Interactive Arts and Media, Columbia College Chicago
916 S. Wabash Ave. Suite 101, Chicago IL, iam.colum.edu, Phone: (312) 369 7750, Fax: 312-369-8084

Important Dates (Spring 2021)

Spring Semester 2021

January session begins	Monday, January 4
Martin Luther King, Jr. Day holiday	Monday, January 18
15-week semester begins	Monday, January 25
Add deadline, 15-week semester	Monday, February 1
Drop deadline, 15-week semester	Monday, February 8
Withdrawal deadline, 15-week semester	Friday, March 26
Making Week (no classes)	Monday, May 3 – Saturday, May 8
Semester ends	Friday, May 14
Commencement exercises (no classes)	Saturday, May 15 and Sunday, May 16

Please see the Registrar website for a complete listing of add, drop, and withdrawal deadlines particular to the session in which your course is taught: https://www.colum.edu/columbia-central/where-to-start/semester-dates-deadlines

Grading Policies, Information, and Academic Conduct

Assignments and Projects

Assignments and Projects are to be submitted via Canvas, or by the process indicated by the instructor, **prior to the start of the class they are due**.

- If you do not submit the assignment at the time it is due, your grade on that assignment will be reduced as follows: 10% of your final grade on the assignment, per day.
- **No assignment will be accepted over 1 week late.**
- **No assignments will be accepted after the last class session of the semester ends.**
- Problems with computers (printers or emails) do not suffice as explanation for late assignments.

The instructor is the final arbiter of all grades for the class. Posted grades (i.e., on Canvas) **do not necessarily reflect the final grade** you will receive in the class. Confirm your academic progress in the course with your instructor.

Grade Requirements for Major or Major Prerequisite

You are **required to finish with a "C" grade or better** if this class is required for your Major or is a prerequisite for a class required by your major. If you do not, you must take this class again and cannot advance to the next required class. **A C- does not fulfill the requirement**.

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Grade Challenges

A student has the right to appeal academic decisions that affect his or her record at Columbia related to grade changes, attendance penalties, and incomplete grades. See: http://catalog.colum.edu/content.php?catoid=15&navoid=4531

There is a limited amount of time after grades are posted that a grade can be appealed. Please consult the Academic Grievances sub-section of the Undergraduate Academic Policies section of the Columbia College Chicago Course Catalog available at catalog.colum.edu for information on the required process.

The **only** final grades given in this class are:

Performance	Description	Grade
Excellent	The student has exceeded the high expectations of the course (excellent effort and products).	A, A-, B+
Good	The student has met the high expectations of the course (good effort and products).	B, B-, C+
Satisfactory	Acceptable achievement. The student has shown some effort and is showing growth, but is not meeting the high expectations of the course.	C
Poor	Minimal achievement (The student has not met the requirements of the class and must repeat the course, if required by their Major.)	C-, D
Failure	Inadequate achievement (The course must be repeated.)	F
Incomplete	See section on Incomplete Grades.	Inc.

Incomplete Grade

An Incomplete Grade (I) can only be issued for an undergraduate student who has met the following criteria:

- The student has successfully completed all course requirements to date but is faced with unexpected circumstances during the final weeks of the semester resulting in the inability to complete course requirements by the end of the semester.
- The student must have, in the instructor's estimation, the ability to complete missed course requirements outside of class and by the end of the eighth week of the following semester.

The instructor must agree to evaluate the student's work and replace the Incomplete grade before the end of the following semester.

An agreement specifying work to be completed and a due date must be signed by both instructor and student and approved by the Department Chair. For more information, see the college's catalog at catalog.colum.edu.

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Email

All students receive a school email address. **This is the only email that instructors can use to contact you about assignments, scheduling, or other classroom issues.**

It is your responsibility to check this email regularly for information. You can access your school email via the MyColumbia portal (my.colum.edu). We recommend that you either check that email daily or forward it to an email account that you do check daily.

Time and Work Expectation

For each course you take in college, there is a work expectation that is dictated in part by the school's accreditation. For Columbia College Chicago, the expectation is that for each one credit hour of class time, students will perform two hours of outside work.

For a three-credit hour class that meets each week for 15 weeks, that equals six hours of homework + three hours of class time a week (9 hours per week per class or 135 hours over the 15 week semester).

If you take 15 credits a semester, you are expected to spend at least 45 hours a week on school work (15 hours in class and 30 hours of homework). Attending school full time is about the same as working a 40 hour a week job.

Keep up with coursework. If you fall behind, it can be hard to catch up.

Mandatory Attendance Policy Statement

Students are required to attend synchronized class sessions regularly (whether online or in-person).

- Failure to attend class in the first two weeks of the term will negatively impact financial aid.
  - If your professor reports that you failed to attend and participate in class during the add/drop period, a grade of NS (no-show) will be entered (you will still be charged tuition and fees).
  - For more information on non-attendance please visit the Student Financial Services website https://www.colum.edu/student-financial-services/index.html.
- IAM departmental policy is that a student fails a course upon a third unexcused absence.
- Students are expected to be present at course sessions by the indicated start time, prepared for class.
- Two late arrivals equal one absence. More than one-half hour late is considered an unexcused absence.
- Students leaving a class session early are considered late for time missed.

Asynchronous online courses have participation requirements. Your instructor will provide you with details.

Students are expected to maintain communication with their instructor regarding their presence in class.

- Maintaining communication with an instructor may allow the option of marking an absence as excused, rather than unexcused, at their discretion.
- All communication regarding an absence or lateness should occur before the session in question. Contact information for the instructor is in this syllabus.

Contact your college advisor if you have a medical and other emergency leave of absence.

An absent student is still responsible for turning in all required assignments on time, unless a prior arrangement is made with the instructor. The instructor may, at his or her discretion, require make-up work or assignments in the place of missed class work.

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Academic Progress Report (APR)

During week 6 of fall and spring terms, Columbia College Chicago measures the academic progress of all undergraduate students.

The academic progress report provides a sense of your performance at a specific point in time. For each course in which you are enrolled, your instructor will assign you one of the following academic progress reports:

- *Exceeds basic expectations:* Demonstrating performance at a very high level in the course, typically shown as consistent attendance, earning high grades on assignments and displaying a deep engagement with course content.
- *Meets basic expectations:* Demonstrating behavior proven to produce success in college, such as consistent attendance, class participation, and on-time completion of assignments.
- *Does not meet basic expectations:* Demonstrating behaviors known to put students at risk for failure, such as excessive absences, lack of class participation, and missed or incomplete assignments.

While the academic progress report is not a final grade and will not affect your grade point average, it is a valuable indicator of your performance in the course to date. Columbia College Chicago is committed to your success, and this process is important to understand your progress towards that success.

If you are not meeting basic expectations, you will receive this progress report via email and you are strongly encouraged to discuss course expectations with your instructor(s).

Academic Conduct

The school expects students to treat each other, faculty, and staff with respect, and in line with Columbia College Chicago's Student Code of Conduct (catalog.colum.edu).

Harassment of any kind is forbidden, as is exposing students or faculty to material and images that might be considered offensive.

Undergraduate Academic Policies

All Columbia College Chicago undergraduate academic policies are available in the catalog:
http://catalog.colum.edu/content.php?catoid=15&navoid=4531

Student Course Evaluations

Evaluations are available during weeks 12-14 of a 15-semester session. Please evaluate your course. Your feedback helps the department improve.

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Academic Integrity Policy

All work submitted in this course for academic credit must be your own original work, the original work of the group of students cooperating in a project (and appropriate credit given), and/or adhere to all relevant copyright and intellectual property ownership laws.

You are responsible for your own work, and while consultation and discussion of course topics with other students is encouraged, **submitting another's work as one's own - in whole or in part - will result in a failing grade** for the assignment, and potentially for the course. Additional penalty for violation of this policy could include disciplinary action at the discretion of the instructor, the department, or Columbia College Chicago.

Excerpts from the college's Academic Integrity Policy (catalog.colum.edu):

Academic integrity is giving credit to the ideas, research, and creations of others; and part of one's education is learning how to give this credit. Every area of creative endeavor requires some form of acknowledgement of sources. The full policy is at:
http://catalog.colum.edu/content.php?catoid=15&navoid=4529

- **Plagiarism** is copying another person's work and presenting it as one's own. **Sources must be acknowledged** in a manner appropriate to the discipline when images, composition, or conceptions are copied, even when the appropriated material is reconfigured to make a new meaning.
- **Students should not assume that recycling of assignments is acceptable**. Disclose intention to reuse or rework material at the outset of the project to be sure you have the faculty member's approval.
- **Cheating: Assignments and examinations should be the products of the student's own efforts.** Cheating includes, but is not limited to, the use of unauthorized materials for examinations or assignments, unauthorized assistance from other people, and papers from commercial companies or the Internet. Students should assume, unless told otherwise, that examinations and assignments should be completed without the use of books, notes, or conversation with others; however, individual faculty members may authorize certain types of materials or collaborations for specific assignments. Students should therefore follow the expectations of their instructor regarding the use of materials for their assignments.
- **Facilitation:** Facilitation occurs when a student knowingly allows his/her work to be used by another student or otherwise aids another student in a violation of academic integrity. **Students who facilitate the dishonesty of others have violated academic integrity even though they may not themselves benefit from the act.**

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Interactive Arts and Media Department Resources and Policies

IAM Open Studio Lab, Animation Studio, and Equipment Cave

- The IAM department has several open studio and lab spaces, including areas dedicated to animation, physical computing, and XR (VR/AR).
- General Open Studio Lab: 916 South Wabash, room 122 (http://imamp.colum.edu/mediawiki/index.php/RM_122)
- For additional studio and lab space availability, see iam.colum.edu.

IAM Tutors

- Online at IAM Community (in Microsoft Teams)
- Tutor schedules are posted after the second week of the semester at https://iam.colum.edu/iamwp/tutors/. To book an appointment, either by specialty or by tutor, please visit IAM's Microsoft Bookings Calendar (https://outlook.office365.com/owa/calendar/IAM1@office365.colum.edu/bookings/)
- If buildings are open, walk-in or by-appointment at 916 South Wabash, room 122.

IAM Community

The IAM department has several student-run organizations and community resources. A current list of clubs is at http://iam.colum.edu > Resources.

Examples: Alpha Lab (learn how to make games and/or improve your skill), Columbia College Chicago Animation Association (connect with other animators, and improve your skill), Dungeons and Dragons Club (play and lead campaigns), Japanese Anime and Manga (celebrate Japanese culture, and discuss anime), Press Start (learn and improve skill with digital art and game assets), and </hackerjacks> (learn and improve your coding skills). There are also several student-run Discord channels that you can join.

IAM Coordinators

If you have questions about your major, reach out to your program's coordinator: http://iam.colum.edu/iamwp/coordinators/

IAM Backup and Archival Policy

Students are responsible for maintaining their own backup copies of all work. The Interactive Arts and Media department provides each registered student with server storage space as a courtesy and convenience but does not guarantee access to that server space nor does it guarantee the safety of those files. **Maintain your own electronic backup of your important files.**

Additionally, as part of this class, you may be asked to provide all class work, documentation, proposals, and projects in electronic form on a CD or DVD-ROM on the last day of class. Your instructor will inform you if this is required, and of the specifics of the requirement.

Virtual desktop infrastructure (VDI)

- Walk through: https://colum.teamdynamix.com/TDClient/2029/Portal/KB/ArticleDet?ID=102228. You don't have to download the app to use VDI – you can use it in a browser (see bottom of the page).
- The link to connect with VDI. Through a browser OR download the app - select IAM for the domain, and log in with your IAM credentials.

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Columbia College Chicago Resources

Career Center

618 S. Michigan Avenue, First Floor, 312.369.7280, careercenter@colum.edu

The Career Center develops programs and services to provide Columbia College Chicago students with self-knowledge, experience and connections to industry in order to develop career confidence, enhance their employability and pursue meaningful career-related experiences.
https://students.colum.edu/career-center/index.php

College Advising Center

623 S. Wabash, Suite 300, 312.369.7645, collegeadvising@colum.edu

The College Advising Center assists undergraduate students with all transitional issues as they navigate their entire college experience. Academic Advisors in the College Advising Center guide students in creating and implementing an educational and professional plan as they progress from orientation toward graduation. As students take responsibility for their academic and career goals, they should meet with their academic advisor on a regular basis. Students at Columbia are expected to meet with their academic advisor at least once a semester during their first year, and once an academic year until graduation. Students can make an appointment through MyColumbia (using the "Make Appointments" tab) or by contacting the College Advising Center.

Columbia College Library

624 S. Michigan, library.colum.edu

The Library serves students with resources and support for research, study, collaboration, fun, and information in all formats—books, ebooks, articles, primary sources, images, film, music, space, programs, technology, and equipment. Our specialized materials and services focus on what students need and want—textbook reserves, study rooms, collaborative technology, maker lab, 3D printer, light boxes, scanners, equipment checkout (cameras, camcorders, projectors) and research assistance by chat, text, email, phone, or in-person. For more, see the website http://library.colum.edu/or drop by the Library (624 S. Michigan).

Counseling Services

731 S. Plymouth Court, suite 112, 312.369.8700, counselingservices@colum.edu

Services are designed to help students increase self-awareness and address mental health concerns with the goal of empowering students to manage challenging areas in their lives. All counseling services staff follow professional standards of confidentiality. Information discussed within a counseling relationship is not disclosed without written permission of the individual. Counseling Services are provided free of charge. The most utilized services include individual sessions, group sessions, and linkage to community services. A Columbia College student in a relationship with another Columbia College student, can also receive couple sessions. All currently enrolled students are eligible to receive 12 individual sessions per academic year. Group sessions are unlimited.

Learning Studio

33 E. Congress, first floor, 312.369.8130, colum.edu/learningstudio

The Learning Studio is an excellent resource for academic progress and success for all students at any level. The Learning Studio provides tutoring in several disciplines including science, mathematics, accounting, foreign languages, and writing. Supplemental instruction is also provided for some specific courses. Students are encouraged to visit the Learning Studio for additional academic support and assistance.

Services for Students with Disabilities (SSD)

623 S. Wabash building, Room 311, 312.369.8296, SSD@colum.edu, colum.edu/ssd

Columbia College Chicago seeks to maintain a supportive academic environment for students with disabilities. Students seeking accommodations for a disability must register with the Services for Students with Disabilities (SSD) office. Once registered, a Columbia College Chicago accommodation letter will be provided to the student each semester. Students are encouraged to present their current accommodation letters to each instructor at the beginning of the semester so that accommodations can be arranged in a timely manner by the College, the department, or the faculty member, as appropriate. Accommodations begin at the time the letter is presented. Students with disabilities who do not have accommodation letters should visit the SSD office, Room 311 of the 623 S. Wabash building, call 312-369-8296, email SSD@colum.edu or visit colum.edu/ssd.

Student Government Association

The Student Government Association (SGA) of Columbia College Chicago represents the student voice and strives to construct a better union within the Columbia Community. SGA serves as the liaison between students and administration to improve the student experience, both inside and outside of the classroom. Through leadership and strong representation, our goal is to provide students with opportunities to grow academically, artistically, and professionally.

SGA consists of an Executive Branch, Legislative Branch, and Committees of the Senate. All students currently enrolled at Columbia College Chicago are eligible to become a departmental, non-departmental senator or general member. Annual programs include Meet SGA, Chair and Dean Town Halls, Senator Forum Weeks and Let's Chat. For more information please attend weekly meetings Tuesday's from 5pm-6pm at 916 S. Wabash (The Loft), or visit www.colum.edu/sga.

Important Notice

This syllabus is intended to give the student guidance in what may be covered during the semester and will be followed as closely as possible. However, instructors reserve the right in their discretion to modify, supplement, and make changes as course needs arise.

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INMD 435 Section 01 Immersive Environments II (3 credits)

HYBRID, Tuesdays 12:30 – 3:20pm, canvas.colum.edu

Course Description: Continue to explore immersive and interactive visual engagement. Design immersive environmental projects for institutions, galleries, and public forums, and develop idiosyncratic and multipurpose animated visual sculptures, projections, immersive video environments, and/or art showcases.

Pre-Requisites: INMD 335 Immersive Environments I

Requirements: Junior Standing or Above (JR)

Instructional Resource Fee: $70

At the successful conclusion of this course students will be able to:

- Develop historical perspective and understand the developmental process of Immersive Environments (IE).

- Construct multifaceted artistic samples and exercises using best practice and artist-led techniques

- Recognize the complex and multi-faceted toolset available to the IE practitioner and design idiosyncratic artwork as required

- Analyze and interpret core practitioners of IE design

- Articulate a written and visual response to core IE practices and performance

Required Text:

There are no required textbooks for this course. Any required reading will be posted to Canvas.

Course Work and Grading: Your performance in this class is judged in part on participation, writing and critique, assignments, exams, and the final project.

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Instructor Contact Information

Instructor Name: Joshua A. Fisher, PhD
E-Mail Address: jofisher@colum.edu
Mailbox: 916 S. Wabash Ave., 101
Office Phone: 312.369.6929 (full-time faculty only)
Office Location: 1104 S Wabash, Rm 401E
Office Hours: Via Teams on Mondays and Tuesdays from 9:00 am - 12:00 pm (Must schedule 24 hours in advance)

Course Work and Grading Scale

Percentage Breakdown

- Assignments   40%
- Online Participation and Engagement   30%
- Midterm   15%
- Final   15%

Grade Scale

A	94-100
A-	90-93
B+	87-89
B	84-86
B-	80-83
C+	77-79
C	74-76
C-	70-73
D	67-69
D	65-66
F	Below 65

Assignments	Points
World and Concept Assignment	100
Story Structure Assignment	100
Setting up your Quest Dev Environment	100
Develop the Story	100
Environment Design 1	100
Environment Design 2	100
Interaction Assignment 1	100
Interaction Assignment 2	100
Feedback assignment	100
Menu Design	100
Audio Assignment	100
Interaction Assignment 2	100
Dialog Assignment	100
Final Check-in	100

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SEMESTER SCHEDULE

Class	Date	Lecture/Class Topics	Readings/ Viewings Due	Assignments Due	Notes
1	1/26	Course structure	25 Things You Should Know About Worldbuilding, Chuck Wendig 7 Deadly Sings of Worldbuilding, Charlie Jane Anders Immersive Storytelling Symposium - Exploration Narrative: Agency and VR experience | The New School	World and Concept Assignment	
2	2/2	Interactive storytelling structures	Chapter 5: Toward an Interactive Narratology – Marie-Laure Ryan	Story Structure Assignment Setting up your Quest Dev Environment	
3	2/9	Concept review and critique / narrative world and copy writing		Develop the Story	
4	2/16	Environment building	Environment Design as Spatial Cinematography: Theory and Practice Unity Tutorial: VR Environment Design	Environment Design 1	
5	2/23	Impossible Spaces and Locomotion	Designing intentional impossible spaces in virtual reality narratives: A case study Quest Documentation for Unity	Environment Design 2	

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6	3/2	Interactions for VR 1	VR Interaction Framework for Unity and Oculus Quest Unity Tutorial: Interactions for VR 1	Interaction Assignment 1	
7	3/9	Interactions for VR 2	Unity Tutorial: Interactions for VR 2	Interaction Assignment 2	
8	3/16	Midterm playthrough, review, and critique	Playthroughs and critiques	Feedback assignment	
9	3/23	Menus in VR	Unity's UI System in VR, Oculus Developer Blog	Menu Design	
10	3/30	Spatial audio	Lessons in VR Audio Design From The Void Unity Tutorial: Audio	Audio Assignment	
11	4/6	Interactions for VR 3	Unity Tutorial: Interactions for VR 2	Interaction Assignment 2	
12	4/13	Dialog Systems for VR	29 Sep Video Game Dialogue: Writing Tips, Examples, & Inspiration Unity Tutorial: Dialog Trees/ NLP Dialog	Dialog Assignment	
13	4/20	Implementation Week and Review		*Final Work*	
14	4/27	Final Review and Critique		Feedback	
Making Week. No Classes.					
15	5/11	Final Due			

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A copy of this syllabus is available electronically in the section for this class in Canvas (canvas.colum.edu).

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