



Course: 2D Animation Studio Course Number: AD20831
Instructor: Linda Kudzmas
Day/Time: Friday 8:00 - 12:00 Quarter: Summer 2017
Prerequisites: AD20741
Room: 615
Email Address: lkudzmas@aii.edu, friedegg333@gmail.com
Facebook: <https://www.facebook.com/ProfessorEggAiPH/>
Twitter: Professor Egg @ProfessorEggAi
Website: <http://professoregg.com/> (under construction)
Contact Hours: 4 Per Week
Instructional Contact Hours: Lecture: 22 Hrs Lab: 22 Hrs
Academic Credits: 3 Credits
Course Length: 11 Weeks

Mission Statement:

The mission of The Art Institute of Philadelphia is to provide a well-balanced, high-quality education by combining applied arts technology and techniques, related business practices, and general education in order to prepare students for entry-level employment and for professional advancement within their chosen fields.

Course Description:

Students work with team members on actual animation jobs from the field, or create a completed animation that demonstrates storytelling techniques.

Program Objectives:

Demonstrate basic principles of animation. Analyze real-world observations and apply to animation. Produce traditional and computer animation. Integrate audio with animated compositions. Demonstrate compositing techniques using various animation sequences. Use computerized paint, titling, modeling and animation software programs to create images. Formulate production schedules as part of the project management process. Capture, manipulate, and edit an image using digital processes.

Institutional Objectives:

Integrate creative discipline-specific knowledge, skills and abilities to obtain entry-level employment in chosen field. Exhibit competence in effective written communication and oral expression appropriate to the audience and medium. Use research and information literacy skills to effectively locate, select, and evaluate needed information. Apply quantitative reasoning to solve problems. Use critical thinking in creative and innovative problem solving and decision making. Work effectively in teams. Apply ethical responsibility and integrity to personal and professional situations. Implement sound business practices and professionalism including career development strategies in chosen career field.

Writing Center: Location and Hours
Monday, Main Building, Room 604, 9-1PM

Tuesday, Main Building, Room 604, 12-4PM
Wednesday, 2300 Market Building, Room 233A, 8:30-12:30PM
Wednesday, Main Building, Room 604, 12:30-4:30PM

School of Media Arts Grading Policy

<i>4 POINT SCALE</i>	<i>%</i>	<i>LETTER GRADE</i>
4.0 – 3.8	100-96	A
3.7 – 3.5	95-90	A-
3.4 – 3.2	89-87	B+
3.1 – 2.8	86-83	B
2.7 – 2.5	82-80	B-
2.4 – 2.2	79-77	C+
2.1 – 1.8	76-73	C
1.7 – 1.5	72-70	C-
Less than 1.5	69-0	F

Competencies:

1. Apply time and resource management principles to the development and production of computer animation projects in accordance with program requirements & industry standards.
2. Establish strategies for promoting & distributing final project.
3. Synthesize information from diverse sources for project purposes.

Required Text: NONE

Suggested Text: The Animator's Survival Kit, Richard Williams, The Animation Book, Kit Laybourne, The Illusion of Life,

Technology Needed: AIPH animation studios provide necessary equipment to complete assignments for this course.

Instructional Materials and References:

1. Storage for digital files (flash drive or portable hard drive)
2. Sketchbook for visual brain storming

Teaching Strategies:

Constant interaction with Team/individual students

Lectures/Demos based on Class need

Requirements for Successful Completion:

1. Complete all assignments
2. Attend Class, no lateness or leaving early
3. Team effort, collaboration and participation.
4. Class and group critiques.
5. Time management.
6. Produce Portfolio quality work

Method of Evaluation:

Pre-Production 25%
 MidTerm deadline 25% (Group Grade)
 Animation 25%
 Completed Project 25%(Group Grade)
 Student Participation/Professional Class behavior* 10%
 *(Can be added or subtracted from final grade)

Grading Scale:

A	Student work is of outstanding quality, needing little or no adjustments, includes all assignment requirements successfully applied as specified in Assignment List
B	Student work is of good quality, needing only minor adjustments, includes all assignment requirements successfully applied as specified in Assignment List or is of outstanding quality and missing assignment requirements
C	Student work is of average quality, needing major adjustments, includes all assignment requirements successfully applied as specified in Assignment List or of good quality and missing assignment requirements
*D	*Student work is of poor quality, needing a major overhaul, includes all assignment requirements successfully applied as specified in Assignment List or of average or good quality and missing a good amount of assignment requirements
F	Student work is of poor quality and missing a good amount of assignment requirements

*"D's" can be given out for individual assignments, but the passing grade in course is a "C--"

Class Policies:

NO FOOD! NO DRINKS! NO EATING IN LABS! VIOLATORS WILL BE ASKED TO LEAVE THE COMPUTER LAB AND STAY IN HALLWAY WITH THE DOOR OPEN UNTIL FINISHED!

If you are late, you must sign your name on the Sign In Sheet. It will be up to you to make sure this is signed.

You are not allowed to sign another student's name to the Sign In Sheet; violators will be ejected from the class and given a failing grade.

If you do not have the final finished and on time, you will fail the course.

Even if you attend every class and complete every assignment; you still may fail the course due to quality issues.

All Assignments are due at the beginning of class.

Late Assignments will NOT be accepted.

I will accept assignments emailed to me if they have a time stamp a half hour after class starts on the day the assignment is due.

All Assignments should be ready to hand in at beginning of class;

No Rendering, No Printing, No Last-Ditch Effort to Finish Assignment.

All Assignments MUST be finished, including full character detail.

If you receive an 'F' for mid-term, you will not receive a grade higher than a 'C-' for the entire course.

Disk, Computer, Time and Lab problems are not an excuse for any missed work.

A Class USB Flash Drive will be passed around to each student at the beginning of class

If there is a Folder named with the current week, copy it to your files.

- It will contain a Power Point Presentation, handouts, or other relevant class information.

Make a folder in the 'Student Work' Folder with your Team Name, and then your name.

- Each week, you will place your finished/in progress work in your folder in 'Student Work' in a folder named with the current week (week 2, week 5).

If your assignment/work is not on the USB when it is returned to me, the assignment/work is late and will not be accepted.

Instructor Availability Outside of Class:

Wednesday: 8-12 (615) Wednesday: 1:00-5:00 (615)

Thursday: 8-12, (615), Thursday: 1:00-5:00 (615)

Friday: 8-12 (615), Friday 1:00-5:00 (Office Hours, 8th floor Faculty Workspace)

Date of Final Review: September 23, 2017

Estimated Homework Hours: 8

Estimated Technology Hours: 8

Topical Outline of the Course:

Please note: Changes to the course outline may be made at the discretion of the instructor to accommodate instructor and student needs. It is the student's responsibility to obtain information relating to any changes.

Week 1: Course Introduction, Supplies needed, Grading Procedures, Attendance Policy.
Break into groups of 3 or more.

Brainstorm an idea for your team to work on for the entire course.

Suggestions:

- Info-graphics
- Commercial
- Demonstration (Medical, Court Animation)
- Narrative Short

If your team does not come up with an idea, team members will pitch their ideas in week 2 and the team will decide on which idea the team will adopt.

If the team does agree on an idea on week 1, a pitch will be presented to the class on week 2

Pitch:

Power Point Presentation

- Synopsis of project
- Who is the target market?
- Will it be 2D or 3D or a combination of both?
- What other show/movie/commercial would you compare it too?
- Character synopsis on each major/minor character

Week 2: Each team will either present ideas for approval or pitch the team idea to the class. Team will take criticism and suggestions into consideration and plan to make adjustments.

Meeting with instructor to ascertain realistic goals.

Each team will present by the end of class a week to week production schedule

- of who will be doing what in an Excel worksheet or Word document with a table up to week 5.
- Team will split work into:
 Script writer(s)
 Character concept artists (at least 10 concepts for each character)
 Background concept artists (At least 5 concepts for each background)
 Prop concept artists (at least 5 concepts for each prop)
- Week 3: Script is due (will allow class time to make adjustments before grading)
 Critique on Character/Background concepts
 Team will split work into:
 Character Artist: Finalize approved character concepts
 Background Artist: Finalize approved background concepts
 Storyboard Artist(s): Start storyboarding for the Animatic
 Prop Artist(s): Finalize approved prop concepts
 Sound Engineer: Gather voice talent, research sound effects, record dialogue
- Week 4: Finalized Character/Background concepts due
 Critique on progress of Storyboards
 Critique on Sound
 Team will split work into:
 Character Artists: Create 5 Point Rotation, Pose Sheet, Expression Sheet for each major character, size comparison sheet showing scale of all characters in relationship to each other.
 Layout Artists: Start to layout backgrounds based on current storyboards
 Prop Artists: Create Prop sheets (3 different views plus scale)
 Storyboard Artist(s)/Director: Finish storyboarding for the Animatic and composite with sound/dialogue
- Week 5: Animatic is due (team grade)
 Final Character Sheets are due (rotations, pose, expression sheets)
 Final Prop Sheets are due
 Team will split work into:
 Director: Will split animatic/storyboard/sound into scenes and distribute to animators along with background layouts. Will construct a production schedule that lists which team members are responsible for duties and when expected to be completed
 Animators: Will take scenes from Director and start animating
 Layout Artists: Finish Background layouts based on finished storyboards.
 Background Artists: Start coloring/modeling background based on finished layouts
- Week 6: All Background layouts are due
 Background Artists: Start coloring/modeling background based on finished layouts
 Production Schedule is due
 Critique on all work in progress
- Week 7: Critique on all work in progress
 Comparison to Production Schedule to see if production is on schedule
 Redistribute work if falling behind
- Week 8: Two fully animated scenes are due, complete with finished backgrounds and sound. They must be incorporated into the Animatic to be graded

- Critique on progress of animated scenes
- Critique on Backgrounds
- Comparison to Production Schedule to see if production is on schedule
- Redistribute work if falling behind
- Week 9: Two fully animated scenes are due, complete with finished backgrounds and sound. They must be incorporated into the Animatic to be graded
- Critique on progress of animated scenes
- All Backgrounds should be finished and distributed Comparison to Production Schedule to see if production is on schedule
- Redistribute work if falling behind
- Week 10: Two fully animated scenes are due, complete with finished backgrounds and sound. They must be incorporated into the Animatic to be graded
- Critique on progress of animated scenes
- All Backgrounds should be finished and distributed Comparison to Production Schedule to see if production is on schedule
- Redistribute work if falling behind
- Week 11: Presentation of Final Project (team grade)

Attendance Policy:

The Art Institute of Philadelphia is committed to learning-centered, hands-on instruction, which can only be accomplished when students attend class. There are no excused absences. The satisfactory explanation of an absence does not relieve the student from responsibility for the course work assigned and/or due during his/her absences. A student who does not attend class during the first week of school or starts late is still held responsible for his/her absences.

A student who is absent for *three cumulative weeks** will be withdrawn from the course and will receive a Withdrawal (W) grade during weeks 1 through 9 of an 11 week term and a Withdrawal/Fail (W/F) grade after week 9 of an 11 week term for that course (after week 4 of a 5.5 week Mid-quarter ground term) unless the student submits an appeal to remain in class that is accepted by the instructor and department director/dean. A student is allowed only one appeal per class. In other words, if a student submits an appeal and it is approved, the next absence will initiate a non-appealable withdrawal from the course. The Attendance Appeal Request Form may be found in the Registrar's Office.

It is your responsibility to stay in communication with your instructor about absences in order to stay current with assignments. **You are expected to spend the entire amount of scheduled class time in the classroom.** If you are dropped from the class and you have a documented mitigating circumstance, you may have the opportunity to appeal. It is your responsibility to ensure that your attendance in class is brought to the faculty member's attention if you arrive late.

Students who are not marked present in any of their scheduled classes for fourteen (14) consecutive calendar days before the end of the ninth week of the 11 week term (week 4 of a 5.5 week Mid-quarter ground term), will be withdrawn from the Institute and will receive W's (withdrawals, with no grade penalty), or if the withdrawal occurs after the end of the ninth week of an 11 week term (after week 4 of a 5.5 week Mid-quarter ground term) students will be

withdrawn from the Institute and will receive WF's (Failures due to late withdrawal). Calendar days include days that the student does not have any scheduled class. All calendar days that the school is not in session (e.g., school closings and holidays) do not count in the fourteen (14) calendar days as well during the active term. Students who have been withdrawn due to violation of the consecutive absence policy, but are still in good academic standing, if otherwise eligible, will be able to return the following term through the normal readmissions process. Students who have been withdrawn and the withdrawal results in a violation of the satisfactory academic progress policy (SAPP) must follow the procedure for appealing the academic dismissal.

Students are encouraged to make all schedule changes early in the first week of the quarter to minimize absences. Failure to sit in all classes during the first two weeks of school will result in termination from school for the quarter. Detailed information about scheduled adjustment periods can be found on the back of your official schedule or in the local Ai campus catalog. If you are going to miss class, regardless of the reason, you should notify your instructor. You are responsible for gathering any information from the missed class period in a timely manner.

Ai Unearned F (UF) Grade Definition

Unearned F Grade: students who failed the course AND did not complete the final assignments in the course. Final assignment includes, but is not limited to a final exam, final project, final paper, portfolio presentation, capstone project or any other assignment due in the last week of the course. If a student completed some or all of the other requirements in the course but did not complete the final assignment of the course and failed the course, the F grade will be considered unearned. An unearned F grade will be reflected as a "UF" grade on the transcript. The course's instructor will award this grade when appropriate.

Student Disability Services

The Art Institute of Philadelphia provides accommodations to qualified students with disabilities. The Student Affairs office assists qualified students with disabilities in acquiring reasonable and appropriate accommodations and in supporting equal access to services, programs and activities at The Art Institute of Philadelphia.

Student Accommodations Policy

If you are a student who has a need for a reasonable accommodation based on a documented disability, please contact the instructor privately either before or after class to discuss the accommodation. This request ideally should be made prior to the seating of the second class of the quarter. In order to receive a reasonable accommodation, you must have the appropriate documentation on file with the Student Affairs Coordinator, Lisa Bellocchio. Lisa can be contacted at lbellocchio@aii.edu or 215-405-6424.

Equal Education Opportunity Policy

The Art Institute of Philadelphia does not discriminate on the basis of race, color, national origin, sex, gender, sexual orientation, disability, age, religion, genetic marker, or any other characteristic protected by state, local or federal law, in our programs and activities.

Academic Integrity Policy

The Art Institute of Philadelphia recognizes that any form or degree of academic dishonesty challenges the principles of truth and honesty, which are among the cornerstones of the college. Consequently, the college treats academic dishonesty as a serious violation of academic trust. All students found to have engaged in such behavior will be penalized.

Acts of academic dishonesty include but are not limited to the following:

1. The illegitimate use of materials in any form during a quiz or examination.
2. Copying answers from the quiz and/or examination of another student.
3. Plagiarizing or falsifying materials or information used in the completion of any assignment.
4. Obtaining or otherwise improperly securing an examination paper prior to the time and date for the administration of the examination.
5. It is presumed that material submitted by a student for an assignment is original to that assignment and therefore submitting the same work for more than one course without the consent of the instructors of each course in which the work is submitted is considered dishonest.
6. Intentionally interfering with any student's scholastic work, for example, by damaging or stealing their intellectual property, computer files, project, etc.
7. Stealing and submission of another student's work as your own.
8. Aiding or abetting any of the above.

The Art Institute will impose the following sanctions when a student is found to have committed any of the above infractions:

1st offense = failure of class *

2nd offense = suspension for two (2) quarters

3rd offense = expulsion

* EXCEPTION: Any students found cheating/plagiarizing on their final senior portfolio will be expelled from the college and will not receive their degree.

A faculty member who believes a student has committed academic dishonesty will contact the Dean of Students and will also file an incident report with the Dean of Students. The Dean of Students will contact the student and will meet with the student and the faculty member prior to the next scheduled class session. If it is determined that the student did indeed commit academic dishonesty, the Director of Student Services will inform the student of the penalty. The Director of Student Services will hold records of academic dishonesty.

Cell Phone/Electronic Device Policy

- Cell phones and other electronic devices are not to be used in the classroom.
- Cell phones are not to be used in the library.
- All electronic devices should be muted or turned off prior to class and stored in a location other than the desktop.
- Cell phones are typically not to be used in hallways. Loud and disruptive use of cell phones in hallways will be addressed.
- Emergency use of cell phones is by instructor discretion.
- Students may use cell phones in stairwells and outside of buildings.

Penalties for use of electronic devices:

1st offense: warning given by instructor

2nd offense: removal from class for 1 day and attendance penalty. Student will be sent to Dean of Student's office.

3rd offense: probation and permanent removal from class.