

Secondary Articulation Agreement

Part A (To be completed by Secondary CTE Instructor or Administrator.)

District / High School / Career Center	Dearborn Public Schools		
Secondary Program Title:	Graphics Communication	CIP Code:	10.0301
Name and Title of Secondary Contact:	Adam Martin, Executive Director of Student Achievement		
Mailing Address:	18700 Audette	Dearborn	MI 48124
	Street & Office Number	City	State & Zip
Office Phone:	313	827-3024	Email: martina@dearbornschools.org
	Area Code	Number	

Part B (To be completed by HFC Instructor, Dean, Associate Dean or Administrator.)

HFC Program Title:	Graphic Design	CIP Code:	50.0402
Date of Agreement:	March 1, 2022		
Agreement Period:	5 Years 3 Year Course Content Review		
*Expiration Date:	March 1, 2027		

*For the purposes of students enrolling and receiving articulated credit, this agreement remains effective for three (3) additional years after the expiration date. This will allow students who completed the secondary program during the agreement period to finalize the agreed upon requirements and receive articulated credit.

Purpose: The purpose of this agreement is to facilitate the transition of students from the above-named high school Career and Technical Education program to the aligned Associate Degree Program or Career and Technical Education Program at Henry Ford College (HFC). Academic credit is awarded for course requirements of the HFC certificate or degree program based on the completion of equivalent courses in the above named program at the recognized secondary institution.

General Terms and Conditions: An articulation agreement established with the College shall not exceed five (5) years in duration. Students requesting articulated credit shall satisfy the conditions and requirements as stated in this agreement within three (3) years after their termination of student status at the secondary institution. Any request received after that period shall be subject to approval by the appropriate HFC instructor and dean. Credit will be awarded as specified under the "Program Specific Terms, Conditions, and Requirements" of this agreement. Students shall be responsible for initiating the process to receive articulated credit as specified by this agreement by submitting a completed "Student Application for Articulated Credit" form. Credit granted beyond HFC is at the sole discretion of the transferring institution accepting credit.

Revisions and Renewals: This agreement shall be reviewed annually by both parties or at such time that substantive program changes occur within the HFC or the secondary program. Revisions and renewals must be in writing and agreed to by both parties before any modifications are made to this agreement. **Contact: Brandon Nowak, Articulation Agreement Manager** bnowak1@hfcc.edu

Secondary Articulation Agreement **Program Specific Terms, Conditions, and Requirements**

Part C (To be completed by HFC Instructor, Dean, Associate Dean or Administrator.)

HFC Program Title: Graphic Design

CIP Code: 50.0402

(The space below is used by HFC instructors, Faculty Chair or Administrators to specify secondary articulation agreement terms, conditions, and requirements for the above program.)

1. Students must achieve a "C" or better average for each applicable class taken at Dearborn Public Schools/Dearborn High School that may apply to the specified program at Dearborn Public Schools/Dearborn High School.
2. Students must have demonstrated a good/satisfactory attendance record for the course/program at Dearborn Public Schools/Dearborn High School.
3. Students from Dearborn Public Schools/Dearborn High School must demonstrate competency in each course, for which HFC will grant articulated credit, as determined by HFC Faculty.
4. The secondary articulation agreement is predicated on relevant course/program curriculum submitted by Dearborn Public Schools/Dearborn High School and reviewed/evaluated by HFC Staff.
5. Secondary articulated credit will be held in escrow for:

ART 107	Photoshop	3 CR
ART 114	Graphic Design Studio	3 CR
TOTAL		6 CR
6. To receive secondary articulated credit, the student must submit a portfolio to HFC Faculty Chair, Victoria Shepherd 313.845.6487, vashpherd@hfcc.edu, Fine Arts Bldg, Room F-149. After review and approval, credit will be awarded.

Credit granted beyond HFC is at the sole discretion of the transferring institution accepting credit.

Secondary Instructor or Administrator Name and Title:

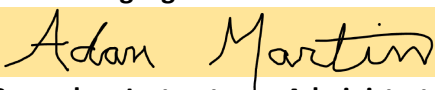
Adam Martin

Printed Name

Executive Director of Student Achievement

Printed Title

Authorizing Signatures:



Secondary Instructor or Administrator

2.28.2022

Date

Victoria Shepherd

Digital Signature 02/28/2022 10:55am

Feb. 28, 2022

HFC Instructor, Faculty Chair or Administrator

Date

Dearborn Public Schools
Michael Berry Career Center CTE
- Digital Multimedia
2021-2022

Mr. Aquino

Instructors

Phone 313-827-4802

Mr. McMullen

Email

Office

C-200

aquinoa@dearbornschools.org
mcmullp@dearbornschools.org

Class

Digital Multimedia

CIP Code: 11.0801 PSN:19206

Description:

Digital/Multimedia courses at MBCC cover a wide variety of topics including: the use of a variety of advanced software programs to create custom graphics and maps, make professional web pages, create exciting animations, simulate complex aerospace missions, explore advanced 3D modeling while learning the basics of game design and other in-demand I.T. skills, drawing & illustration skills, design composition, color theory, graphic design, web & animation, advertising, communication design, using Photoshop, Illustrator & Flash, 3-D drawing, rendering & illustration skills, design process, 3D aesthetics & sculpture design, 3D modeling and product design using Rhino 3D modeling software

Goals / Objectives:

The student will be able to:

Use a variety of advanced software programs Create custom graphics and maps Make professional web pages Create exciting animations Simulate complex aerospace missions Explore advanced 3D modeling Learn the basics of game design Other in-demand I.T. skills Drawing & illustration skills Design composition Color theory Graphic design Web & animation	Advertising Communication design Photoshop Illustrator Flash Dreamweaver Fireworks 3-D drawing, rendering & illustration skills Design process 3D aesthetics & sculpture design 3D modeling and product design 3D modeling software
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Students will be prepared to work in the field of their choosing.

Students will be prepared to enter a two year college, four year university or other post-secondary education.

Requirements:

It is extremely important that the student attends class on a daily basis. The student is responsible for getting missed work from iLearn / iBlog, other students, or the instructor (after checking iLearn/iBlog). Assignments turned in after the due date will receive reduced credit. Students with excused absences will receive the same number of days to makeup assignments for full credit.

Resources:

In addition to the textbooks listed, the students will use iLearn and iBlog (Moodle). iLearn is a Dearborn Public Schools computer based program where the students will download documents, attend group work in chat rooms, view videos that are applicable to the lesson, take tests and much more.

Evaluation:

A variety of methods will be used to evaluate student progress. Among the methods used are: class and homework assignments, exams, quizzes, class participation, job skills checkoffs, job shadowing or externships, other assignments, and final exam.

The final grade is determined by 80% summative assessment; including exams, projects, job shadowing, competencies, and written and computer work. The remaining portion of the final grade is 20% formative assessment which includes homework, class work, some quizzes and participation.

Students will be graded using the following scale:

93 – 100%	A	73 – 76.9%	C**
90 – 92.9%	A-	70 – 72.9%	C-
87 – 89.9%	B+	67 – 69.9%	D+
83 – 86.9%	B	63 – 66.9%	D
80 – 82.9%	B-	60 – 62.9%	D-
77 – 79.9%	C+	< 59.9%	E

***The Department of Career and Technical Education considers passing to be a grade of 73% [C] or better*

Grades:

It is my desire to see all students succeed. Putting forth the effort and completing the course assignments/requirements in a timely manner is what it takes for you to succeed in this class. All work, tests, and projects will be graded on a ten point system. Participation involves coming to class prepared, participating thoughtfully and respectfully in class discussions (speaking, listening, note-taking), and demonstrating the ability to work well with others in the room.

Certification Requirements:

Students will be given the opportunity to receive industry certifications but must be sure to meet the criteria:

- *Passing score on exams*
- *Demonstrate mastery of all skill check-offs.*
- *Attendance in compliance with specific policy*
- *Behavior in all areas that consistently demonstrates professionalism and employability*

Work Based Learning:

Students will be expected to participate in work-based learning, such as: a field trip, a job shadowing, internship, or externship opportunity. All requirements must be completed by the end of the 5th card marking.

Examination Information:

Summative projects and exams are given after each unit of study. There is a final summative exam during the school year encompassing content covered up to that point.

Attendance Policy:

It is extremely important that you attend class on a daily basis. Your grade depends on regular attendance and participation. If you are going to be absent it is your responsibility to email your instructor prior to the class. The student is responsible for obtaining and completing missed work. Exchange email addresses or phone numbers with a few classmates so that contact can be made easily. Assignments turned in the day after the due date will receive reduced credit. *Students are responsible for asking about, and making up, work missed due to absences.*

Cheating / Plagiarism:

Copying or taking someone else's work is considered cheating and/or plagiarism and will result in **0 points** for that assignment. This work cannot be made up. In addition, parents, coaches, advisors, and administration will be contacted per school policy.

Cell Phones:

Personal cell phone use for texting or talking when not permitted:

First Infraction: cell phone will be turned over to the office and it must be picked up by a parent or guardian after school

Second Infraction: cell phone will be turned over to the office and it must be picked up by a parent or guardian next Monday/Friday.

Subsequent Infractions: cell phone will be turned over to the office and it must be picked up by a parent or guardian at the end of the semester.

Expectations / Professional Points:

We will strictly adhere to the CORE VALUES of the Dearborn School system. Any behaviors not professional to a workplace setting or a classroom environment will result in the student loss of professional “work skills” points. Basic expectations are as follows:

1. Follow the DPS Code of Conduct and always clean up after yourself
2. Come to class on time, prepared to work, and find your seat by the time the bell rings.
Use the restroom before class. Get to work as soon as possible and stay on task.
3. Keep all outside items (food, electronics, etc.) from disturbing class time.
4. Raise your hand to make a comment or ask a question. Do not yell out or mock your classmates.

This is unacceptable and will not be tolerated.

A student that is consistently disruptive or displays conduct unbecoming to a professional environment will lose professional points and may be removed from the course.

Career and Technical Student Organization or Community Service Expectations:

Students are highly encouraged to join and participate in at least one of the organizations offered here at the school: e.g. Business Professionals of America (BPA), Technology Student Association (TSA), and Health Occupations Students of America (HOSA). Students are expected to be an active member (attend meetings, participate in fundraisers, prepare for various events and compete at regional and state competitions, etc.). Members will participate in activities that encourage community service and career exploration as well as showing appreciation to the organization and their providers.

Post-Secondary Articulated Credit:

Students may be eligible to receive free college credit for MBCC technology classes that they successfully complete. The qualifications and number of college credit hours available varies by program and the college with which it is affiliated. This course has articulated credit agreements with the following colleges / universities:

Henry Ford Community College | Davenport University | Ferris State University | Washtenaw Community College
Schoolcraft College | Baker College

Textbooks:

A Guide to Web Development Using Adobe Dreamweaver with Fireworks and Flash – Jan Marrelli

Syllabus:

MBCC Digital/Multimedia Courses follow the Michigan Department of Education’s Career and Technical Education (CTE) segments for Digital/Multimedia.

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Dearborn Public Schools accept a parent's assertion that he or she needs language assistance without requiring additional corroboration. For free help with understanding the content of this document, please call the Student Services office 827-3005 for translation/interpretation Assistance.

Arabic: نودك مدارس دياربورن على توفير خدمات الترجمة بدون أي شرط للحصول على هذه الخدمة المجتة ولتفهم هذه الاستمارة يرجى الاتصال بمكتب خدمات الطلاب على رقم 827-3005.

French: Les écoles de Dearborn vous offrent le service de traduction sans aucune condition. Si vous souhaitez avoir le service gratuit pour comprendre le contenu de ce document, prière d'appeler le bureau de Services aux Étudiants 827-3005.

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Italian: Scuole Dearborn accettare l'affermazione di un genitore che lui o lei ha bisogno di assistenza lingua senza bisogno di ulteriori conferme. Per aiuto con la comprensione del contenuto di questo documento, si prega di chiamare l'ufficio Student Services 827-3005 per la traduzione / interpretazione di assistenza.

Albanian: Shkollat DEARBORN pranohet pohimin e te panderve qe ai ose ajo ka nevojë për ndihmë të gjuhës pa kërkuar vërtetim shtesë. Për ndihmë lire me kuptuar përmbajtjen e këtij dokumenti, ju lutemi telefononi zyrtarë shërbimeve për studentë 827-3005 për përkthim / interpretim ndihmë.

Romanian: Școlile orașului Dearborn accepta orice declarația părintească care atestă nevoia copilului de asistență cu limba engleză fără nici o dovadă suplimentară. Dacă aveți nevoie să înțelegeți acest document dați telefon la oficiul serviciilor școlare la numărul 827-3005 pentru a primi asistență cu traducerea sau interpretarea lui.

Urdu: تیار بورن اسکولوں میں والدین کی طرف سے یہ کہ وہ یا وہ اپنے بچوں کے لیے اس زبان کے مواد کو سمجھنے میں مدد کرنے کی ضرورت ہے تو یہ قبول کرنے کے لیے اس دستاویز کے مواد کو سمجھنے کے لیے اس کے ساتھ مفت میں مدد کیے جائیں۔ نوادہ زبانیں مدد کو مجھے / تشریح کے لیے طلبہ کے بغیر کوئی دلائل کیے۔ 827-3005

The chart below shows the curriculum segments and sample lessons:

Segment Title	Segment Description	Example / Software / Project Samples		
1. Project Management	Systematic planning, implementation and presentation of a project	Create physical artwork that serves a purpose	Photoshop Illustrator Rhino PowerPoint	Perspective Drawing Research to Concept Auto Show Poster Blues Fest Logo Presentations
2. Legal, Ethical, Design and Safety Standards	Design based on a standard	Create a logo for a contest	Photoshop Illustrator Rhino	Auto Show Poster Contest Blues Fest Logo Contest Jungle Gym
3. Graphic Design	Create physical artwork that serves a purpose	Magazine advertisement, building blueprint, posters	Photoshop Illustrator	Class Posters T-Shirt Design Vinyl Stickers Auto Show Poster Contest Movie Posters
4. Customer Service and Planning	Interacting with a “customer” to determine a project that meets their needs	Create signs for a teacher to use in their classroom	Photoshop Illustrator	Web Site Poster Contests Logo Contests Signs/Banners Freelance Requests
5. Digital Communication	Create electronic artwork that serves a purpose	A web page, animation or simulation for a business	Dreamweaver Photoshop Illustrator PowerPoint	Web Site Auto Show Poster Contest Blues Fest Logo Contest PowerPoint Presentations
6. Development Tools	Using Digital/Multimedia software	Completing a series of tutorials to learn new Photoshop, illustrator or Rhino skills	Photoshop Illustrator Rhino Dreamweaver Flash	Movie Posters Comic Book Covers 3D Models T-Shirts Stickers Contests
7. Web Design and Layout	Plan and create a web page	Create a “portfolio” web page to display your work	Dreamweaver Photoshop Illustrator Flash	Web Site Portfolio Site
8. Web Development	Using computer code to create web content	HTML or Java programs, FLASH animations, 3D animations in Rhino	Dreamweaver Photoshop Illustrator Flash	Web Site Portfolio Site Hour of Code
9. Web Administration	Publish and/or update digital content on the web	Upload a web page to the MBCC server	Dreamweaver	Web Site Portfolio Site
10. Multimedia Production	Combining multiple software platforms to finish a project	Using Illustrator and Rhino to create/print 3D model	Photoshop Illustrator Rhino Dreamweaver Flash	Movie Posters Illustrations Comic Covers 3D Models T-Shirts Printmaking
11. Web Testing and Evaluation	Using a systematic method to test/evaluate projects	Reviewing websites/tutorials and suggesting improvements and/or creating new materials to replace them	Dreamweaver Photoshop Illustrator Flash	Web Site Portfolio Site Hour of Code
12. Technical Support	Assisting others with technical problems	working a part of a team to solve a problem/create new materials in the class/building	Dreamweaver Photoshop Illustrator Flash Windows	Peer Reviews Signs/Banners Posters Freelance Requests Daily Computer Interaction

Dearborn Public Schools
Michael Berry Career Center
CTE - Digital Multimedia II (Q Section)
2021-2022

Instructors	Mr. Aquino Mr. McMullen	Phone 313-827-4802
Office	C-200	Email aquinoa@dearbornschools.org mcmullp@dearbornschools.org
Class	Digital Multimedia	CIP Code: 11.0801 PSN: 19206

Description:

Digital/Multimedia courses at MBCC cover a wide variety of topics including: the use of a variety of advanced software programs to create custom graphics and maps, make professional web pages, create exciting animations, simulate complex aerospace missions, explore advanced 3D modeling while learning the basics of game design and other in-demand I.T. skills, drawing & illustration skills, design composition, color theory, graphic design, web & animation, advertising, communication design, using Photoshop, Illustrator & Flash, 3-D drawing, rendering & illustration skills, design process, 3D aesthetics & sculpture design, 3D modeling and product design using Rhino 3D modeling software

Goals / Objectives:

The student will be able to advance their skills in:

<p>Use a variety of advanced software programs Create custom graphics and maps Make professional web pages Create exciting animations Simulate complex aerospace missions Explore advanced 3D modeling Learn the basics of game design Other in-demand I.T. skills Drawing & illustration skills Design composition Color theory Graphic design Web & animation</p>	<p>Advertising Communication design Photoshop Illustrator Flash Dreamweaver Fireworks 3-D drawing, rendering & illustration skills Design process 3D aesthetics & sculpture design 3D modeling and product design 3D modeling software Others of their choosing</p>
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Students will be prepared to work in the field of their choosing.
 Students will be prepared to enter a two year college, four year university or other post-secondary education.

Requirements:

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Grades:

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- C. Attendance in compliance with specific policy
- D. Behavior in all areas that consistently demonstrates professionalism and employability

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Examination Information:

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Attendance Policy:

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Cell Phones:

Personal cell phone use for texting or talking when not permitted:

First Infraction: cell phone will be held by teacher for remainder of class

Second Infraction: cell phone will be held by teacher for remainder of class then turned over to the office and it must be picked up by a parent or guardian after school.

Subsequent Infractions: progressive disciplinary action.

Expectations / Professional Points:

We will strictly adhere to the CORE VALUES of the Dearborn School system. Any behaviors not professional to a workplace setting or a classroom environment will result in the student loss of professional "work skills" points. Basic expectations are as follows:

1. Follow the DPS Code of Conduct and always clean up after yourself
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Henry Ford Community College
Davenport University
Ferris State University
Washtenaw Community College
Schoolcraft College Baker College

Syllabus:

MBCC Digital/Multimedia Courses follow the Michigan Department of Education’s Career and Technical Education (CTE) segments for Digital/Multimedia.

The chart below shows the curriculum segments and sample lessons:

Standard	Example / Software / Project Samples
1. Apply already learned concepts, and integrate training, processes, and preparations to further delve into a program/program suite to master it to a professional level.	Adobe Products Microsoft Office Microsoft IT
2. Pass industry evaluations for certification in a program/program suite of their choosing.	Adobe Certification Microsoft Certification
3. Create a series of interview questions and conduct interviews with professional working in the industry in the field(s) that the student desires to enter.	Interviews via: phone, email, face-to-face
4. Design, plan, create, revise, and modify at least one fully developed piece to be included in the annual student show at the end of the year.	Sculpture, 3D Model, Painting, Costume, Illustration
5. Design and create a personal logo representing you as an entity.	Logo Design
6. Create your own marketing plan for yourself including (but not limited to) an online presence (blog, website), business cards, online storefront (etsy, society 6), etc.	Tumblr, Instagram, Twitter, Facebook
7. In a joint collaboration with the other students, organize, plan, and create a group project to be shared with this and future year’s classes at the Berry Center.	Yearbook, Mural, Installation Piece
8. Create a final portfolio organizing all of your best work to be shared/reviewed/critiqued by others.	8.5x11 clear sheet binder
9. Evaluate and provide constructive criticism to the other students in your class on their portfolios in a portfolio review/critique.	Class critique
10. Perform other duties such as creating professional level works for customers in both an individual and group setting.	Printmaking, Banners, Posters, Flyers
11. Experiment and create new and different works by seeking out new techniques and procedures that you have previously not used to design and generate other works.	Pinterest, DIY, Online Tutorials, New Tools, Blogs

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Albanian: Shkollat DEARBORN pranohet pohimin e te pndierve qe ai ose ajo ka nevojë për ndihmë të gjuhës pa kërkuar vërtetim shtesë. Për ndihmë lire me kuptuar përmbajtjen e këtyrë dokumentit, ju lutem telefononi zyrtar e shërbimeve për studentët 827-3005 për përkthim / interpretim ndihmë.

Romanian: Școlile orașului Dearborn acceptă orice declarație părintească care atestă nevoia copilul de asistență cu limba engleză fără nici o dovadă suplimentară. Dacă aveți nevoie să înțelegeți acest document dați telefon la oficial serviciilor școlare la numărul 827-3005 pentru a primi asistență cu traducere sau interpretare în limba.

Urdu: تیار بورن اسکولوں میں والدین کے وہ یا وہ اضافی معلوم کی ضرورت ہونی سے معز یافتہ افراد کی ضرورت ہے کہ وہ قبول کریں کہ ان کے بچوں کو یہ سہولتیں فراہم کرنے کے بغیر ان کے بچوں کو اس دستاویز کو سمجھنے میں مدد کرنے کی ضرورت ہے۔ یہ سہولتیں فراہم کرنے کے بغیر کسی اضافی ثبوت کی ضرورت نہیں ہے۔

827-3005 کے مواد کو سمجھانے کے لیے مفت سے مدد سے مدد کریں۔ تیار بورن اسکولوں میں والدین کے وہ یا وہ اضافی معلوم کی ضرورت ہونی سے معز یافتہ افراد کی ضرورت ہے کہ وہ قبول کریں کہ ان کے بچوں کو یہ سہولتیں فراہم کرنے کے بغیر ان کے بچوں کو اس دستاویز کو سمجھنے میں مدد کرنے کی ضرورت ہے۔ یہ سہولتیں فراہم کرنے کے بغیر کسی اضافی ثبوت کی ضرورت نہیں ہے۔