

COURSE OUTLINE

CMM-1185 – The Principles of Animation
Winter 2021

Lethbridge College inspires and facilitates learning and innovation to meet economic and social needs.

Centre: Technology, Environment and Design	School: School of Media and Information Technologies
Instructor: Kiri Stolz Office: CE1340 Email: kiri.stolz@lethbridgecollege.ca Phone: 403-715-7314	Instructor Availability: Online and Face to Face: Please text or email instructor to book an appointment.
Delivery Method: <i>Blended/Hybrid – Online due to COVID-19</i> <i>Instruction: 4 hrs/week</i>	Class Time & Location: View your personal class schedule (days, times, rooms) through the myHorizon portal or on Canvas.
Credits: 3	Pre-Requisites: N/A Co-Requisites: N/A
Open to Supplemental Exam: Yes Research Component: Yes	Program Chair: Dr. Deborah Hadley Associate Dean: Candace Lewko Dean: Dr. Terry Kowalchuk Main Program Contact Number: 403-320-3468

Academic Calendar Description: A hands-on application of the principles of animation will be used to create various animations. Focus will be on understanding and applying the animation development process, including sketching and storyboard design.

Course Outcomes:

- Compare traditional and digital animation techniques
- Explain the animation development process
- Define terms associated with animation
- Design character sketches and storyboards
- Produce animations that apply the principles of animation and various camera techniques

Course Assessments:

Assessment (Assignment or Exam)	Value	Due
In-class labs and discussions	20%	Weekly
Assignment 1	10%	January
Assignment 2	10%	February
Mid-Term Quiz	5%	February
Mid-Term Project	15%	March
Assignment 3	10%	April
Final Quiz	5%	April
Final Project	25%	April

Penalties/Notes about Late Assignments:

If assignments are submitted past the indicated submission due date, the following late penalties will be applied:

- 1 day late results in a 10% deduction from your final mark
- 2 days late results in a 20% deduction from your final mark
- 3 days late results in a 0

If you have extenuating circumstances (e.g. medical issue, emergency, etc.), talk to your instructor **before** the due date and arrangements will be made on a case by case basis.

Grading System:

Grade	Percent	Grade Point	Explanation
A+	100% to 94.5%	4.0	EXCELLENT
A	<94.5% to 89.5 %	4.0	EXCELLENT
A-	<89.5% to 86.5%	3.7	EXCELLENT
B+	<86.5% to 82.5%	3.3	GOOD
B	<82.5% to 79.5%	3.0	GOOD
B-	<79.5% to 76.5%	2.7	GOOD
C+	<76.5% to 72.5%	2.3	SATISFACTORY
C	<72.5% to 69.5%	2.0	SATISFACTORY
C-	<69.5% to 66.5%	1.7	SATISFACTORY
D+	<66.5% to 62.5%	1.3	MINIMAL PASS
D	<62.5% to 59.5%	1.0	MINIMAL PASS
F	<59.5% to 0.0%	0.0	FAILURE

Grading:

Official final grades will be available on [Web Advisor](#). Grades posted in Canvas should be considered interim grades.

Note: Grade Point Average (GPA) is the standard average measure of performance. Term GPA is an average of the grade points earned in all classes for that term and determines academic standing from term to term. Maintaining the Term GPA required for your program allows for progression in your program. Program GPA is the average grade points earned in all courses required for your program. Successfully meeting the Program GPA required is one criterion for graduation eligibility. To learn more about GPA contact Career & Academic Advising.

Program/Course Attendance Requirements (if applicable):

Regular attendance and participation in lectures is expected in order to be successful in this course. The responsibility for obtaining materials from missed classes is on the student. There is no obligation for the instructor to provide them.

General Course Expectations:

Use of electronic devices for non-class activities during lecture or lab sessions is not advised and student may be asked to leave if it is disruptive to the learning environment.

Unless otherwise specified in assignment details, it is expected that students submit their own original works. Students are aware and comply with Institutional Policies and Procedures (i.e., Student Rights and Code of Conduct, see below).

Open communication is important to address issues in a timely manner. Students are expected to contact their instructor prior to any absences or as soon as possible after the absence. If students do not understand instructions or material being presented, it is their responsibility to seek help and/or clarification.

Instructional Method:

Lectures, labs, demonstrations, independent research, hands-on applications, group work.

Required Text(s), Materials, and Technology:

- USB 3.0 external, portable hard disk drive (single USB connection). Recommended: solid state drive (SSD)
- Noise cancelling headphones with a microphone
- 8GB SD Class 10 memory card for cameras
- DSLR camera and personal computer as defined in the program requirements

Note: Important Dates and Deadlines can be found on the [Lethbridge College website](#).

Student Resources

Canvas:

[Canvas](#) is the Learning Management System (LMS) used by Lethbridge College. All students at Lethbridge College have access to Canvas, where they will locate course resources such as course outlines, grades, course materials, Canvas Inbox, and learning activities. Canvas also has a mobile app.

Lethbridge College Email:

[Lethbridge College email](#) is the main source of communication outside your individual courses. Be sure to access this often to ensure you have the most up-to-date information from across the campus.

Buchanan Library:

Use the [Buchanan Library](#) in person or online to find research materials required for class assignments and to help you with your information needs. Access over 50 databases to find articles on almost any topic and use our online catalogue to find books, ebooks, videos, articles, and more. Our staff provides guidance on how to find the resources you require.

Learning Café:

Students are encouraged to access the [Learning Café](#) in the Buchanan Library for various free services, including academic tutoring support (online and face to face), APA documentation and study skills workshops, peer tutoring, and [online learning resources](#).

Accessibility Services:

Students requiring academic accommodation (e.g., extra time, separate space, etc.) must register with [Accessibility Services](#) to determine eligibility for and implementation of these supports. If you have further questions, please feel free to speak to your instructor or contact Accessibility Services for more information.

Health and Shepell Counselling Services:

Our [Health Services](#) health care team of registered nurses, doctors, and psychiatrists are here to provide services that positively influence your health and well-being. Shepell offers a variety of services to help you meet the challenges of achieving your personal, professional, and academic potential. The primary form of support is personal counselling, which provides an opportunity to work collaboratively with a counsellor.

Advising:

[Academic advisors](#) are a great place to start if you aren't sure where to go for help. They are experts on college policies, procedures, program requirements, academic planning, and student supports, and they can help you at any point in your college experience.

Full-class Testing Services: N/A

Other Services:

If you would like more information on the many services available to students, please check out the [Current Students](#) section of the Lethbridge College website.

Institutional Policies and Practices

Course Work Used as Examples:

Should your instructor wish to use your work in future educational purposes, you will be asked to complete and sign a Student Release Form, authorizing both the instructor and/or the College to use your course work. This form, along with a copy of your work, is retained in the official copyright files located in the College's Intellectual Property Office. If you have any questions regarding Copyright and/or Intellectual Property, please contact the Intellectual Property Office.

Retention of Assignments and Exams:

Examinations/assignments will be retained by instructors to the end of the final grade appeal period. After the appropriate retention period, records will be destroyed in a secure manner. *Note:* Practicum course evaluations may be kept for a longer period of time. Please see the [Records Management policy](#) for more information.

Student Rights and Code of Conduct:

Academic Honesty is necessary for students to achieve excellence and for the preservation of the integrity and reputation of the course, the program, and of Lethbridge College as an institution. Lethbridge College supports and demands academic honesty in all academic learning activities.

Plagiarism is a serious offence and will be handled in accordance with Lethbridge College policy. The penalties for plagiarism vary in degrees but may result in expulsion from the Lethbridge College. For definitions of what is included as plagiarism and academic dishonesty, please view the [Student Rights and Code of Conduct policy](#).

Recording of Classes:

Audio/video recording is permitted *only* with the prior written consent of the instructor or if recording is part of an approved accommodation plan. Such a recording is for the personal use only of the student who has permission to record. Following the course all such recordings must be destroyed.

Other Policies:

Students should be aware of policies and procedures that may impact them directly. More information can be found on the Lethbridge [College Policies page](#).

Important Notes about your Course Outline:

Please retain a copy of this course outline for future reference. It can be useful in providing documentation for course transfer credit.

Research Disclaimer:

This course does not include any research activities that involve human participants.

Note: A student must, at the planning stage, discuss his or her research study with the supervisor. As the supervisor oversees the research study, he/she is responsible for reviewing the student's application and indicating their support/approval before the student submits the application for ethics review.

Other Program Contacts

To contact the Dean or Associate Dean for the program, please contact the main program phone number on page 1 of this outline.