



"Northeast Texas Community College exists to provide personal, dynamic learning experiences empowering students to succeed."

Design I ARTS 1311 2-Dimensional F2F

Course Syllabus: Fall 2025

Instructor: Mileah Hall

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Office Hours	Monday	Tuesday	Wednesday	Thursday	Friday	Online
	8:30am – 9:30am 2:30pm – 3:30pm	8:30am – 9:30am 1:30pm – 3:30pm	8:30am – 9:30am 2:30pm – 3:30pm	8:30am – 11:30am		Email for an appointment

This syllabus serves as the documentation for all course policies and requirements, assignments, and instructor/student responsibilities.

Information relative to the delivery of the content contained in this syllabus is subject to change. Should that happen, the student will be notified.

Course Description: An introduction to the fundamental terminology, concepts, theory, and application of two-dimensional design.

Prerequisite(s): none.

Student Learning Outcomes:

1. Identify and apply the elements of art and principles of two-dimensional design.
2. Employ discipline specific vocabulary in the evaluation of two-dimensional design problems.
3. Demonstrate creative skill in aesthetic problem solving within assigned parameters.
4. Demonstrate an appropriate level of professional practice, including safety, craft and presentation.

Evaluation/Grading Policy:

Projects will be graded within seven days of the due date using the rubrics at the end of this syllabus. The grade and completed rubric will be posted in the grade center in Blackboard. Any questions or concerns may be discussed during independent work time during the lab or during posted office hours.

The terminology exam is multiple choice. You will need a long scantron to take your exam. You must have the scantron sheet at the start of class on exam day. You will receive a midterm grade posted in Blackboard in your MyGrades and in the Eagle portal.

The rubric results from your portfolio and traits such as timeliness, neatness, creativity, and attendance combine for a final grade in Design I. Your final grade will be posted in the Eagle portal.

Grades are based on the following:

- Three Projects: Acrylic Value Portrait, Design Notebook, and Watercolor Project – 50%
- Syllabus Quiz and Design Terminology Exam – 25%
- Assignments and Exercises – 10%
- Discussion: Collaborate with Journalism Student, Critique Three Projects – 15%

Required Instructional Materials: There is no textbook for the Design I course, but you must purchase the design kit from the NTCC bookstore that has the handouts you must have for this class. You must have these supplies when you come to the second class. You can use the same supplies for your Drawing course in this Design course however, there are a few differences between the two supply lists. The kit available from the bookstore contains the following supplies:

SUPPLY LIST

Go to the college bookstore to purchase the Design I kit that has all the needed supplies.

- ❖ 18 x 24 canvas (your choice of manufacturer - must be a gallery wrap or backstapled canvas)
- ❖ Liquitex Basics acrylic paint, 4 oz tubes - black, white, blue, red, yellow ❖ If you want your self-portrait a different color than blue, red, or yellow, you will need to buy that acrylic paint, too.
- ❖ Plastic palette with lid. Or you can use plastic wrap and a small sponge to keep your acrylic paint wet for a short time.
- ❖ Assorted brush set: (round and flat) & (large and small) suitable for acrylic painting
- ❖ 1" binder with the plastic sleeve on the front to hold your design cover
- ❖ 20 sheet protectors
- ❖ Marker set - do not buy the washable type - any inexpensive set with colors you like will do
- ❖ colored pencil set (your choice of set) Prismacolor is the best, but not necessary.
- ❖ Drawing pencils (your choice)
- ❖ Kneaded eraser
- ❖ Pencil sharpener
- ❖ Something to store your supplies in
- ❖ Printed design handouts

Publisher: none

ISBN Number: none

Optional Instructional Materials: none

Minimum Technology Requirements: Some Adobe Photoshop skills will be used in class. Computers are in the library, but you may use your own laptop if you already have an Adobe account.

Required Computer Literacy Skills: MS Word processing skills, email skills

Course Structure and Overview:

Major course assignments/requirements are:

- design notebook with all exercises completed, graded by rubric
- self- portrait on canvas, graded by rubric; and
- final project on canvas, graded by rubric

Communications:

Microsoft Teams - You are required in this course to sign up for Microsoft Teams. Please follow the instructions in the Start Course Here folder. Microsoft Teams is a free app and should be downloaded on your cell phone. This will enable you to receive important class announcements and reminders from me via text message so that you will not miss any assignment changes or important updates. You can reply to these messages or send me texts through Microsoft Teams at any time during normal working hours.

Email communications must be from NTCC email; this is the **official communication** at NTCC. You must access your email daily through the myEagle portal. Announcements will be sent from the instructor via Blackboard.

Emails to me will be answered within 24 hours. Email is the best way to contact me. My email is mhall@ntcc.edu. When emailing me, please include your student ID number, first and last name as you are enrolled in the course, and what course you are in (this course is ARTS1311 Design I).

Institutional/Course Policy:

More than two absences are detrimental to your final grade, and you may lose a complete letter grade. More than four absences will result in a drop from the course or a failing grade. You must be punctual and attend class regularly. If you are marked late three times, that is equal to one absence. I will warn you in person. That means if you are late coming back from lunch, leave early, or show up late to class, you are marked late.

November 18, 2025 is the last day to withdraw with a "W".

Late assignments are not accepted. You must work within the deadlines set for each project. I will work with you to make sure this gets done. I will give you personal reminders in the class as to when a project is due. It is your responsibility to keep up with the due dates.

Wear comfortable clothing and shoes that are appropriate to working with equipment and supplies in the art lab. Floors may be wet and slippery.

Cell phone use: Turn the volume off on cell phones when in the classroom. Step outside if you must talk on the phone. One earbud at a time if you want to listen to your own music during independent working time. No earbuds when I am lecturing. No texting unless it is an emergency. No watching videos during independent working time unless they are videos for class.

Label your supplies and have ALL of them with you every Wednesday for class. You can leave them in the art lab if you prefer.

If you use a classroom tool, clean and sanitize it, and return it to the correct storage area.

You must sanitize your table and chair upon beginning the class and upon leaving the classroom at the end of class. You must sanitize any class supplies you use in the classroom upon receiving them and upon returning them.

Alternate Operations During Campus Closure and/or Alternate Course Delivery Requirements

In the event of an emergency or announced campus closure due to a natural disaster or pandemic, it may be necessary for Northeast Texas Community College to move to altered operations. During this time, Northeast Texas Community College may opt to continue delivery of instruction through methods that include but are not limited to, online through the Blackboard Learning Management System, online conferencing, email messaging, and/or an alternate schedule. It is the responsibility of the student to monitor NTCC's website (<http://www.ntcc.edu/>) for instructions about continuing courses remotely, Blackboard for each class for course-specific communication, and NTCC email for important general information.

Additionally, there may be instances where a course may not be able to be continued in the same delivery format as it originates (face-to-face, fully online, live remote, or hybrid). Should this be the case, every effort will be made to continue instruction in an alternative delivery format. Students will be informed of any changes of this nature through email messaging and/or the Blackboard course site.

Statement Regarding the Use of Artificial Intelligence (AI) Technology:

Absent a clear statement from a course instructor, use of or consultation with generative AI shall be treated analogously to assistance from another person (collusion). Generative AI is a subset of AI that utilizes machine learning models to create new, original content, such as images, text, or music, based on patterns and structures learned from existing data (Cornell, Center for Teaching Innovation). Unauthorized use of generative AI tools to complete an assignment or exam is not permitted. Students should acknowledge the use of generative AI and default to disclosing such assistance when in doubt. Individual course instructors may set their own policies regulating the use of generative AI tools in their courses, including allowing or disallowing some or all uses of such tools. Students who are unsure of policies regarding generative AI tools are encouraged to ask their instructors for clarification. **(Adapted from the Stanford University Office of Community Standards-- accessed August 31, 2023)**

NTCC Academic Honesty/Ethics Statement:

NTCC upholds the highest standards of academic integrity. The college expects all students

to engage in their academic pursuits in an honest manner that is beyond reproach using their intellect and resources designated as allowable by the course instructor. Students are responsible for addressing questions about allowable resources with the course instructor. Academic dishonesty such as cheating, plagiarism, and collusion is unacceptable and may result in disciplinary action. This course will follow the NTCC Academic Honesty and Academic Ethics policies stated in the Student Handbook. Refer to the student handbook for more information on these subjects.

ADA Statement:

It is the policy of NTCC to provide reasonable accommodations for qualified individuals who are students with disabilities. This College will adhere to all applicable federal, state, and local laws, regulations, and guidelines with respect to providing reasonable accommodations as required to afford equal educational opportunity. It is the student's responsibility to request accommodations. An appointment can be made with the Academic Advisor/Coordinator of Special Populations located in Student Services and can be reached at 903-434-8264. For more information and to obtain a copy of the Request for Accommodations, please refer to the special populations page on the NTCC website.

Eagle Assist

At Northeast Texas Community College, we understand that students often need support that extends beyond the classroom. "Eagle Assist" is the place to start when looking for that type of assistance. Our support system is here to help you succeed in both your academic and personal growth. www.ntcc.edu/eagleassist

Services provided:

- [Mental Health Counseling](#)
- [Classroom Accommodations](#)
- [NTCC Care Center Food Pantry](#)
- [NTCC Care Center Hygiene Closet](#)
- [NTCC Care Center Cook Nook](#)
- [Financial Literacy](#)
- [Child Care Assistance](#)
- [Emergency Aid](#)

Can't find what you are looking for? Send us a message at eagleassist@ntcc.edu
[Mental Health Counseling Services](#) are available to all NTCC students.

- Visit the following page to get your account activated:
www.thevirtualcaregroup.com/ntcc

Family Educational Rights and Privacy Act (FERPA):

The Family Educational Rights and Privacy Act (FERPA) is a federal law that protects the privacy of student education records. The law applies to all schools that receive funds under an applicable program of the U.S. Department of Education. FERPA gives parents certain rights with respect to their children's educational records. These rights transfer to the student when he or she attends a school beyond the high school level. Students to whom the rights have transferred are considered "eligible students." In essence, a parent has no legal right to obtain information concerning the child's college records without the written consent of the student. In compliance with FERPA, information classified as "directory information" may be released to the general public without the

written consent of the student unless the student makes a request in writing. Directory information is defined as: the student's name, permanent address and/or local address, telephone listing, dates of attendance, most recent previous education institution attended, other information including major, field of study, degrees, awards received, and participation in officially recognized activities/sports.

Tentative Course Timeline (*note* instructor reserves the right to adjust this timeline at any point in the term):

Design I Fall 2025 Calendar
Wednesdays, 9:30 a.m.-2:20 p.m. in
HUM 126 art lab

Week 1	-On the first day of class - review the syllabus, rubrics, and supply list; overview of design elements and principles.
Week 2	- Complete the following exercises: • Exercise 1 – Name the Line, • Exercise 2 – Viewfinders, • Exercise 3 – Expressive Line Drawings, • Exercise 4 – Credit Line, • Exercise 5, and • Exercise 6.
Week 3	- Complete the following exercises: • Exercise 7 – Color Wheel, • Exercise 8 - One-Point Perspective Drawing, and • Exercise 9 – Two-Point Perspective Drawing. • Prepare reference for self-portrait.
Week 4	- Complete Exercise 10 – Value Scale. - Complete value study for acrylic self-portrait. - Begin self-portrait painting if time allows.
Week 5	- Complete Exercise 11 – Creating Texture. - Continue work self-portrait.
Week 6	- Complete Exercise 12 – Drawing Forms. - - Complete Value Portrait.
Week 7	- Complete the following exercises: • Exercise 13 – Emphasis Drawing and • Exercise 14 – contrast Analysis.
Week 8	- Complete the following exercises: • Exercise 15, • Exercise 16 - Creating a Pattern, and • Exercise 17 – Movement Drawing. - Begin Exercise 18- Mandala.
Week 9	- Create three thumbnail drawings for the watercolor artwork. This artwork must be done in class. - Coordinate with a journalism student for subject matter for Lagniappe magazine, the NTCC magazine.
Week 10	- Complete Exercise 18 - Mandala. - Submit the design notebook for grading. - Begin watercolor artwork.

Week 11	- Continue work on watercolor artwork.
Week 12	- Review of design terminology in preparation for the terminology exam. - Continue work on watercolor artwork.
	- Nov 18 is the final day to withdraw with a "W".
Week 13	- Complete the written terminology exam in class. - Complete the watercolor artwork.
Week 14	- NO CLASS - Thanksgiving break
Week 15	- Critique of mandala, self-portrait, and watercolor artwork. All make-up work, including the design notebook (due Week 10), must be turned in by the end of class.
Week 16 Finals Week	- No written final exam, but we will have a brief, mandatory "show and tell of the mandala, self-portrait, and final canvas" during regular class time. We will then clean up and take all artwork and supplies home. Design notebooks will be returned with the final grade sheet.

The calendar is a guide, and the instructor may change dates and/or assignments as necessary.

Notable College Dates

2025 Fall Semester Faculty/Staff In-Service Monday, August 18 – Thursday, August 21
First Class Day (16-week, 1st 8-week sessions)Monday, August 25
Late Registration EndsFriday Noon, August 29
Labor Day Monday, September 1
Fall Census (1st 8-week session) Tuesday, September 2
Fall Census (16-week session) Wednesday, September 10
Last Day to Withdraw with a Grade of "W" (1st 8-week session) Tuesday, October 7
Last Class Day (1st 8-week session) Friday, October 17
First Class Day (2nd 8-week session)..... Monday, October 20
Deadline for Fall Graduation Application Thursday, October 23
Fall Census (2nd 8-week-session) Monday, October 27
Final Day to Withdraw with a Grade of "W" (16-week session) Tuesday, November 18
Last Day to Withdraw with a Grade of "W" (2nd 8-week session) Tuesday, November 25
Thanksgiving BreakWednesday – Friday, November 26 – 28
Last Class Day (16-week, 2nd 8-week sessions) Thursday, December 4
Final Examinations Friday, December 5 – Thursday, December 11
Fall Graduation 7:00 p.m., Friday, December 12
Offices Close at 12:00 p.m. for Holiday Break Friday, December 19

Appendix A Standard Grading Rubric for Art Studio Courses

STANDARD GRADING RUBRIC FOR ART STUDIO COURSES Excellent Work (A) (90 - 100%)

Class Work: student demonstrates outstanding skill, discernment and understanding of visual principles in accomplishing his or her work. The quality of work is excellent, and it is integrated with exceptional creativity.

Participation: student demonstrates through discussion, critique, and studio interaction outstanding ability to discuss and assess work, communicating how visual elements and strategies are used. The student demonstrates extensive use and understanding of concepts and terminology used in the discipline.

Homework: In the case of studio assigned homework (activity) the student completes the assignment in all aspects and creatively exploits possibilities within open-ended assignments. The work demonstrates skill, good judgment, and application of principles. In the case of written assignments, oral presentations, and research, the work/presentation/document, presents sound research and is well written and well presented.

Better Than Average Work (B) (80 - 89%)

Class Work: student demonstrates moderate skill, discernment and understanding of visual principles in accomplishing his or her work. The quality of work is good, and it is integrated with some creativity.

Participation: student demonstrates through discussion, critique, and studio interaction a solid ability to discuss and assess work; communicating how visual elements and strategies are used. The student demonstrates competent use and understanding of concepts and terminology used in the discipline.

Homework: In the case of studio assigned homework (activity) the student completes the assignment and fulfills more than minimal requirements. The work demonstrates some skill, judgment, and application of principles. In the case of written assignments, oral presentations, and research, the work/ presentation/document, presents research and are reasonably well written and suitably presented.

Average Work (C) (70 - 79%)

Class Work: Student demonstrates average skill, discernment and understanding of visual principles in accomplishing his or her work. The quality of work is modest, and it is moderately integrated.

Participation: student demonstrates through discussion, critique, and studio interaction an average ability to discuss and assess work, communicating how visual elements and strategies are used. Though the discussion and assessment of work is substantially complete, the communication of some visual elements and strategies is incomplete or missing. The student demonstrates a superficial rather than thorough understanding of concepts and terminology used in the discipline.

Homework: In the case of studio assigned homework (activity) the student completes most of the assignment and fulfills the minimum requirements. The work demonstrates modest skill, some judgment, and in parts, application of principles. In the case of written assignments, oral presentations, and research, the student makes a modest effort as evidenced by a satisfactory presentation/ document. Research may be incomplete, or lacking in organization.

Below Average (D) (60 – 69%)

Class Work: Student demonstrates lack of skill, discernment and understanding of visual principles in accomplishing his or her work. The quality of work submitted is less than acceptable, and it is poorly integrated.

Participation: student demonstrates through discussion, critique, and studio interaction a limited ability to discuss and assess work while communicating at a minimal or perfunctory level how the visual elements and strategies are used. Poor effort is made to relate an understanding of the art concepts and terminology used in the discipline.

Homework: In the case of studio assigned homework (activity) the student does not complete the assignment and fulfills only minimal requirements or submits work late. The work demonstrates a lack of skill, weak judgment, and little application of principles. In the case of written assignments, oral presentations, and research, the work/presentation/ document, presents faulty or negligible research and is not well written and/or presented.

Failing (F) (40 – 59%)

Class Work: Student fails to demonstrate skill or understanding of the issues involved. The quality of work submitted is insufficient and poorly integrated.

Participation: In discussion, critique, and studio interaction, the student states an opinion vaguely or does not assess the work and shows little to no evidence of an understanding of how visual elements and strategies are used. No effort is made to relate an understanding of concepts and terminology used in the discipline.

Homework: In the case of studio-assigned home work (activity) the student does not complete the assignment and does not fulfill the requirements. In the case of written assignments, oral presentations, and research, the work /presentation/ document, presents faulty or negligible research and is not well written and/or presented.

Appendix B Rubric for Self-Portrait in Acrylics

Rubric
Self-portrait in acrylic on illustration
board

SKILL	POINTS POSSIBLE	POINTS EARNED	COMMENTS
Created a neat and smooth –edged self-portrait with acrylics on illustration board with minimal visible brushstrokes.	30		
Used an image of self with a range of values to print, then transfer.	15		
Created a value scale with enough contrast to separate the shapes in the self-portrait	15		
Created a monochromatic self-portrait using tints and shades and one pure color.	15		
Self-portrait is painted neatly and smoothly with no white showing from the background illustration board	15		
Created an appropriate background for the self-portrait. Used light against dark as needed.	10		
	100		