Information Design

COMD 3601 D254 Fall 2020

Course Description Maximum Credits: 3 3 Class Hours	Theory and practice of designing with information. Topics include graphs, charts, pie-charts and diagrams. Through advanced assignments related to information graphics, exhibition design and wayfinding systems, students will synthesize and design complex data sets. Preparation of final work using current design software applications.
Prerequisites	COMD2400 level courses
Instructor	**M. Genevieve Hitchings** Email: mhitchings@citytech.cuny.edu Office Hours: Tuesdays 12:30-2:30PM (Room N1127)
Class Meeting Time	Weds: 2:30pm – 5:50pm Room P-115
Teaching/Learning Method	Lectures & Demonstrations Readings, Discussions, Critique and Assignments Review homework – I will collect digital assignments via 'Dropbox' In-class critique of work – provide feedback In-class lab time to work on assignments Everyone must sign-up for OpenLab: https://openlab.citytech.cuny.edu
Class Website	You can access the class website via City Tech's OpenLab: https://openlab.citytech.cuny.edu/hitchingscomd3601f2019/
Recommended Texts	Information Graphics Peter Wilbur Thames & Hudson ISBN-10: 05002800770 ISBN-13: 978-0500280775
Attendance (College) and Lateness (Department) Policies	Attendance is taken and is important to success in this class. Both absences and arrival more than 15 minutes after the start of class will be marked. If excessive, the instructor will alert the student that he or she may be in danger of not meeting the course objectives and participation expectations, which could lead to a lower grade.
Academic Integrity Standards	Students and all others who work with information, ideas, texts, images, music, inventions, and other intellectual property owe their audience and sources accuracy and honesty in using, crediting, and citing sources. As a community of intellectual and professional workers, the College recognizes its responsibility for providing instruction in information literacy and academic integrity, offering

models of good practice, and responding vigilantly and appropriately to infractions of academic integrity. Accordingly, academic dishonesty is prohibited in The City University of New York and at New York City College of Technology and is punishable by penalties, including failing grades, suspension, and expulsion.

Statement

I reserve the right to change the syllabus or grading formula as need be, given the composition and progress of the class. I will notify you about these changes in writing on the website and orally in class as soon as I make them, giving you time to adjust your approach if need be. I reserve the right to take pictures and video of our work in class, although I will not publish images or footage of you publicly. I also reserve the right to keep samples of your work to feature on my professional website, as part of my teaching portfolio, and to illustrate points for future classes.

Class Policies

1. If you miss a class, or know you will be missing a class, you must send me an email. You must use your City Tech email for all school business.
2. Keep and backup all the exercises and projects that you have created throughout the semester.
3. You are expected to keep up with the class blog.
4. You will be penalized for late work; typically one point for each day you are late.
5. Any missed assignments will earn a zero. No partial credit will be given.
6. Do not use any form of social media or texting during class. I reserve the right to reject you from class and give you an absence for the day.
7. Respect your classmates as you would be respected.
8. There is no food or drink allowed in the labs.
9. When you address your email to me, please write the subject line as follows: COMD 3601 [Your Name]
10. There will be no make-ups for those who miss any classes, quizzes, or the final project.
11. You have the option to revisit earlier projects and revise them based on original comments. If you feel you can improve your grade, this is your opportunity.
12. If you will not be able to present or hand in a project on the scheduled day, it is your responsibility to notify me PRIOR to the due date and request alternate arrangements.
13. Points will be deducted from your project grade for missed critiques.
14. Late or missing work due to technological malfunctions such as a failed computer or flash drive will not be excused.

Required Supplies

1. Journal (part of class participation) A sketchbook of your choice to store your Journal entries, take notes, collect inspiration
2. Compatibility and printing: All students are responsible for checking compatibility between computers, applications and their versions, and for saving, storing, and printing their work.
3. Flash/ USB (min 2GB drive) to store your work. I recommend backing up on an additional flash drive and/or in an online storage account such as Dropbox or Google Drive. DO NOT try to email work to yourself. The design files make this very complicated.

Grading

40% -- Project 1 Info Graphic + related assignments and homework
20% -- Project 2 Visual Diagram + related assignments and homework
20% -- Project 3 Historical Flow Chart + related assignments and homework
10% -- Student Designer Presentation
10% -- Participation/Homework

INSTRUCTIONAL OBJECTIVES For the successful completion of this course, students should be able to:	ASSESSMENT Evaluation methods and criteria
Create both "live" and static data graphics (bar, pie, & time series charts) using appropriate software graphing tools.	Students will demonstrate competency by creating various data graphic formats within a layout.
Transform statistical information into an understandable visual format using unconventional methods and imagery.	Students will demonstrate competency by synthesizing information and creating data graphics without the use of graphing software tools.
Visually explain a complex process or object clearly and easily.	Students will demonstrate competency by illustrating a process, procedure, or complex object.
Define and explain historical development of data graphics.	Students will display competency through discussions and research.
Create both "live" and static data graphics (bar, pie, & time series charts) using appropriate software graphing tools.	Students will demonstrate competency by creating various data graphic formats within a layout.

General Education Outcome covered:	How the Outcome is assessed:
Thinking Critically The student will demonstrate the ability to evaluate evidence and apply reasoning to make valid inferences.	Evaluate through class critique to determine how well students were able to advance their project concepts by applying evidence and using logic to make decisions.
Oral Communication Speaking: The student will demonstrate the ability to articulate himself using relevant industry-specific language	Evaluate through class discussion and /or written tests if students use appropriate nomenclature to defend creative, critical and technical decisions in project concepts and development.
Social Interaction The student will demonstrate an understanding of professional ethics.	Evaluate through class discussion and written tests if students have developed a sensitivity and awareness of professional ethics.

	Topical Outline – (Outline will be adjusted as semester progresses. Students will be notified.)

Week	Date	Lecture Topic and Lab Work
1	1/29	**Introduction** Overview of information design · Data Visualization and Info Graphics · Science Visualization – explaining complex concepts visually · Storytelling and Data Journalism
2	2/5	**Graphs and Charts** Understanding data and displaying visually measured quantities
	2/12	**No Class**
3	2/18	**Introduction Project 1: *Info Graphic*** Visually telling a story using facts and data (Research Project) Student Weekly Designer Presentations Begin (*sign up for your week*)
4	2/26	Project 1
5	3/4	Project 1
6	3/11	Project 1
7	3/18	**Introduction Project 2: *Visual Diagram (Diagram, Tutorial, How To, Informational)*** Visual explanation of scientific concept (Research Project)
8	3/25	Project 2
9	4/1	Project 2
10	4/7	Project 2
	4/8	**No Class - Spring Break**
	4/15	**No Class – Spring Break**
11	4/22	**Introduction Project 3: *Historical Flow Chart (Timeline or Mapping Project)***
12	4/29	Project 3
13	5/6	Project 3
14	5/13	Project 3
15	5/20	Project 3