

DTC336: Multimedia Design
Week 10: Revised Course Policies and Online Learning
March 23 – 27, 2020

How This Course Will Work for the Rest of the Semester

Class Schedule

Tuesdays: A short video lecture and an accompanying PDF with a To Do list will be posted on the class schedule at <https://kristinbeckerdtc.com/dtc-336/336-schedule-fall-2018/>. You may watch this video anytime on Tuesday or Wednesday, but I encourage you to use our regular class time on Tuesdays to watch the lecture or do work for our class.

Thursdays: You may call in to a zoom meeting with your instructor and other classmates if you have questions or comments about the course material. This week (week 10) everyone should attempt to zoom in, either by computer or phone, and I will take attendance, but some students may have technical issues, so this attendance will not affect your grade. After week 10, we will use Thursday's class time to meet in small groups, which will be assigned by your instructor.

Note: Individual zoom meetings may be scheduled outside regular class time if needed. Email your instructor, kristin.carlson@wsu.edu, to schedule a meeting.

About Your Instructor's Availability

I will be working from home, where my husband and I are trying to do our jobs while caring fulltime for a five-year-old and two-year-old. Our kids are used to going to school four days a week and they miss their friends. They also have a sense that their mom and dad are worried and stressed, so they have been a handful. Consequently, my schedule is erratic, and my video recordings will not be polished, but I want you to know I am here for my students too. The best way to contact me outside of our open Thursday zoom time is by email. I will get back to you as fast as I can, but please understand I am not sitting at my computer all day, as my husband and I are trading childcare on and off. I will schedule an individual Zoom meeting with you whenever it is needed. Thank you for your patience!

Upcoming Work

A revised Final Project for the semester will be ready next week (week 11), and I will use next week's class video on Tuesday to give you an overview. We will still be working with typography, but in a different way than expected. You are encouraged to continue working in Illustrator and Photoshop if you are able, but alternative options will be provided for students

with technical difficulties. Any one may take advantage of these alternative options, regardless of your access to software.

Due dates for the rest of the semester will be flexible to accommodate everyone's changing lives. However, you should do your best to keep up with the To Do list as it comes out every week on the class schedule so you do not fall behind. Work will not be considered late as long as it is submitted by Monday of Finals Week, 5/4 at 11:59 PST. Stay in touch with your instructor if you fear you are falling behind. Taking an Incomplete is a reasonable option if needed.

This course is still under construction. My goal is to have the schedule and assignments/projects finished by next week, but even then there will be some items that get overlooked. I will address them as soon as I can.

Turning in Digital Files

We will continue to use your shared OneDrive folder to hand in files for this class. Please email your instructor, kristin.carlson@wsu.edu, as soon as possible if you no longer have access to OneDrive. Files from the first half of the semester have been removed from the shared folder and archived by your instructor.

Your Grades So Far

For the most part, all your grades have been entered into Blackboard. If you see a zero or an empty field that you do not understand, contact me via email, kristin.carlson@wsu.edu. I will still let you take the quiz due the week before Spring Break, considering the hectic and stressful nature of that time. Contact me if you need to take the quiz.

Optional: You may submit revised work for one of our major projects this semester (either Project 1: Poster Remix or Project 2: Color Theory Diagram) by Monday of Finals Week. You must email your instructor before Finals Week if you wish to resubmit work. This means you should email me no later than Friday, 4/31 to discuss your plans for resubmission.

Basic Computer and Internet Access

If you do not have reliable access to a computer or internet where you will be for the rest of the semester, please contact our DTC director, Kim Christen, right away, and she will do her best to help you. This is her email: kachristen@wsu.edu. Also, please email your instructor, kristin.carlson@wsu.edu, and let me know what your situation is and whether or not you can see the class website, <https://kristinbeckerdtdc.com/dtc-336/336-schedule-fall-2018/>, and the class Blackboard page.

To Do List for Week 10

1. Read this document carefully and be ready to ask your instructor questions this Thursday in our zoom meeting. (You may email your questions if you are unable to zoom in Thursday during class time.)
2. Evaluate your ability to access and use the Adobe Creative Cloud so you can continue to use Photoshop and Illustrator. It is now available to you for free on your personal computer. See the “Temporary Access to Creative Cloud desktop apps for WSU” document linked on the class schedule. If you cannot access the Adobe Creative Suite, please do not worry. Alternatives will be provided.
3. Evaluate your ability to access and use Zoom for a collective class meeting this Thursday, 3/26. Zoom is a video conferencing service that allows users to conduct a video meeting using any device with an internet connection. Go to the “Activating Your Zoom Account” section of the “Student Guide for Preparing to Complete Classes Remotely”: <https://li.wsu.edu/teaching-tool-boxes/are-you-ready-for-distance-delivery/student-guide-for-completing-courses-remotely/>. Note: There is now a Zoom tab on the left-hand menu bar in our course Blackboard space, and that is one way to join the meeting. You may also use your phone to join. See this help page: <https://support.zoom.us/hc/en-us/articles/201362663-joining-a-meeting-by-phone>
4. If you haven't yet, read the new statewide restrictions introduced to slow transmission of COVID-19: <https://from.wsu.edu/CUB/2020/Student-Affairs/HealthyCoughs/165368.html>. Fill out the survey included in the notification: https://wsu.co1.qualtrics.com/jfe/form/SV_0NWE7tymQbNwiVv
5. Take a deep breath. Take a break from your computer or phone screen. Go outside or move around if you can, or go to a different part of your room, apartment, house, etc. Do something—anything—you enjoy, that is a contrast to computer work. I look forward to seeing and/or hearing from you Thursday in our zoom meeting!