

**Buford High School**

**Graphic Communications II**

**Nicholas Beshiri**

**Course Description:**

A course in the Fundamentals of Graphic Communications including Image Capture, Digital File Output, Illustration, Page Layout, Basic Press Operations and Job Application and Interpersonal Skills.

**Georgia Performance Standards:**

* Image Capture ACCT-GDP-1-3
* Digital File Output ACCT-GDP-4-7
* Illustration ACCT-GDP-17
* Page Layout ACCT-GDP-15
* Press Operations ACCT-GDP-8-14
* Job Application and Interpersonal Skills ACCT-GDP-18-21.

**Textbooks:**

*Graphic Communications Today –by Ryan and Conover*

*Printing in a Digital World by D. Bergsland*

**Grading Scale, Assessment and Course Requirements:**

**A 90 –100**

**B 80 – 89**

**C 70 – 79**

**F 69 or below**

**Grade Calculation:**

Final grades will be based on the percentages in the divisions listed below. “Employability Skills” assessments in the form of daily points (1min – 5 max.) are given to each student based on class participation, classroom behavior and general conduct according to the BHS agenda.

* **Benchmark 30.0%**
* **Performance Essay 10.0%**
* **Employability Skills 10.0%**
* **Print Projects 15.0%**
* **Projects 12.0%**
* **Quiz 10.0%**
* **Worksheets 13.0%**

**Office Hours and Intervention Times:**

Monday /Wednesday 2:45pm – 4:00pm

Tuesday/Thursday 2:45pm - 3:30pm

**Honor Code Policy:**

All BHS students will strictly adhere to the BHS Honor Code. It is listed on the BHS website if there are any questions. Students will receive a 0 for any violation of the BHS Honor Code and will be referred to the administration.

**Attendance Excused Absence Policy:**

Students who are granted Excused Absent status for days missed will be subject to the following:

* **All pre-assigned work will be due on the day of a student’s return from an absence.**
* For **assignments which did not have a pre-assigned due date during the time of the student’s absence**, students will be given five days to arrange for make up work or follow other arrangements granted by the teacher. All incomplete work carried over into a new marking period should be completed no later than the tenth day of the following period.

**UPON RETURNING TO SCHOOL, IT IS THE STUDENT’S RESPONSIBILITY TO MAKE ARRANGEMENTS WITHIN 5 DAYS TO MAKE UP WORK.**

**Students will need the following materials:**

Writing instrument: pen or pencil.

**Classroom Rules and Expectations:**

1. All school rules listed in the Agenda book.
2. Downloading or playing music/sounds from a device on the computer.
3. Computers are used only when instructed to so by the teacher.
4. Playing games, movies or any activity (i.e. Facebook, YouTube, etc.) on the computer not approved by the teacher are prohibited.
5. Students are expected to keep their work areas clean.
6. Students are expected to perform work duties as instructed by the teacher.
7. Use of equipment or tools without the teacher’s permission is not allowed.

**ALL POLICIES OUTLINE D IN THE BCSS STUDENT CODE OF CONDUCT AND THE BHS STUDENT HANDBOOK WILL BE FOLLOWED IN THIS CLASSROOM. TEACHER CONSEQUENCES FOR MINOR CLASSROOM DISRUPTIONS**

* 1st Penalty assigned at teacher’s discretion – Parent Contact
* 2nd 30-minute faculty detention and parent contact
* 3rd 1-hour faculty detention and parent contact
* 4th Administrative Referral



**BUFORD HIGH SCHOOL**

**Graphic Communications II**

I have read and understand the syllabus for Graphic Communications I.

Student’s name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Student’s signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Parent’s name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Parent’s signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_