

ATEC 4370-003 Character Design

Credit Hours: 3

Time: Thursday 11.30am – 2.15 pm

Room: ATEC 1.102

Instructor: Ms. Chitra Shriram

Phone: 281 685 9846

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Course Pre-requisites: Upper Division Standing

Course Description:

Each weekly 3 hour class will include a combination of lecture, film viewings, discussions and studio revolving around a particular topic.

Student Learning Objectives/Outcomes

Proficiency in the theory and practice of designing fictional characters for various contexts: film, broadcast, games, comics.

Required Textbook

Exploring Character Design by Kevin Hedgpeth & Stephen Missal

Suggested Course Materials

A list of required art materials will be provided on the first day of class

The topics and timelines outlined in the course calendar are subject to change at the discretion of the Instructor. Updated versions will be provided when needed.

Course Calendar – Character Design Fall 2007 ATEC 4370.003

Aug 16	Aug 23	Aug 30	Sep 6	Sep 13	Sep 20
Intro to the course What is Character Design?	The Character Design Process <u>Studio I</u> Exploring line & shapes HW: Ch 3	Character Concept & Creation <u>Studio II</u> Exploring mass & proportions HW: Ch 4	Body language & motion <u>Studio III</u> Gesture Drawing HW Ch 9	Human and non-human anatomy <u>Studio IV</u> Structural drawing HW: Ch 8	Expression & Emotion <u>Studio V</u> Expressive drawing HW: Ch 7
Sep 27	Oct 4	Oct 11	Oct 18	Oct 25	Nov 1
MID TERM EXAM Assign 1 due Review Assign 1	Synthesis <u>Studio VI</u> Model Sheet HW: Ch 5	Color / Styles <u>Studio VII</u> Color Studies Rendering Treatments HW: Ch 6	Cultures <u>Studio VIII</u> Context Sensitive Adaptation HW: TBD	Scope / Technology <u>Studio IX</u> Cross Platform Adaptation HW: TBD	Presentation Techniques <u>Studio X</u> Assign 3 Assign 2 due HW: TBD
Nov 8	Nov 15	Nov 22	Nov 29		
Review Assign 2 <u>Studio XI</u> Assign 3 HW: Review	Review Assign 2 <u>Studio XII</u> Assign 3 HW: Review	THANKS-GIVING HOLIDAY	FINAL EXAM Assign 3 due		

Grading Policy & Scale

Assignment 1 - 20% Midterm Exam - 15 %
 Assignment 2 - 20% Final Exam - 15 %
 Assignment 3 - 20% Class Citizenship - 10%

A 91-100 Excellent; B 81- 90 Above Average; C 71-80 Average;
 D 61-70 Poor; F 00-60 Failing

Course & Instructor Policies

- No late assignments accepted.
- Exams cannot be rescheduled
- Students must strictly adhere to the presentation dates of their in-progress assignments as providing timely critique is essential to their success and that of the class as a whole.
- Students are responsible for regularly checking their UTD email for communications from the instructor as well as for being thoroughly familiar with the content of the class website at all times.
- Students are responsible for making backup copies of their work before submitting originals.

Student Conduct & Discipline

The University of Texas System and The University of Texas at Dallas have rules and regulations for the orderly and efficient conduct of their business. It is the responsibility of each student and each student organization to be knowledgeable about the rules and regulations which govern student conduct and activities. General information on student conduct and discipline is contained in the UTD publication, *A to Z Guide*, which is provided to all registered students each academic year.

The University of Texas at Dallas administers student discipline within the procedures of recognized and established due process. Procedures are defined and described in the *Rules and Regulations, Board of Regents, The University of Texas System, Part 1, Chapter VI, Section 3*, and in Title V, Rules on Student Services and Activities of the university's *Handbook of Operating Procedures*. Copies of these rules and regulations are available to students in the Office of the Dean of Students, where staff members are available to assist students in interpreting the rules and regulations (SU 1.602, 972/883-6391).

A student at the university neither loses the rights nor escapes the responsibilities of citizenship. He or she is expected to obey federal, state, and local laws as well as the Regents' Rules, university regulations, and administrative rules. Students are subject to discipline for violating the standards of conduct whether such conduct takes place on or off campus, or whether civil or criminal penalties are also imposed for such conduct.

Academic Integrity

The faculty expects from its students a high level of responsibility and academic honesty. Because the value of an academic degree depends upon the absolute integrity of the work done by the student for that degree, it is imperative that a student demonstrate a high standard of individual honor in his or her scholastic work.

Scholastic dishonesty includes, but is not limited to, statements, acts or omissions related to applications for enrollment or the award of a degree, and/or the submission as one's own work or material that is not one's own. As a general rule, scholastic dishonesty involves one of the following acts: cheating, plagiarism, collusion and/or falsifying academic records. Students suspected of academic dishonesty are subject to disciplinary proceedings.

Plagiarism: When a student submits a work created by someone else as his/her work, it will be reported to the Judicial Affairs Office and dealt with under the university's policy on plagiarism. Read Student Conduct and Discipline below for more details.

Note that copying writing or any other type of work by someone else and submitting it as own

work is plagiarism. Types of work subjected to plagiarism include but are not limited: writing, drawing, photography, story idea, script, storyboards, sound, texture, lighting design, 3D model, animation, level design, scripting, and programming.

A failing course grade will be recommended by the instructor to the Judicial Affairs Office as one of the possible penalties. Heavier penalties will be given to a repeated offender by the University.

Even if a plagiarism committed in this semester is not discovered within the semester it will be reported to the Judicial Affairs Office when it is discovered in one of the following semesters. Possible penalties include replacing a passing course grade previously recorded with a failing grade.

An individual who is not currently enrolled as a university student remains subject to the disciplinary process for conduct that occurred during any period of enrollment. Thus, students will be accountable for plagiarism and other misconduct even after graduation.

Class Attendance: All students are required to be on time and in attendance for each and every class. Attendance is taken at the beginning of each class. If you arrive at the classroom after the day's attendance is taken, it is your responsibility to let the instructor know of your arrival. If you are not present in the classroom when the attendance is taken and if you fail to let the instructor know of your late arrival within the first 30 minutes of the class period, you will be considered to be absent for the day.

Arriving at the classroom after attendance is taken is considered as tardy. Arriving at the classroom more than 30 minutes late is considered as absent.

Two (2) absences are allowed as personal or sick leave for this semester. Students will receive one letter grade reduction for three (3) absences. Students who accumulate four (4) absences or more should consider withdrawing since four (4) absences will result in a failing grade ("F") for the course.

Two tardies will be counted as one (1) absence. Every additional tardy will be counted as one (1) absence.

Falsifying attendance is a violation of the UTD standards of conduct. If a student who attends a class falsifies the attendance of another student who is absent, both students will receive failing grades ("F") for the course and their collusion will be reported to the Judicial Affairs Office. As the result, the students may receive academic penalties, in addition to receiving failing grades. Read Student Conduct and Discipline below for more details.

Students may leave early with instructor's permission; however, such occurrences should be very infrequent. If a student leaves before the class is dismissed without the instructor's permission, the student will be considered to be absent for the day.

Students who miss class, with or without school approved excused absence(s), are responsible for all class work and materials covered during their absences.

To receive approval for excused absences (for reasons such as illness or family emergencies) written document must be submitted. See the graduate/undergraduate advisor for more information.

Email Use

The University of Texas at Dallas recognizes the value and efficiency of communication between faculty/staff and students through electronic mail. At the same time, email raises some issues concerning security and the identity of each individual in an email exchange. The university encourages all official student email correspondence be sent only to a student's U.T. Dallas email address and that faculty and staff consider email from students official only if it originates from a UTD student account. This allows the university to maintain a high degree of confidence in the identity of all individual corresponding and the security of the transmitted information. UTD furnishes each student with a free email account that is to be used in all communication with university personnel. The Department of Information Resources at U.T. Dallas provides a method for students to have their U.T. Dallas mail forwarded to other accounts.

Withdrawal from Class

The administration of this institution has set deadlines for withdrawal of any college-level courses. These dates and times are published in that semester's course catalog. Administration procedures must be followed. It is the student's responsibility to handle withdrawal requirements from any class. In other words, I cannot drop or withdraw any student. You must do the proper paperwork to ensure that you will not receive a final grade of "F" in a course if you choose not to attend the class once you are enrolled.

Student Grievance Procedures

Procedures for student grievances are found in Title V, Rules on Student Services and Activities, of the university's Handbook of Operating Procedures.

In attempting to resolve any student grievance regarding grades, evaluations, or other fulfillments of academic responsibility, it is the obligation of the student first to make a serious effort to resolve the matter with the instructor, supervisor, administrator, or committee with whom the grievance originates (hereafter called "the respondent"). Individual faculty members retain primary responsibility for assigning grades and evaluations. If the matter cannot be resolved at that level, the grievance must be submitted in writing to the respondent with a copy of the respondent's School Dean. If the matter is not resolved by the written response provided by the respondent, the student may submit a written appeal to the School Dean. If the grievance is not resolved by the School Dean's decision, the student may make a written appeal to the Dean of Graduate or Undergraduate Education, and the dean will appoint and convene an Academic Appeals Panel. The decision of the Academic Appeals Panel is final. The results of the academic appeals process will be distributed to all involved parties.

Copies of these rules and regulations are available to students in the Office of the Dean of Students, where staff members are available to assist students in interpreting the rules and regulations.

Incomplete Grade Policy

As per university policy, incomplete grades will be granted only for work unavoidably missed at the semester's end and only if 70% of the course work has been completed. An incomplete grade must be resolved within eight (8) weeks from the first day of the subsequent long semester. If the required work to complete the course and to remove the incomplete grade is not submitted by the specified deadline, the incomplete grade is changed automatically to a grade of F.

Disability Services

The goal of Disability Services is to provide students with disabilities educational opportunities equal to those of their non-disabled peers. Disability Services is located in room 1.610 in the Student Union. Office hours are Monday and Thursday, 8:30 a.m. to 6:30 p.m.; Tuesday and Wednesday, 8:30 a.m. to 7:30 p.m.; and Friday, 8:30 a.m. to 5:30 p.m. The contact information for the Office of Disability Services is:

The University of Texas at Dallas, SU 22
PO Box 830688
Richardson, Texas 75083-0688
(972) 883-2098 (voice or TTY)

Essentially, the law requires that colleges and universities make those reasonable adjustments necessary to eliminate discrimination on the basis of disability. For example, it may be necessary to remove classroom prohibitions against tape recorders or animals (in the case of dog guides) for students who are blind. Occasionally an assignment requirement may be substituted (for example, a research paper versus an oral presentation for a student who is hearing impaired). Classes enrolled students with mobility impairments may have to be rescheduled in accessible facilities. The college or university may need to provide special services such as registration, note-taking, or mobility assistance.

It is the student's responsibility to notify his or her professors of the need for such an accommodation. Disability Services provides students with letters to present to faculty members to verify that the student has a disability and needs accommodations. Individuals requiring special accommodation should contact the professor after class or during office hours.

Religious Holy Days

The University of Texas at Dallas will excuse a student from class or other required activities for the travel to and observance of a religious holy day for a religion whose places of worship are exempt from property tax under Section 11.20, Tax Code, Texas Code Annotated.

The student is encouraged to notify the instructor or activity sponsor as soon as possible regarding the absence, preferably in advance of the assignment. The student, so excused, will be allowed to take the exam or complete the assignment within a reasonable time after the absence: a period equal to the length of the absence, up to a maximum of one week. A student who notifies the instructor and completes any missed exam or assignment may not be penalized for the absence. A student who fails to complete the exam or assignment within the prescribed period may receive a failing grade for that exam or assignment.

If a student or an instructor disagrees about the nature of the absence [i.e., for the purpose of observing a religious holy day] or if there is similar disagreement about whether the student has been given a reasonable time to complete any missed assignments or examinations, either the student or the instructor may request a ruling from the chief executive officer of the institution, or his or her designee. The chief executive officer or designee must take into account the legislative intent of TEC 51.911(b), and the student and instructor will abide by the decision of the chief executive officer or designee.

Off-Campus Instruction and Course Activities

Off-campus, out-of-state, and foreign instruction and activities are subject to state law and University policies and procedures regarding travel and risk-related activities. Information regarding these rules and regulations may be found at the website address given below. Additional information is available from the office of the school dean.
(http://www.utdallas.edu/Business_Affairs/Travel_Risk_Activities.htm)

