is the best means, and if you do contact me, it is expected that you format your emails in a professional format, **not written in shorthand or text lingo**. You should include a salutation (Hello, Good Afternoon, etc..) as well as who you are and from what class (my name is X from your Thursday ANI 101 class). You should format your email in a logical way, and **be sure to**

**clearly state your question or issue that you need help with, and attach applicable files if necessary.** Lastly, sign your email with your name. Once we have started an email chain, less formal responses are perfectly fine, but your initial message should be formatted as above. It's always a good idea to quickly proof-read your emails before sending them.

Professional email is the quickest, easiest, and most respectful way for us to clearly communicate and quickly answer questions and solve issues.

Lastly, I do my best to answer emails within a few hours, but I am not always near my computer or phone. Please use common sense when emailing about issues with projects—I probably can't do much to help you with problems when the assignment is due the next morning or later that day—don't wait until the last minute to ask for help. **Emails sent after 9 pm will be addressed the following day.**

**Additional "Things to Know":** You should anticipate to spend at least 1-2 hours per week on course work, and you are expected to wisely manage your time. Much of your work will be on a computer—file storage and safety is **your** responsibility. There will be **no** exceptions made if you don't adequately save and back up your work—computers crash, flash drives get lost, and cloud storage can fail. You should back up all of your work to a minimum of two devices. All assignments must be completed and turned in by the due date listed on D2L, *period*.

The software we will be using in this course is complicated, especially for first time users. I will make every effort to clearly explain the tools we will be using in the programs, but students are expected to survey their own learning curve and perform accordingly. This means if you don't understand something, you should be asking questions, and some students may require additional hands-on time outside of class.

Lastly, if you choose to work at home, be advised that DePaul labs and your personal computer may be using different versions of Adobe software, which may cause your work to be incompatible, and possibly corrupt or damage your files. Adobe is constantly publishing updates, and if you have Adobe Creative Cloud set to "Auto-Update" (which is the default), your software may update without your knowledge, causing you problems. You should turn off "Auto-Update" in your Creative Cloud preferences settings, and "roll back" your software version at home to match the DePaul labs. All assignments must be completed using the current software version on DePaul computers. **Instructions on how to turn off auto update and "roll back" your software version are in the contents section of D2L.**

**D2L COL Recording:** We will be using D2L in this course, and most of our classes will be recorded. You may revisit lectures, labs, and assignment instructions on D2L. I suggest that you log in and test this function so that you know how it works, as it is a useful tool. "The D2L videos didn't work for me" is **NOT** an acceptable excuse for late assignments or finals—figure it out BEFORE the last minute! If you miss a class, it is expected that you review the missed material on the D2L recording.

**Assignments:** It is your responsibility to **fully** read all assignment descriptions located in the D2L “Submissions” section, and clarify any questions with me prior to the due date. All assignments are due by the date and time listed on D2L, **no exceptions**. Assignments uploaded within one hour past the due time will be docked 50% of the total points for the assignment, prior to grading. Assignments turned in later than one hour past the due date/time will be given a zero. Don’t fail because of late work—be on time! **Keep your email “submission receipts”.** **If you do not receive one, double check that you properly submitted your work to D2L.**

Students are permitted to rework or correct assignments and resubmit them for up to full credit only if the original submission was turned in on time. Only legitimate attempts at the full assignment will be eligible. Incomplete “Works in progress” or place-holder files are not to be considered legitimate attempts at assignment completion and will not be considered for resubmission. Additionally, assignments turned in after the due date and time will not be eligible. The final project is not eligible for re-submission. **The cut-off time and day for resubmissions is the same as the due date and time of the final project.**

There will be a few opportunities for extra credit, so please take advantage of those when they are available.

**Final:** The final day and time will be **Monday, March 14th, 2022 from 11:30 am to 1:45 pm—** Mark your calendar accordingly! Per CDM policy, attendance for the final is mandatory. Excused absences are allowable only per the Absence Notification system described in the “Attendance and Participation” section above, or through arrangement with me a minimum of two weeks in advance of the final.

**Failure to attend the final will result in a zero grade for attendance and participation for the semester, and may constitute failure of the course.**

### **Grading:**

15% Attendance & Participation

65% Weekly Assignments

20% Final Project

A = 100-93, A- = 92-90, B+ = 89-88, B = 87-83, B- = 82-80, C+ = 79-78, C = 77-73, C- = 72-70, D+ = 69-68, D = 67-63, D- = 62-60, F = 59-0.

\*This information is subject to change pending alterations to semester outline. Any changes will be clearly communicated to students in class and in writing. **It is your responsibility to read, understand, and abide by this course syllabus.**