

DePaul University

Winter 2017

ANI 395 Capstone SYLLABUS

Meeting time: M/W 10:10 am – 11:40 am

Location: Lab 527

Instructor: Meghann Artes

Office: CDM 518 (5th Floor)

Office Hours: Mondays 11:40am – 1:10pm

Wednesdays 11:40am – 1:10pm

Contact: 312-362-5877

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COURSE DESCRIPTION

Continuation of ANI 394. This production-based course is the second half of a two-course sequence that provides the student with an Animation capstone experience. These courses connect the student's Animation coursework with their overall Liberal Studies coursework through three components: class lectures and discussions, independent analysis and reflection, and the creation of a significant animation project. Students will employ the knowledge they have learned and the skills they have acquired in all their Animation courses to date to produce a significant animation project. The course sequence is designed to be taken in two consecutive quarters. **PREREQUISITE(S): ANI 394**

OBJECTIVES

This course will concentrate on facilitating the student's production of animation projects. The topics of idea generation, experimentation, problem solving, planning and time management, and the process of critical analysis will be applied to the student's work, with the choice of animation technique, content and form left to the individual. Students will learn the importance of bringing projects to completion.

WORK EXPECTATIONS - The Two Rules

Rule 1: The most important thing this quarter is that you dedicate quality work time each week towards your film. This isn't the type of project you can do all at once at the end of two quarters!

Rule 2: You must bring something to work on during each class regardless of what is due that day.

LEARNING OUTCOMES

Students completing a Capstone course should be able to:

- 1) Apply one or more theories or concepts from courses within their major to an analysis of a particular issue relevant to the major.
- 2) Identify an idea, method, or concept from a discipline outside their major field of study and be able to apply within the context of their major field of study.
- 3) Examine how their previous coursework including Liberal Studies courses, has contributed to their intellectual development and/or their post graduation plans.

HOW LEARNING OUTCOMES WILL BE MET

The learning outcomes will be met by completion of a significant and well-planned animated film as well as in-class critiques of the student's own work and the work of classmates. There will also be three separate writing assignments including a Creative Statement, an essay on animation in relation to a specific topic and a resume with cover letter.

CLASSWORK – Assignments

The majority of your grade for each assignment will be based on whether or not you actually completed the work. Work that has been thrown together thoughtlessly or is incomplete will earn you a C or D. Work that is completed will be given a B or A. Your actual grade within that range will depend upon the quality of what you did complete.

Late work: Because the majority of the grade for each assignment is based off of completeness, any late assignments will be an automatic F for that assignment.

Writing Expectations: Students will be expected to complete a minimum of 10 pages of writing in this course. This outcome will be met through 3 different papers and reflective essays that you will work on outside of class.

Digital Assignments: All assignments handed in digitally must be in the following format
lastnameFirstname_projectname.extension
example: artesmeggann_Animatic.mov

BACK UP YOUR WORK: Failure of computer software and or Hardware will not be accepted as an extenuating circumstance for late projects or incomplete grades so back up your work on a regular basis and always save incrementally if working on a computer.

Special Accommodations: If you have any special considerations please see the instructor.

CRITIQUES

Unless I tell you otherwise, assigned work must be completed and submitted through D2L. This will keep us from wasting valuable class time. **Handing in something unfinished is always better than nothing at all.** Due to the large size of our class, and the limited class time, not everyone's work will get a full review during class. If you'd like more feedback, arrange to discuss your work with me during my office hours. We will view and discuss everyone's final project during the last class.

ATTENDANCE POLICY

Absences will be excused with a doctor's note, or in the case of family emergency, upon consultation between your advisor and myself.

More than two absences will automatically result in a one-letter grade reduction for the course. Any student missing four or more classes will receive an "F" for the quarter. Contact me before class if you are unable to attend. Being tardy to class two times counts as one absence.

Tardiness is defined as not in the classroom when attendance is called or departing before the class has been formally dismissed by the instructor. Tardiness that exceeds twenty minutes will be counted as an absence. TWO late arrivals or early departures, or a combination of both, are counted as one absence.

You are responsible for any missed lectures and assignments. If you miss a class, it is still your responsibility to turn in the assignment on time.

No incompletes will be given without documented proof of circumstances beyond your control. You may not miss the final class date. Doing so will equal an automatic two letter grade reduction of your final grade. If for some reason you cannot make our final you must contact your instructor **BEFORE** the class. Excuses given after the fact will not be accepted.

EXTRA CREDIT

If you have not been tardy or missed a class during the quarter **AND** you actively participate in critiques and discussions you will receive extra credit points on your final overall grade for the quarter.

STUDENT RESPONSIBILITIES

Each student is responsible for their own time management and for meeting the expectations in the syllabus. The instructor is not responsible for reminding students of assignment deadlines in class. In the event of an absence, it is the student's responsibility to contact the instructor for an assignment sheet detailing any homework. If an assignment is listed on the syllabus you are still responsible for completing the assignment on time.

DEADLINES

Video production requires strict adherence to deadlines, therefore late assignments will not be accepted for grading and written feedback will be given at the instructor's discretion. You will **NOT** be eligible for an A in the class unless you turn in all assignments on time.

GRADING BREAKDOWN

Rough Soundtrack	5
Paper #1	10
Paper #2	10
Milestone 1	10
Milestone 2	10
Milestone 3	10
Milestone 4	10
Milestone 5	5
Participation	5
Resume and Cover letter	5
Finished Animation/Film	20

A =100-93	A- = 92-90	B+ =89-87
B = 86-83	B- =82-80	C+ =79-77
C =76-73	C- =72-70	D+ = 69-67
D =66-63	D- =62-60	F = 59-0

A indicates excellence, B indicates good work, C indicates satisfactory work, D work is unsatisfactory in some respect, F is substantially unsatisfactory work.

COURSE POLICIES

In addition to DePaul University course policies (see student handbook), the following special policies will apply to this course:

Class/Workshop Rules - there will be **NO** net surfing, phone calls, email checking, text messaging, or IMing during class at any time, except when I give you permission to do so.

Class Participation - is encouraged and students will be graded on the extent to which they are involved throughout the quarter. Participation is an amazing tool for learning and should be done in a constructive way, especially when giving or receiving project critiques.

Final Class - Attendance is mandatory. Students who do not show up will get their final grade reduced by 2 letter grades. If for some reason you cannot attend, contact the instructor before the final class. Excuses after the class will not be accepted.

Changes to the Schedule – Depending on time factors, the assignments projected for the term may require slight alteration or rescheduling.

All assignments submitted in digital format online, are **DUE** a minimum of 2 hours prior to class. Assignments may be submitted earlier, however.

Course Schedule

Week ONE – M 1/2 and W 1/4

Introductions
Review syllabus
Individual Meetings

(W)- Work in class day

Week TWO – M 1/9 and W 1/11

Assignment Due (1/11): Milestone #1 VERSION A - **25%** of final animation with color and backgrounds
or
VERSION B - **35%** of final animation and no final color or backgrounds, etc

In-Progress Screening

Voice Actor records are from 9-5 on Friday, January 13

Week THREE – M 1/16 -No class- Holiday and W 1/18

(W) – Sound Lecture

Assignment Due (1/18): Paper #1 – Creative Statement

Voice Actor records are from 9-5 on Friday, January 20

Week FOUR – M 1/23 and W 1/25

Assignment Due (1/23): Milestone #2 VERSION A - **45%** of final animation with color and backgrounds
or
VERSION B - **55%** of final animation and no final color or backgrounds, etc

Individual Critiques

Week FIVE- M 1/30 and W 2/1

(M & W) Individual meetings with Meghann

Assignment Due (1/30): Soundtrack roughed in

Week SIX – M 2/6 and W 2/8

Assignment Due (2/6): Milestone #3 VERSION A - **70%** of final animation with color and backgrounds
or
VERSION B - **80%** of final animation and no final color or backgrounds, etc

In-Progress Screening

Week SEVEN – M 2/13 and W 2/15

Assignment Due (2/15): Paper #2 –Animation Today

Week EIGHT- M 2/20 and W 2/22

Assignment Due (2/20): Milestone #4 VERSION A - **90%** of final animation with color and backgrounds
or
VERSION B - **100%** of final animation and no final color or backgrounds, etc

Individual critiques

Week NINE - M 2/27 and W 3/1

(M & W) Individual meetings with Meghann

Week TEN – M 3/6 and W 3/8

Assignment Due (3/6): Milestone #5 VERSION A - **100%** of final animation with color and backgrounds
or
VERSION B – Everything complete and final including color, background, shading etc

(M) –Lecture film festivals and final specs (frame rate, codecs etc)

FINALS WEEK – W 3/15 - FINAL EXAM 8:30am - 10:45pm

Final films are due at 5pm the day before final exam

Assignment Due: Resume and screen final films

Attendance is mandatory.

****Schedule subject to change****

College Policies**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. A program is used to check if the student completed the evaluations, but the evaluation is completely separate from the student's identity. Since 100% participation is our goal, students are sent periodic reminders over three weeks. Students do not receive reminders once they complete the evaluation. Students complete the evaluation online in [CampusConnect](#).

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.

Students with Disabilities

Students who feel they may need an accommodation based on the impact of a disability should contact the instructor privately to discuss their specific needs. All discussions will remain confidential. To ensure that you receive the most appropriate accommodation based on your needs, contact the instructor as early as possible in the quarter (preferably within the first week of class), and make sure that you have contacted the Center for Students with Disabilities (CSD) at: csd@depaul.edu.
Lewis Center 1420, 25 East Jackson Blvd.
Phone number: (312)362-8002
Fax: (312)362-6544
TTY: (773)325.7296