**DTC 497 Senior Seminar**

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**Office: VMMC Basement (The Digs)**

**360-546-9487**

**Office Hours: MW, 11:00 a.m.- 12 noon, & by appt.**

**W 3:10-5:40 p.m.**

**Classroom: VMMC 111**



**DTC Students Presenting Their VR installation Created for the Columbia River Economic Development Council at the Digital Technology Expo**

The focus of this course is to professionalize students planning to work in digital technology or attend a graduate program in digital media or a related field. Thus, attention is given to providing students with a hands on experience with directing and participating in a large digital media project; teaching students how to engage in a critique of digital work; and helping students prepare requisite materials, such as a proposal, portfolio, resume, and writing sample, needed for their professional career. In brief, this course offers students a kind of literacy of digital media aimed at enhancing their success in the field.

**Course Materials**

* Class Website:  <http://dtc-wsuv.org/wp/497>
* This course requires no textbook; however, students are expected to prepare a Legacy Notebook for their Capstone Project, which will entail printing costs. Students are also expected to have access to an external drive to hold data. They may also find they need access to a Dropbox or some other shared data account.

**Projects and Methodology**

There are 15 different media objects that are associated with digital media.  You have, during the course of your experience in the program, produced and/or have been exposed to many of them.  These include videos, websites, animation, interactive installations, multimedia performances, video games, internet radio, internet television, virtual reality, human-computer interfaces, virtual environments, digital photography, electronic music, digital cinema, and apps.  A Capstone Project will be one of these.  To get a sense of the kind of projects students in the program have produced in the past, go to: <http://dtc-wsuv.org/projects>.

Generally in the Senior Seminar students are asked to create a media object for a particular organization. This opportunity provides you with working in and with teams, managing large projects, and interacting with clients and audiences.  Thus, this course focuses on methods and practices derived from multimedia design and pertinent activities and terminology.

**Assignments**

Capstone Project: You will be presented an opportunity or multiple opportunities for a project. You will work on a team creating a particular media object for a local organization.  The point of this project is to show that you have attained the critical/creative thinking skills and technical “chops” needed for producing an effective media object.  This project includes a Comparative Analysis, as well as other items associated with multimedia production.

Proposal: You will produce a formal, written proposal that outlines the scope of the Capstone Project for the client.  It contains the project’s rationale, methods, timeline, process, and contribution.  The point of this assignment is to provide a road map for the development of your Capstone Project.

Two Presentations: All students will give two formal 20-minute presentations in which teams share both the in-progress and completed project with other members of the class, the client, and other interested parties (other students, alums, and visitors). The point of the presentations is to share the methods and processes by which you have developed the Capstone Project.

Self-Reflective Essay:  At the end of the course, you will produce a 10-15 page essay that reflects on your competency with the 10 CMDC Learning Goals, stated above.  This is a formal paper in which you discuss each goal in conjunction to the many projects, assignments, and readings undertaken in the program. The point of the reflection essay is to allow you to explain in detail what you have learned during the preparation of the major.  It also ensures that you have learned to communicate at the college level.

Resume:  By the end of the course, you will have produced a formal resume that can be used for submission to a graduate program or for application for a job.  The point of this assignment is to prepare you for life beyond the program.

Electronic Portfolio: Also at the end of the course, you will have produced an online portfolio that can be used for submission to graduate school or for application for a job. The point of this assignment is to prepare students for life beyond the program.

Additional Requirements: To be successful in the course, students must 1) stay current with all of the required assignments that lead to completion of their project, 2) participate in the critiques and development of other students’ work, and 3) attend all classes, tutorials, and workshops. Note that all students are required to meet with me during office hours at least once during the semester. This requirement constitutes a portion of your class participation grade.

**Assessment**

Work will be assessed for its professional quality. Other factors include being turned in on time, uniqueness, and, of course, content. Components that will be assessed are:

Capstone Project: 25%

Proposal:  10%

Presentations:  (2 @) 10%

Self-Reflective Essay: 10%

Resume: 10%

Portfolio: 10%

Additional Requirements: 15%

Items turned in late will be penalized a letter grade per day (not class day but each day) late. Frankly, by the Senior Seminar, it is silly for students to think they can turn in work late unless there is an emergency.  And students know by this point what constitutes a viable emergency.  If we have to explain this information, students are not ready for the Senior Seminar.  Final grades will be calculated in this way:

94-100:  A

90-93:  A-

84-89:  B

80-83: B-

74-79:  C

70-73:  C-

>69:  F

A grade lower than a C in this course is unacceptable.  Students who are in danger of making below a C in the Senior Seminar will be advised to withdraw from the course until they are better able to show competency with the material.  Keep in mind that I do not write recommendation letters for students who perform at a C or below level in this course.

**Attendance Policy**

This class meets once a week; this means that one absence amounts to two class meetings in a normal schedule.  For this reason, you should plan to attend all classes.  Keep in mind that the definition of an excused absence follows within the guidelines of the university.  Absences due to a vacation, wedding, a family reunion, and a special work "gig" do not count as excused absences.

To be honest, unexcused absences in the Senior Seminar are unacceptable.  Teams need all members’ input, and you need the experience in developing a large-scale media project in order to be accepted into a digital media-oriented graduate program or to land a digital media-oriented job.  Thus, you will see your grade drop one letter grade per two classes missed.   If you miss more than three weeks in a row, for any reason, you will be asked to withdraw from the course and retake it when you are better able to participate.  You are also expected to be in class on the first and last class day.

Tardies count as missing a portion of a class.  Students coming to class late more than two class days will see their grades drop one letter grade per every two days of tardiness.

Keep in mind that one of the questions potential employers generally ask me when inquiring about hiring a DTC grad is if he or she completes work on time and shows up to class.  I cannot recommend you for a job if you have not conducted yourself responsibly in my class.

**University Policies**

1. Academic Integrity: Academic integrity is the cornerstone of the university and will be strongly enforced in this course. Any student found in violation of the academic integrity policy will be given an “F” for the course and will be referred to the Office of Student Conduct. For additional information about WSU’s Academic Integrity policy/procedures please contact (360) 546-9573.

2. Disability Accommodations: Reasonable accommodations are available for students with a documented disability. If you have a disability and need accommodations to fully participate in this class, please contact the Access Center at 360-546-9238 or van.access.center@wsu.edu (link sends e-mail). The Access Center is located in the Classroom Building (VCLS) room 160. Accommodations may take some time to implement so it is critical that you contact the Access Center as soon as possible.

3. Emergency Notification System: WSU has made an emergency notification system available for faculty, students, and staff. Please register at MyWSU with emergency contact information (cell, email, text, etc.). You may have been prompted to complete emergency contact information when registering for classes at RONet. In the event of a building evacuation, a map at each classroom entrance shows the evacuation point for each building. Please refer to it. Finally, in case of class cancellation campus-wide, please check local media, the WSU Vancouver web page and/or http://www.flashalert.net/

(link is external). Individual class cancellations may be made at the discretion of the instructor. Each individual is expected to make the best decision for their personal circumstances, taking safety into account. Consult the Safety Plan at: https://www.vancouver.wsu.edu/safety-plan

4. Important Dates and Deadlines: Students are encouraged to refer to the academic calendar often to be aware of critical deadlines throughout the semester.  The academic calendar can be found at www.registrar.wsu.edu/Registrar/Apps/AcadCal.ASPX.  Questions regarding the academic calendar can be directed to the Office of Student Affairs in VSSC 100 or call 360-546-9559.

**Schedule**

**Wednesday, August 24:  Introductions, Next Steps**3:10 p.m.-3:30 p.m.  I will introduce the course and introduce the Comparative Analysis, which you will begin following today’s class.

3:30 p.m.-4:10 p.m. Prepare for Client Visit.

4:10 p.m.-5:30 p.m. Meet with clients.

5:30 p.m. 5:40 p.m.  I will provide directions for the next class meeting.

**Saturday, August 27: Site Visit to the Kaegi Pharmacy at the Museum of the Oregon Territory**

All Project Managers and any Team Members who wish to attend will visit the Kaegi Pharmacy to understand the constraints and affordances of the installation and the site. The time of the visit, TBA

**Wednesday, August 31: Comparative Analysis**3:10 p.m.-5:40 p.m. Your team will work on the Comparative Analysis.

**Wednesday, September 7:  Comparative Analysis**3:10 p.m.-5:00 p.m. You will spend the class time on developing the Comparative Analysis of your project.

5:00 p.m.-5:40 p.m. I will introduce Proposal Writing.

**Wednesday, September 14: Proposals**3:10 p.m.-5:40 p.m. You will work on your Proposal.

**Wednesday, September 21: Proposal Presentations**3:10 p.m.-4:10 p.m. You will practice your Proposal Presentation in front of the class.

4:10 p.m.-5:30 p.m. You will give your Proposal presentation to your client today.

5:30 p.m.-5:40 p.m. I will give directions for the next class.

\*\*\* A good working draft of your Resume is due at the beginning of the next class.  Please consult the examples of Resumes provided you on this website.

**Wednesday, September 28: Resumes**

\*\*\*\*\*\* Please follow up with your clients about edits to your Project Proposal.  You need to be ready to begin your project on March 2, so all changes must be made before that date so that you know exactly what you are creating.|

\*\*\* A good working draft of your Resume is due at the beginning of class.

3:10 p.m.-4:10 p.m. Discussion and Critiques of Resumes

4:10 p.m.-5:40 p.m. You will work on your Resume in class.  Please note that it is due on October 12 at the *beginning of  class*.  I would like your Resume handed to me as a hard copy in .doc format.  Do NOT email me an electronic copy or a .pdf.

**Wednesday, October 5: Career Panel**3:10 p.m.-5:40 p.m. A special panel of alums and industry representatives to discuss jobs and career.

**Wednesday, October 12: Capstone Project**

\*\*Resumes are due at the beginning of class. I will provide feedback during class and return the draft to you for revisions. The final draft is due next class time.

3:10 p.m.-5:40 p.m. You will work on your Capstone Project.

**Wednesday, October 19: Capstone Projects**3:10 p.m.-5:40 p.m. You will spend class time working on your project.

\*\*\*Wireframes/Prototypes/Drafts of your electronic portfolio drafts are due at the beginning of the next class.

**Wednesday, October 26: Capstone Projects**\*\*\*Your electronic portfolio drafts are due today at the beginning of class.

3:10 p.m.-5:40 p.m. You will spend class time working on your project.

\*\*\*\*You are expected to share your project progress with your client before the next class meeting.

**Wednesday, November 2: Fine Tuning Project**3:10 p.m.-5:40 p.m. You will spend the class fine tuning your project based on client feedback.

**Wednesday, November 9: Fine Tuning Project**3:10 p.m.-5:40 p.m. Continue working on Capstone Project.

**Wednesday, November 16: Usability Testing/Legacy Notebook**3:10 p.m.-4:10 p.m. You will work on project.

4:10 p.m.-5:40 p.m. Class Critique of your project.  I will also introduce the final paper so that you have time to prepare in advance for this assignment.

**Wednesday, November 23:  Thanksgiving Holidays!**

**Wednesday, November 30: Complete Assets for Final Presentation**3:10 p.m.-5:00 p.m.  You will finish your project, legacy notebook, and presentations in preparation for your meeting with your client.

5:00 p.m.-5:40 p.m. You will practice your presentation during class.

**Wednesday, December 7:  Presentations to Clients/Reflective Essay Is Due**\*\*\*Your 10-15 page Reflective Essay is due today at the beginning of class in hard copy.   Additionally, please email it to me as a .doc file at dgrigar@wsu.edu. Do not send me a .pdf. Be sure to name your file <your last name-essay>.

3:10 p.m. -4:10 p.m.  You will practice your presentation before the clients arrive.

4:10 p.m.-5:40 p.m.  You will give your Final Presentation to your clients.