

## **ADVANCED PROCESSES - ART 464 801** Casey McGarr

### **SYLLABUS**

---

#### **EMAIL**

casey.mcgarr@tamuc.edu

*E-mail should be used for brief verbal communications only.*

*If your e-mail is longer than 55 words, I suggest some face-time.*

#### **Office Hours** (by email confirmation)

Monday 1:30–2:30

Wednesday 10:00–11:00

214.752.9050 Office #327

#### **CLASS INFORMATION**

Credit hours: 4.0

Meeting times: Monday 6:30 p.m. till 10:30 p.m.

Meeting location: Studio 204, 204 S. East Street, Arlington, TX 76010

#### **SUGGESTED TEXT BOOKS AND RESOURCES**

- The Penland Book Of Handmade Books, Lark Books
- The Book As Art, Krystyna Wasserman
- 500 Handmade Books, Lark Books
- Abc3d, Marion Baraille
- The Elements Of Pop-Up, David Carter & James Diaz
- Bookcraft: Techniques For Binding, Folding, And Decorating To Create Books And More, Heather Weston
- Re-Bound: Creating Handmade Books From Recycled And Repurposed Materials, Jeannine Stein
- Bookbinding For Book Artists, Keith A. Smith
- Non-Adhesive Binding Books Without Paste Or Glue, Keith A. Smith
- Books, Boxes & Portfolios: Binding, Construct And Design, Step-By-Step, Franz Zeier
- Eco Books: Inventive Projects From The Recycling Bin, Terry Taylor
- Playing With Books: The Art Of Upcycling, Deconstructing, And Reimagining The Book, Jason Thompson
- Magic Books & Paper Toys: Flip Books, E-Z Pop-Ups & Other Paper Playthings To Amaze & Delight, Esther K. Smith

#### **RESOURCES**

- Asel Art, 214-871-2425, 2701 Cedar Springs Rd., Dallas , Tx 75201
- Asel Art817-274-8282, 827 Oram St., Arlington, Tx 76010
- Dickblick.Com
- Hollanders.Com
- Talasonline.Com
- Paper Arts, 214- 828-9494, 118 N Peak St, Dallas, Tx 75226
- Rock Barrell, 13650 T I Blvd # 104, Dallas, Tx 75243-1571, (972) 231-4809

#### **COURSE DESCRIPTION**

This course will introduce and focus on creative methodologies and process utilizing both team and individual problem solving. Course From Gutenberg to Tom Clancey, the packaging of ideas begins with the book. The course will give you the foundation for advanced processes through bookbinding addressing both commercial and traditional techniques. It is a hands on working process which is the best way to learn and practice various fabrication techniques. The skill set will then be applied to practical applications such as packaging, direct mail, brochure and promotional design projects with intent of developing industry knowledge and self marketing materials. Advanced process will give each student the skills necessary to build unique portfolio pieces and package their work in preparation for seeking a job in the industry. In addition, this course will provide the knowledge and language to design and direct commercial printing and fabrication work. Studio instruction for the use of equipment includes letterpress, foil stamping and finishing techniques and tools.

#### **COURSE OBJECTIVES**

1. Learn the basic foundations, anatomy, vocabulary and techniques for advance processes
2. Become familiar with the tools, materials and equipment including letterpress printing.
3. Develop and demonstrate the hand skills needed to construct multiple 3-D projects
4. Explore practical applications packaging, direct mail, brochure and promotional design projects.
5. Refine and produce final portfolio projects utilizing multiple techniques from assignments.

## ADVANCED PROCESSES - ART 464 801 Casey McGarr

### SYLLABUS

---

#### ABSENCE POLICY

- You may be absent from class twice.
- On your first absence you will receive an e-mail warning from your instructor and it will be copied to Lee Whitmarsh and filed.
- On your second absence you will receive an e-mail from your instructor and a phone call or email from Lee Whitmarsh, both filed.
- On your third absence you will receive an F in the class. If you wish to drop the class you will receive a drop/fail.
- Two tardies of 20 minutes or more equals an absence.
- A tardy of 60 minutes equals one absence.
- If a student is OVER 10 MINUTES late for the final, a full grade will be deducted from his or her final grade. If a student does not show up for the final they automatically fail the class.

#### CLASS POLICY

1. Cell-phones, head-phones, beepers or other PDA devices may not be turned on or used in class at any time.
2. Computers may not be used in class without the permission of the instructor.
3. No eating in class, eat lunch before coming to class or at break time.

#### WHAT TO BRING TO CLASS

- Bone Folder
- Small Sharp Scissors
- Teflon Folder
- Metal Ruler - 16"
- Mechanical Pencil
- Small Awl
- English Sewing Needle
- 4 Rubber Covered Clips (2" Capacity)
- Mars White Eraser
- Sandpaper 220 & 180 Grit
- Press Boards
- 2 - Book Weights (Antique Irons)
- Watercolor Paper Pad 12 X 18
- Olfa Cutter, Model A Plus Extra Blades
- Cutting Mat - 12" X 18"
- 1 Each - Handmade Paper And Book Cloth 12 X 18
- Tool Box
- 2 Wooden Paint Stirring Sticks
- Brushes - 1 1/2", 1" And 1/2"
- Bees Wax (Small Square)
- Bookbinding Super
- Hinge Cloth (Fedex Envelopes)
- Glue Jar
- Textbook -Bookcraft By Heather Weston



#### ASSIGNMENTS (subject to change based upon the needs and progress of the class)

- |                                   |     |
|-----------------------------------|-----|
| 1. The Anatomy of the Book        | 15% |
| 2. Pamphlet Book                  | 15% |
| 3. French Link Book               | 15% |
| 4. Case Bound Book                | 15% |
| 5. Concertina, Flag, Tunnel Books | 15% |
| 6. Weekly homework                | 10% |
| 7. Participation Grade            | 15% |

#### GRADING SCALE

- A** 90 to 100 points: Excellent (superior effort and results above and beyond)  
**B** 80 to 89 points: Good (significant effort and hard work)  
**C** 70 to 79 points: Average (minimal class requirements met)  
**D** 60 to 69 points: Below Average (below class average expectations)  
**F** 50 to 59 points: Poor (inferior work and attitude) Credit hours: 4.0

## **ADVANCED PROCESSES - ART 464 801** *Casey McGarr*

### **SYLLABUS**

---

#### **GRADE EVALUATION**

Your final grade will be based on an average of all assignments, attendance and an participation grade. The participation grade is based on: dedication to methodology application, conceptual thinking ability, daily class involvement and contributions to your classmates, as well as both a desire and capacity to show progress and meet deadlines. Grades will be discussed on an individual basis by office appointment only—not in class. Note: Violations of class policy with respect to cell-phones, head-phones, or other PDAs as well as unauthorized computer use in class with result in a one-point deduction from the current assignment.

#### **WORDS TO-THE-WISE**

Show up, be committed in your work, and immerse yourself in the process. It's your show.

#### **DO NOT FALL BEHIND**

#### **ACADEMIC CALENDAR**

- January 14, 2013, First Class Day
- January 21, 2013, MLK Holiday University Closed Last Day to Withdraw at 100% for Spring
- March 11-15, 2013, Spring Break Begins Midterm Grading for Spring Closes
- May 3, 2013, Last Class Day
- May 6-10, 2013, Finals Week Begins

#### **ACADEMIC INTEGRITY AND PLAGIARISM**

Texas A&M University-Commerce does not tolerate plagiarism and other forms of academic dishonesty. Conduct that violates generally accepted standards of academic honesty is defined as academic dishonesty. "Academic dishonesty" includes, but is not limited to, plagiarism (the appropriation or stealing of the ideas or words of another and passing them off as one's own), cheating on exams or other course assignments, collusion (the unauthorized collaboration with others in preparing course assignments), and abuse (destruction, defacing, or removal) of resource material.

#### **STATEMENT ON ACCOMMODATIONS FOR ADA ELIGIBLE STUDENTS:**

The Americans with Disabilities Act (ADA) is a federal anti-discrimination statute that provides comprehensive civil rights protection for persons with disabilities. Among other things, this legislation requires that all students with disabilities be guaranteed a learning environment that provides for reasonable accommodation of their disabilities. If you have a disability requiring an accommodation, please contact:

**Office of Student Disability Resources and Services**  
**Texas A&M University-Commerce**  
Gee Library, Room 132  
Phone (903) 886-5150 or (903) 886-5835  
Fax (903) 468-8148  
StudentDisabilityServices@tamuc.edu

#### **STATEMENT ON STUDENT BEHAVIOR:**

All students enrolled at the University shall follow the tenet of common decency and acceptable behavior conducive to a positive learning environment. (See Student's Guide Handbook, Policies and Procedures, Conduct)

All students must show respect toward the instructor and the instructor's syllabus, presentations, assignments, and point of view. Students should respect each others' differences. If the instructor determines that a student is not being respectful towards other students or the instructor, it is the instructor's prerogative to ask the student to leave, to refer the student to the department head, and to consider referring the student to the Dean of Students who may consider requiring the student to drop the course. Please refer to pages 42 – 46 of the Texas A&M University-commerce Student guidebook's Codes of Conduct for details.

#### **STUDENT CONDUCT/CITIZENSHIP**

All students enrolled at the University shall follow the tenets of common decency and acceptable behavior conducive to a positive learning environment. (See Code of Student Conduct from Student Guide Handbook). Students are expected, at all times, to recognize constituted authority, to conform to the ordinary rules of good conduct, to be truthful, to respect the rights of others, to protect private and public property, and to make the best use of their time and effort toward the educational process.