* SECTION 1 to be completed by CURRICULUM AUTHOR
* SECTION 2 to be completed by CHAIR/DIRECTOR
* SECTION 3 to be completed by DEAN
* SECTION 4 to be completed by REGISTRAR & STAFF

**SUBMIT TO AREA ADMIN. ASSISTANT AFTER SECTIONS 1-4 ARE COMPLETE TO BEGIN SIGNATURE PORTION OF THE PROCESS.**

* SECTION 5 to be completed by CURRICULUM COUNCIL CHAIR & RECORDER
* SECTION 6 to be completed by VPI

| **SECTION 1: AUTHOR** | | | | | | | | | | | | |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| New, Change or Archive? | | | Modify/Change | | | **Rationale/reasons for this request:**  **1. Restore variable credit,**  **2. Update MCO for accuracy and relevance** | | | | | | |
| Effective Quarter: | | | Fall 2024 | | |
| If proposed course will replace current, when do we archive current course? | | | Choose an item. | | |
| **CURRENT** | | | | | | **PROPOSED** | | | | | | |
| Subject and Catalog # | | | | | | | | | | | | |
| Course Subject and Number: | | | BUS 263 | | | Course Subject and Number: | | | -unchanged- | | | |
| ctcLink Course Number: | | | 192982 | | | ctcLink Course Number: | | | -unchanged- | | | |
| Short Course Title (limit 30 characters) | | | | | | | | | | | | |
| Photoshop | | | | | | -unchanged- | | | | | | |
| Long Course Title | | | | | | | | | | | | |
| -unchanged- | | | | | | -unchanged- | | | | | | |
| Course Description | | | | | | | | | | | | |
| Provides a solid foundation in Photoshop for students looking to employ the tools of the design trade, or for those simply wanting to learn how to create digital art. Real-world, practical examples, step-by-step instruction, and creative freedom throughout offer well-rounded, comprehensive coverage. Formerly: EMRK 223 and CS 223. | | | | | | This course focuses on Adobe Photoshop, the industry-standard photo-editing application used in the field of graphic design. Students learn to correct, enhance and transform pixel-based images using Adobe Photoshop. Students apply non-destructive editing where possible while combining multiple images by making complex, nuanced, and accurate selections and managing layers. Students correct images using retouching tools. Students simulate traditional art media by using the mixer brush tool and applying filers. Formerly CS 223, EMRK 223. | | | | | | |
| Course Learning Outcomes | | | | | | | | | | | | |
| * Knowledge of popular image manipulation software. * Knowledge digital fundamentals and digital images. * Use basic photo-editing techniques using filters and plugins. * Make color corrections and to retouch. * Create raster graphics. * Knowledge of basic tools of Raster photo-editing programs. | | | | | | * Understand the purpose, capability and limitations of pixel-based images in the field of graphic design. * Identify the tools, panels and dialogs of the Photoshop workspace, understanding their functions and customizing the user interface. * Make complex selections and combine images into multiple layers, managing layer-masks, blending modes and opacity to produce photo-realistic images. * Simulate traditional fine-art media using the mixer brush tool and applying filters. * Enhance damaged or imperfect photos using correction techniques. * Create flexible and productive documents by using non-destructive techniques. | | | | | | |
| Course Topics | | | | | | | | | | | | |
| * No Course Topics listed on existing MCO | | | | | | * Layers, adjustment layers and layer styles * Layer management, layer comps and groups * Smart objects, smart filters and non-destructive workflow * Simple and complex selections and layer-masking * Retouching and color correction * Painting with the mixer brush * Blending modes and blend-if layers * Simple and complex transformations * Actions and automation features | | | | | | |
| Total Credits/Variable Credit | | | | | | | | | | | | |
| Minimum: | 5 | | Maximum: | | 5 | Minimum: | 1 | | Maximum: | | 5 | |
| Course Components | | | | | | | | | | | | |
| Course Components: | | | LEC & LAB | | | Course Components: | | | LEC & LAB | | | |
| Quarters Offered | | | | | | | | | | | | |
| Year 1 (list quarters): | | | -unchanged- | | | Year 1 (list quarters): | | | -unchanged- | | | |
| Year 2 (list quarters): | | | -unchanged- | | | Year 2 (list quarters): | | | -unchanged- | | | |
| Miscellaneous | | | | | | | | | | | | |
| Permit Open Entry/Exit? | | | | Yes | | Permit Open Entry/Exit? | | | | Yes | | |
| Grading Basis: | | | | Graded | | Grading Basis: | | | | Graded | | |
| Instructor/dept. consent required? | | | | Choose an item. | | Instructor/dept. consent required? | | | | No Consent | | |
| Hide from Class Search? | | | | Choose an item. | | Hide from Class Search? | | | | Visible in Search | | |
| ***Approved By:*** | |  | | | | ***Date:*** | |  | | | |

| **SECTION 2: CHAIR/DIRECTOR** | | | |
| --- | --- | --- | --- |
| Enrollment Requirements & Equivalencies | | | |
| Prerequisite: |  | Pre-requisite: |  |
| Co-requisite: |  | Co-requisite: |  |
| Equivalencies: |  | Equivalencies: |  |
| Cross-Listed Courses: |  | Cross-Listed Courses: |  |
| *Notes and comments:* | | | |
| ***Approved By:*** |  | ***Date:*** |  |

| **SECTION 3: DEAN** | | | | | | | | | | | | | | | | | | |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **CURRENT** | | | | | | | | **PROPOSED** | | | | | | | | | | |
| CONFIRM: Total Credits/Variable Credit | | | | | | | | | | | | | | | | | | |
| Minimum: |  | | Maximum: | |  | | | Minimum: |  | | Maximum: | | | |  | | | |
| Components & Credit-to-Hour Details | | | | | | | | | | | | | | | | | | |
|  | | | | CR | |  | HRS |  | | | | | CR | | |  | HRS | |
| LEC/[Theory](https://www.sbctc.edu/colleges-staff/policies-rules/policy-manual/chapter-5.aspx) (1 CR = 1 hour/week): | | | |  | | x1= |  | LEC/[Theory](https://www.sbctc.edu/colleges-staff/policies-rules/policy-manual/chapter-5.aspx) (1 CR = 1 hour/week): | | | | |  | | | x1= |  | |
| LAB/Guided Practice (1 CR = 2 hours/week): | | | |  | | x2= |  | LAB/Guided Practice (1 CR = 2 hours/week): | | | | |  | | | x2= |  | |
| CLIN/Field-Based (1 CR = 3 hours/week): | | | |  | | x3= |  | CLIN/Field-Based (1 CR = 3 hours/week): | | | | |  | | | x3= |  | |
| Total Credits & Weekly Contact Hours: | | | |  | |  |  | Total Credits & Weekly Contact Hours: | | | | |  | | |  |  | |
| Coding & Financials | | | | | | | | | | | | | | | | | | |
| [CIP](https://www.sbctc.edu/resources/documents/colleges-staff/data-services/data-warehouse/cip-2020-descriptions.pdf) Code: | | |  | | | | | [CIP](https://www.sbctc.edu/resources/documents/colleges-staff/data-services/data-warehouse/cip-2020-descriptions.pdf) Code: | | | |  | | | | | | |
| Default Section Size/Cap: | | |  | | | | | Default Section Size/Cap: | | | |  | | | | | | |
| Course Attributes: | | | Choose an item. | | | | | Course Attributes: | | | | Choose an item. | | | | | |
| Course Attributes: | | | Choose an item. | | | | | Course Attributes: | | | | Choose an item. | | | | | |
| Course Attributes: | | | Choose an item. | | | | | Course Attributes: | | | | Choose an item. | | | | | |
| Fees identified/requested: | | |  | | | | | Fees identified/requested: | | | |  | | | | | | |
| Does a budget exist for this subject? | | | Choose an item. | | | | | Does a budget exist for this subject? | | | | Choose an item. | | | | | | |
| Dean is required to present course to applicable instructional faculty (all campuses) for consideration. Date Presented: | | | | | | | | | | | | | |  | | | | |
| *Notes and comments:* | | | | | | | | | | | | | | | | | | |
| ***Approved By:*** | |  | | | | | | ***Date:*** | |  | | | | | | | | |

| **SECTION 4: REGISTRAR** | | | | | |
| --- | --- | --- | --- | --- | --- |
| **CURRENT** | | **PROPOSED** | | | |
| Coding & Attributes | | | | | |
| Academic Group: | Choose an item. | | Academic Group: | Choose an item. | |
| Academic Org: | Choose an item. | | Academic Org: | Choose an item. | |
| Funding Source: | Choose an item. | | Funding Source: | Choose an item. | |
| Intent: | Choose an item. | | Intent: | Choose an item. | |
| Mult Enrl in Term: | Choose an item. | | Mult Enrl in Term: | Choose an item. | |
| # Completions Allowed: | Choose an item. | | # Completions Allowed: | | Choose an item. | |
| Enrollment Req Group: |  | | Enrollment Req Group: |  | |
| *Notes and comments:* | | | | | |
| ***Approved By:*** |  | | ***Date:*** |  | |

| **SECTION 5: CURRICULUM COUNCIL** | | | |
| --- | --- | --- | --- |
| ***Date Received by Council:*** |  | ***Notes and comments:*** | |
| ***Curriculum Council Reviewer*** |  |
| ***Recorded Vote:*** |  | ***Date:*** |  |
| ***Curriculum Council Chair:*** |  | ***Date Certified:*** |  |

| **SECTION 6: VICE PRESIDENT OF INSTRUCTION** | | | |
| --- | --- | --- | --- |
| ***Notes and comments:*** | | | |
| ***VP of Instruction:*** |  | ***Date:*** |  |