

West Virginia Wesleyan College // School of Fine Arts & Humanities
Department of Art
Fall Term 2014 // Portfolio Prep // ART415

Classroom: McCuskey Room 107
Section 1: Tue/Thur 6-8:30

Professor: Ellen Mueller // Office: McCuskey Room 105
Office Hours: Mon/Wed, 2:30-5:00pm & by appointment
Email: mueller_e@wwc.edu

COURSE DESCRIPTION

This course explores the structures and components of an effective portfolio, and effective professional skills in communication, both written and oral. General topics covered are online portfolio creation, organization, curation and presentation. Students will also practice preparation of professional documents, including multiple drafts of an exhibition proposal for the spring exhibition. In combination with ART 420, this course satisfies the advanced composition requirement for general studies. Prerequisite: Senior art major in good standing.

OBJECTIVES:

During the course, students will learn basic methods for developing a professional practice and will demonstrate the following:

1. Basic understanding of starting and maintaining a personal website.
2. Awareness of interview scenarios, questions and practice.
3. Development of personal and/or professional goals for after graduation.
4. Basic understanding of personal goals focus regarding the senior exhibition/portfolio.
5. Writing and revising of various professional documents.

NOTES ON PERSEVERANCE:

We will encounter frustrations as we deal with unexpected road-blocks, and create workarounds that fit within our timeline. These are important skills to practice, as you will do the same when you leave school and enter the world of professional artistic practice. Our weekly discipline will

include a variety of activities which may include, but are not limited to, discussion, presentations, and scheduled readings/writings. Please note that an instructor cannot force the effort required to practice art or design. It must come from a desire and aptitude for struggle. Dedication and willingness to create will ensure your success in this class.

NOTES ON RESPECT:

The work created in the course may be of a personal and/or controversial nature. Please respect your colleagues and give their work your best attention. If you disagree with a work or its content, remember that when engaging with others' work you must be a responsible and professional critic, and as such must work to make your criticism constructive and descriptive.

<p>BLACKBOARD You must check your WWC e-mail and Blackboard to take this course. Assignments will be dispersed via email/Blackboard.</p> <p>EMAIL CORRESPONDENCE Visit this link for guidelines on email correspondence.</p> <p>ATTENDANCE POLICY Visit this link for complete attendance policy.</p> <p>LATE WORK POLICY I do not accept late work. See this link for complete details.</p> <p>GRADING POLICY Visit this link for complete grading policy.</p> <p>CLASS SCHEDULE - Available online</p>	<p>REQUIRED TEXTS "101 Great Answers to the Toughest Interview Questions Paperback" by Ron Fry "A Graphic Design Student's Guide to Freelance: Practice Makes Perfect" by Ben Hannam "The Artist's Guide: How to Make a Living Doing What You Love" by Jackie Battenfield</p> <p>SUPPLY LIST</p>
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SPECIAL POLICIES

1. Cell phones must be turned off during class. Texting or answering a call in the classroom is disrespectful to your classmates and to the instructor. You will lose attendance points if your phone rings or if you are texting in class..
2. No open laptops. Again, you will lose attendance points.
3. No headphones or music players in class. Again, you will lose attendance points.
4. No food or drink in the painting studio - it is hazardous to your health.

ACCOMMODATIONS:

West Virginia Wesleyan College ensures that no qualified person shall, by reason of a disability, be denied access to, excluded from participation in, or denied the benefits of any program or activity operated by the College or be subjected to discrimination under any of its programs or activities. The College shall make reasonable accommodations to the known limitations of an otherwise qualified student with a disability to enable the qualified student with the disability to have equal access to educational opportunities, programs and activities. Section 504 of the Rehabilitation Act of 1973 [29 U.S.C. 794(a)] and Americans with Disabilities Act of 1990 (ADA) [42 U.S.C. § 12101, et seq.].

I concur with the College's commitment to social justice and expect to foster a nurturing learning environment based upon open communication, mutual respect, and nondiscrimination. Any suggestions as to how to further such a positive and open environment in this class will be appreciated and given serious consideration. If you are a person with a disability and anticipate needing any type of accommodation in order to participate in this class, please advise me and make appropriate arrangements, according to our Student Handbook <http://www.wvwc.edu/Students/pdf/StudentHandbook.pdf> with the Director of the Learning Center (473-8499).

ACADEMIC DISHONESTY

"Academic Dishonesty" is defined as "any form of cheating which results in students giving or receiving unauthorized assistance in an academic exercise or receiving credit for work that is not their own."

Plagiarism is defined as "literary theft" and consists of the unattributed quotation of the exact words of a published text or the unattributed borrowing of original ideas by paraphrase from a published text. On written papers for which the student information gathered from books, articles, or oral sources, each direct quotation, as well as ideas and facts that are not generally known to the public-at-large, must be attributed to its author by means of the appropriate citation procedure. Citations may be made in footnotes or within the body of the text. Plagiarism also consists of passing off as one's own, segments or the total of another person's work.

Punishment for academic dishonesty will depend on the seriousness of the offense and may include a receipt of an "F" with a numerical value of zero on the item submitted, and the "F" shall be used to determine the final course grade. If the offense is repeated, the student will fail the course.

Detection of Plagiarism:

I use an automated plagiarism detection service to check student assignments for plagiarism.