

<p><b>COURSE TITLE BLACKBOARD SITE</b></p>	<p>ARC4833 - <b>Electronic Methodologies Three</b>, On-Line Spring 2011 – <a href="http://my.ltu.edu">http://my.ltu.edu</a> and select CRN 3786</p>
<p><b>INSTRUCTOR</b></p>	<p><b>Alan Hall</b> Adjunct Faculty – Lawrence Technological University College of Architecture and Design BIM+CV Certificate Coordinator</p> <p>Contact Information: E-mail: <a href="mailto:ahall@ltu.edu">ahall@ltu.edu</a> Business phone: (248) 674-4300 Office: A-142 - Office hours by appointment</p>
<p><b>SCHEDULE</b></p>	<p>January 10, 2011 – May 07, 2011</p> <p>See <a href="http://www.ltu.edu/registrars_office/calendar_final_exam.index.asp">http://www.ltu.edu/registrars_office/calendar_final_exam.index.asp</a> for LTU academic calendar information.</p>
<p><b>LEVEL/ HOURS PREREQUISITE</b></p>	<p>Undergraduate Degree / 3 credit hours Prerequisite requirements: <b>Electronic Methodologies Two</b></p>
<p><b>REQUIRED TEXT</b>  (See Blackboard for additional resources)</p>	<p><b>Mastering Autodesk's 3ds Max Design 2010</b> By: Mark Gerhard, Jeffery Harper, and Jon McFarland Wiley Publishing, Inc. 2009 ISBN: 978-0-470-40234-4</p> <p><b>Mastering mental ray: Rendering Techniques for 3D and CAD Professionals</b> By: Jennifer O'Connor Wiley Publishing, Inc. 2010 ISBN: 978-0-470-56385-4</p> <p>These books are both available at the LTU Bookstore or for online purchase through their website <a href="http://lawrence-tech1.bkstore.com/bkstore/TextbookSelection.do?st=489">http://lawrence-tech1.bkstore.com/bkstore/TextbookSelection.do?st=489</a></p>
<p><b>ADDITIONAL RESOURCES</b></p>	<p>LTU Online student resources: <a href="http://www.ltu.edu/ltuonline/">http://www.ltu.edu/ltuonline/</a></p> <p>Tutoring – Academic Achievement Center: <a href="http://www.ltu.edu/aac/tutoring.asp">http://www.ltu.edu/aac/tutoring.asp</a></p> <p>Spring schedule (to be determined – see website for details) the following is typical: Monday – Thursday, 9:30am – 5:30pm Friday – 10:00am – 4:00pm</p>
<p><b>TECHNICAL SUPPORT</b></p>	<p>Technical support for using Blackboard is provided by the Helpdesk. Visit <a href="http://www.ltu.edu/ehelp">www.ltu.edu/ehelp</a> or 248.204.2330 or <a href="mailto:helpdesk@ltu.edu">helpdesk@ltu.edu</a></p>

### COURSE SCHEDULE

This fully online course begins with a partial week online course orientation period to familiarize yourself with the online learning environment and to meet via email with your instructor. Each subsequent week starts on a Monday and ends on a Sunday. The last week of class is also a partial week which falls in the final exam week schedule. Suggested events for the semester may change as we proceed.

Dates	Modules	Topics / Readings	Assignments Due
<b>Prior to Class Start Date and</b> January 10 – January 12	Module 0	<b>Students – “Getting Started”</b> 1) Module Instructions & Information 2) View Course Guide Presentation 3) Syllabus Review	Email verification Bb Discussion Board
<b>Week 1</b> January 10 – January 16	Module 1	<b>Mastering 3ds Max Design - Chapter 1</b> <b>Mastering 3ds Max Design – Appendix B</b> <u>Read book materials and complete exercises</u>	<b>Quiz 1 &amp; Project Selection</b> Chapter 1 (63 pages) Appendix B (30 pages)
<b>Week 2</b> January 17 – January 23	Module 2	<b>Mastering 3ds Max Design - Chapter 15</b> <b>Mastering mental ray – Chapter 1</b> <u>Read book materials and complete exercises</u>	<b>Quiz 2</b> 3ds Max Design (51 pages) mental ray (28 pages)
<b>Week 3</b> January 24 – January 30	Module 3	<b>Mastering 3ds Max Design - Chapter 7</b> <b>Mastering mental ray – Chapter 3</b> <u>Read book materials and complete exercises</u>	<b>Quiz 3 &amp; Project 1 Due</b> 3ds Max Design (49 pages) mental ray (35 pages)
<b>Week 4</b> January 31 – February 6	Module 4	<b>Mastering 3ds Max Design - Chapter 8</b> <b>Mastering mental ray – Chapter 2</b> <u>Read book materials and complete exercises</u>	<b>Quiz 4</b> 3ds Max Design (68 pages) mental ray (39 pages)
<b>Week 5</b> February 7 – February 13	Module 5	<b>Mastering 3ds Max Design - Chapter 9</b> <b>Mastering mental ray – Chapter 4</b> <u>Read book materials and complete exercises</u>	<b>Quiz 5</b> 3ds Max Design (41 pages) mental ray (31 pages)
<b>Week 6</b> February 14 – February 20	Module 6	<b>Mastering 3ds Max Design - Chapter 11</b> <b>Mastering mental ray – Chapter 5</b> <u>Read book materials and complete exercises</u>	<b>Quiz 6 &amp; Project 2 Due</b> 3ds Max Design (54 pages) mental ray (51 pages)
<b>Week 7</b> February 21 – February 27	Module 7	<b>Autodesk Tutorial</b> <u>Complete exercises</u>	Exercise submittal
<b>Week 8</b> February 28 – March 6	Module 8	Study and prepare for Mid-Term Exam Take Written Exam (open book)	<b>Mid-Term Exam</b>
<b>Mid-Semester Break – No Classes (March 7<sup>th</sup> – March 13<sup>th</sup>)</b>			
<b>Week 9</b> March 14 – March 20	Module 9	<b>Mastering 3ds Max Design - Chapter 12</b> <b>Mastering mental ray – Chapter 6</b> <u>Read book materials and complete exercises</u>	<b>Quiz 7</b> 3ds Max Design (45 pages) mental ray (34 pages)
<b>Week 10</b> March 21 – March 27	Module 10	<b>Mastering 3ds Max Design - Chapter 13</b> <b>Mastering mental ray – Chapter 7</b> <u>Read book materials and complete exercises</u>	<b>Quiz 8 &amp; Project 3 Due</b> 3ds Max Design (29 pages) mental ray (18 pages)
<b>Week 11</b> March 28 – April 3	Module 11	<b>Mastering 3ds Max Design - Chapter 14</b> <b>Mastering mental ray – Chapter 8</b> <u>Read book materials and complete exercises</u>	<b>Quiz 9</b> 3ds Max Design (36 pages) mental ray (18 pages)
<b>Week 12</b> April 4 – April 10	Module 12	<b>Computer Animation Tutorials</b> <u>Complete exercises</u>	Exercises (2) submittals

Dates	Modules	Topics / Readings	Assignments Due
<b>Week 13</b> April 11 – April 17	Module 13	<b>Mastering mental ray – Chapter 9</b> <u>Read book materials and complete exercises</u>	<b>Quiz 10 &amp; Project 4 Due</b> mental ray (22 pages)
<b>Week 14</b> April 18 – April 24	Module 14	<u>Work on final project</u> <b>Mastering mental ray – Chapter 10</b> <u>Read book materials and complete exercises</u>	<b>Quiz 11</b> mental ray (26 pages)
<b>Week 15</b> April 25 – May 1	Module 15	Study and prepare for Final Exam Take Written Exam (open book)	<b>Final Exam</b>
<b>Week 16</b> <b>Partial week</b> May 2 – May 7	Module 16	Final Project – Presentation submittal End of Final Exam Week Project Due by: 12:00 midnight	<b>Final Project 5 Due</b> Bb Course Evaluation

I encourage all students to keep up with the schedule as described in this syllabus. We have a large volume of material to cover and only so much time to dedicate to the tasks at hand. It is very easy to fall behind, especially when dealing with high-end technology and 3-dimensional ideas, so time management will be an important element in this course.

### STUDENT EVALUATION

The course assignments are listed in the course schedule. Additional instructions and information about each assignment will be emailed to you and posted on Blackboard prior to the start of each week. Your grades will be calculated with the percentage and point system detailed below.

Grade Computation Criteria	Point Totals
<b>3ds Max Design &amp; Mental Ray</b> Textbook exercises and Tutorials (1.5% - each exercise submittal - 22 total)	33%
<b>3ds Max Design &amp; Mental Ray</b> Weekly Quizzes (1% for each quiz for 11 quizzes)	11%
<b>Project 1 – History and Research</b> Digital Documentation of class work	5%
<b>Project 2 – 2D Line work</b> Digital Documentation of class work	5%
<b>Project 3 – 3D model &amp; materials</b> Digital Documentation of class work	10%
<b>Project 4 – Cameras &amp; Rendering</b> Digital Documentation of class work	10%
<b>Project 5 – Final project animation</b> Digital Documentation of class work	15%
<b>Mid-Term Written Exam</b>	5%
<b>Final Written Exam</b>	5%
<b>Discussion board, evaluations, timely assignments and participation</b>	1%
<b>Total</b>	100%

Class Points	Letter Grade
96 and above	A
90 – 95	A-
87 – 89	B+
83 – 86	B
80 – 82	B-
77 – 79	C+
73 – 76	C
70 – 72	C-
61 – 69	D (Undergrad Only)
60 and below	E

### EDUCATIONAL GOALS

To learn Autodesk's 3ds Max Design requires a significant amount of time and practical application. The goal of this course is to introduce the student to the basic skills required to produce digital architectural models, rendering and animations using 3ds Max Design 2010. Also the student is exposed to a more in-depth discussion of the mental ray rendering engine for better presentation skills. The books selected are designed to take the student through a series of exercises based on real world examples. While performing the prescribed tasks the student will become familiar with the tools, specific commands and interface menus. The student will develop visualization techniques to aid in the methodology of digital architectural design and obtain an awareness of computer animation.

### EM3 - CATALOGUE DESCRIPTION

The computer as a totally integrated aid in the design, planning and management process related to architecture. Application of two-dimensional and three-dimensional computer graphic skills, and database generation and manipulation to the solution of an architectural design problem. Lect. 2 hrs., Lab 2 hrs. 3 hours credit.

### REQUIRED MATERIALS

The student is required to have a functional computer with internet connection, access to the Blackboard website, and software supported by the LTU helpdesk and the College of Architecture and Design - specifically Autodesk's 3ds Max Design 2010 for class projects and Adobe Acrobat 9 to create PDF files. Windows Movie Maker 2.6 is required for final movie presentation and can be downloaded for free at Microsoft's website under "windows media": <http://www.microsoft.com/downloads/> AutoCAD 2010 and Revit Architecture 2010 will also be helpful for minor activities. Purchase the required books for the class and a 2-button mouse with a wheel - using a track ball or sensor pad can be very inefficient when utilizing CAD programs. It may also be beneficial to have Microsoft PowerPoint and/or Adobe Photoshop for presentation purposes.

### STUDENT LEARNING OBJECTIVES / OUTCOMES

- To provide a theoretical understanding of the basic skills and principles associated with 2D and 3D visualization utilizing computer modeling, rendering and animation.
- To provide a more in depth study of the mental ray rendering engine for architectural rendering techniques.
- To have the student study a real world architectural project by a master architect via exploration and presentation.

### PREREQUISITE SKILLS

Students are to have an understanding of the skills taught in the courses EM1 (ARC 2813) and EM2 (ARC 3823) including a basic understanding of 3ds Max and an appreciation for file size and computer memory management.

### INSTRUCTIONAL METHODS AND COURSE ORGANIZATION

**Blackboard Learning Environment** – Blackboard at "my.ltu.edu" contains the syllabus, all assignments, narrated mini-lecture videos, written lecture notes, chapter questions, links to Web resources, and discussion forums. You will submit all assignments via Blackboard and are expected to participate in discussion topics as assigned. Please take time to familiarize yourself with the organization of the Blackboard site. You will want to check the site frequently for announcements reminding you of new resources and upcoming assignments.

**Student/Instructor Conversations** – Students can keep in touch with the instructor via e-mail, and Blackboard resources such as Pronto and Wimba if needed or by special request.

**Self-Assessments** – Self-assessment tools (quizzes) will help students measure their skills during the course.

**Required Reading** – Textbook chapters are to be read according to the schedule outlined in the Course Schedule.

**Assignments** – Textbook and Autodesk tutorials are required along with custom personal projects for creativity..

### CLASS POLICIES AND EXPECTATIONS

I plan to offer you a valuable learning experience and expect us to work together to achieve this goal. Here are some general expectations regarding this course:

Each student has a LTU email account. If you wish to use a different email address for this course, please **change your email address in Blackboard under "Blackboard Tools", then "Personal Information"** and send an email to me so I can store your address in my email directory. The majority of the communication for this online course will be by email so you want to make sure that you check your email often!

**On-line courses demand a great deal of reading and personal time management.** Many assignments will take more than just a couple of hours, so start early in the week and assess the amount of work required, then complete the tasks at hand. Readings, discussion forum participation, and assignments **must be** completed according to the class schedule. It is important to contact me as needed to discuss personal needs regarding course requirements and assignments.

All assignments must be submitted on schedule, via Blackboard and using Microsoft Office compatible software and/or required software. If you need to submit an assignment via email for any reason, please contact me in advance. Assignments must be completed to an adequate standard to obtain a passing grade. Requirements for each assignment will be detailed in the weekly Module instruction email, as well as posted on Blackboard.

**Be prepared to log into Blackboard at least once each day.** Please focus your online correspondence within the appropriate Blackboard discussion forums so that your colleagues can learn from you. At the end of the course, you will be invited to participate in a university evaluation of this course. Your feedback is important to the university, to LTU Online, and to me as an instructor. **Completion of this evaluation process is required.**

**It is important for you as students to know what to expect from me as your instructor:**

- I will be available to you via e-mail and will personally reply to your messages. (See Module 0 for specifics)
- Tutors are available at the [Academic Achievement Center](#) for face-to-face appointments, if necessary.
- I will maintain the Blackboard web site with current materials and will resolve any content-related problems promptly as they are reported to me.
- I will send out a weekly email update to all class members to guide upcoming work and remind you of assignment due dates.
- I will evaluate all posted assignments and may include individualized comments and suggestions located within the assignment posting. The green box signifies that it is waiting for my evaluation, a score will indicate completion.
- I will hold our personal written or verbal communications in confidence. I will not post any of your assignments for viewing by the class without requesting your approval in advance. (Submitting any project in this class becomes university property and you agree to the university's terms and conditions)
- I will treat all members of the class fairly and objectively.
- If any of these points need clarification, or should special circumstances arise that require my assistance, please contact me so that we can discuss the matter.

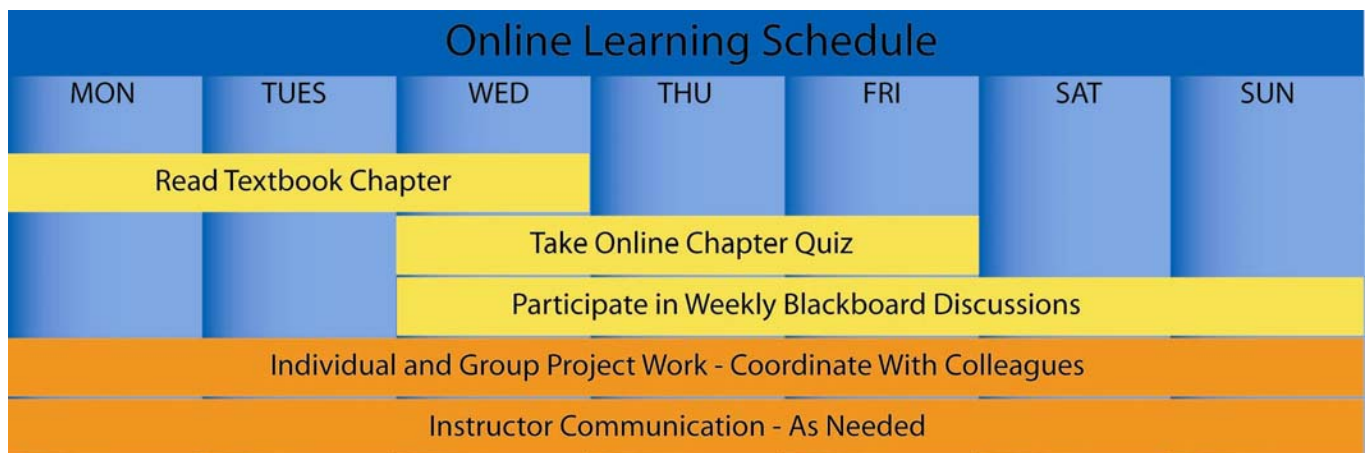
**PRACTICAL GUIDELINES FOR CLASS LOAD EXPECTATIONS**

A three-credit course generally requires **at least (9) nine hours per week** of time commitment. Here are some practical guidelines to help you schedule your time for this on-line course:

- The Fall Semester is 15 weeks (16 with finals week) and will require at least 144 hours of time commitment to successfully complete all readings, activities, assignments, and texts as described in this syllabus.
- You should reserve at least 9 hours per week to read the required textbook chapters and resources, participate in online discussions, review presentation materials, and work through online quizzes.
- You should organize your remaining time to roughly correspond with the point value of each major assignment. **Major projects could take concentrated effort before their due dates and time should be appropriated accordingly.**

These guidelines may not reflect the actual amount of outside time that you, as a unique individual with your own learning style, will need to complete the course requirements. The number of hours each week will vary based on assignment due dates, so please plan ahead to insure that you schedule your academic, work, and personal time effectively.

The following graphic can be used to guide you in planning your weekly course work to remain on schedule:



## ASSIGNMENT DETAILS

Course assignments and evaluation criteria are detailed below. Please review these requirements carefully. See the section: Academic Resources / Assessment Guidelines for information about assessment of written and oral presentations.

Details for all assignments are shown below. Please note that Blackboard has been updated and the “Digital Drop Box” does not exist anymore. All assignments are submitted using the Blackboard “Assignments” or “SafeAssign” function. Some assignments are also posted to the Blackboard Discussion Forum for student comments.

Please make sure **when submitting assignments** that you actually click the **submit button** and not just the save button. You will know an assignment has been submitted successfully when you see a green box (with a check mark) appear in that assignment category when viewing the MyGrades area on Blackboard.

## Assignments

### TEXTBOOK WORK

Refer to the “Course Schedule” for the required readings and correct chapters to be discussed. Not all chapters will be covered. The procedural requirements for completing and submitting textbook work will be stated in the weekly class assignments and on Blackboard. The written criteria will have to be adhered to when submitting work and will be found in the “Theory” folder for that particular week.

### CHAPTER QUESTIONS

The procedural requirements for completing and submitting chapter questions will be stated in the weekly class assignments on Blackboard. The written criteria will have to be adhered to when submitting work and will be found in the “Theory” folder for that particular week. The actual required quiz to be taken will be found in the “Practice” folder for that particular week.

### LATE ASSIGNMENTS

Posting a late assignment will result in a grade reduction of 20% for that assignment. Once an assignment is late, it's late, so whether you turn it in one day or a month late, the same reduction will apply. The point is to turn in completed work. No assignment will be accepted after the last day of class - Friday, December 17, 2010. It will behoove the student to keep pace with the schedule. **Each module will expire and disappear when the next module is posted.** There will be a separate module for late assignments, if needed.

### ASSIGNMENT SUBMISSIONS

Each week a module will be posted on Blackboard with all of the required information to be completed. Read all materials on Blackboard and in textbooks. **I will be using the 3ds Max Design “history” feature to make sure that students are submitting their own work. This tool allows me to view, by student initials and number, who worked on a file and when. If it is found that a student is submitting files worked on or belonging to someone else, that student will be reported to the university and be subject to the consequences deemed appropriate.**

## Tests, Exams, and Online Participation

### Midterm and Final Exams

The Midterm and Final Exams will both be open book exams deployed via blackboard in order to evaluate the student's basic understanding of the material covered in the textbooks. The written exams will be formatted with multiple choice, true/false, matching and graphic hot spot type questions.

### Quizzes

Quizzes will be posted per the “Course Schedule” above and **will be accessible while the module is open.** Please be aware that each week's module will be posted from Monday at 12:10am till Sunday at 11:55pm. **The previous module will disappear when the next module is posted.** Special permission or a doctor's note will be required for any make-up quiz or exam. Quizzes will be open book and timed. They will be located in the “Practice” folder in its corresponding module. If you have computer trouble during a quiz and it locks you out or ends abruptly, then email me and I can re-set the quiz. This must be done prior to the module expiration time.

## **SYLLABUS ADDENDA**

Please see the LTU Online “Current Students” web site <http://www.ltu.edu/ltuonline/> for comprehensive information about Lawrence Tech’s academic services, library services, student services, and academic integrity standards. The content of this web site is explicitly included as syllabus requirements.

The LTU Online “Current Students” web site also includes grading rubrics used by your instructor to evaluate written assignments, discussion forum participation, and group assignments. Please note that the SafeAssign anti-plagiarism product will be used for written assignments submitted for this course. Please see the instructions included on the LTU Online web site regarding the use of the SafeAssign product.

### **LTU Academic Honor Code:**

Academic integrity and honesty are basic core values of Lawrence Technological University. In carrying out its academic mission, Lawrence Technological University, like all universities, depends on the honesty and integrity of its faculty, staff, and students, and for this reason every member of the Lawrence Technological University community is charged with upholding the Academic Honor Code. Actions that breach the Code erode the trust of those who look to universities for honest evaluations of academic work arrived at through honest processes. Violations may also cause individual harm in that reports of performance made to post-graduate schools, professional societies, and employers would inaccurately represent a student’s progress. Lawrence Technological University is committed to creating an academic community that values both individual and collaborative efforts that promote learning and discovery. Such a community expects honesty and integrity in the work of all its members. The Academic Honor Code speaks to the work of individual students within the community. It should not be construed as arguing against the important collaborations that also occur among students on campus.

Students, faculty, and staff are expected to follow established standards of academic integrity and honesty. Academic misconduct entails dishonesty or deception in fulfilling academic requirements and includes but is not limited to cheating, plagiarism, or the furnishing of false information to the University or a University affiliate in matters related to academics. An affiliate of the University is any person, organization, or company who works in conjunction with Lawrence Technological University for the purposes of assisting students in fulfilling their academic requirements. It is therefore this institution’s stated policy that no form of dishonesty among its faculty or students will be tolerated. Although all members of the University community have an obligation to report occurrences of dishonesty, each individual is principally responsible for his or her own conduct.

Full text of the LTU Academic Honor code can be found at: [http://www.ltu.edu/currentstudents/honor\\_code.asp](http://www.ltu.edu/currentstudents/honor_code.asp)

### **Plagiarism:**

From Lawrence Institute of Technology Catalog, pg 17:

“Academic dishonesty includes plagiarism, cheating, forgery, or other acts that deceive or defraud in regard to a student’s own academic work or that of others. Questions of academic dishonesty are reviewed by the Dean of the School responsible for the courses in which they occur. When necessary, cases of academic dishonesty may be referred to the Student Discipline Committee. The usual penalty for academic dishonesty is failure in the course on the first offense and expulsion from the College on the second offense.”

-- Full text adapted from the LTU College of Arts & Science documents. More information and full text is located at: [http://www.ltu.edu/arts\\_sciences/humanities\\_ss\\_comm/plagiarism.asp](http://www.ltu.edu/arts_sciences/humanities_ss_comm/plagiarism.asp)

### **Retention of Student Work:**

As noted in the University’s undergraduate catalog, “all two and three dimensional drawings, as well as reports and other written studies submitted in satisfaction of any required or elective courses become the property of the University. When such work is kept, arrangements will be made for the student to receive suitable photographic copies as a record of his or her design work.” Exemplary examples of student work may be retained for Open House, for accreditation visits, for Honors exhibitions, or as examples for future classes.