



## **Course Syllabus**

### **School of Liberal Arts**

|                       |                        |
|-----------------------|------------------------|
| <b>Department:</b>    | Creative Arts & Media  |
| <b>Program Name:</b>  | Animation              |
| <b>Course Name:</b>   | Demo Reel Presentation |
| <b>Course Number:</b> | ANM 295-XXX            |
| <b>Credits:</b>       | 1                      |
| <b>Contact Hours:</b> | (3 Lab)                |
| <b>Lab Fee:</b>       | \$XXXXXX               |
| <b>Prerequisites:</b> | ANM 220 and ANM 225    |

*Please review your online class schedule or check with Admissions or Advising for information about last dates to add / drop and withdrawal refund details.*

#### **Catalog Description:**

Demo Reel Presentation focuses on the preparation of the student demo reel. The demo reel will include multiple samples of the student's overall work in animation, and will be edited for best practices according to industry standards for professional demo reel production.

#### **Potential Textbooks or Other Resource Material:**

Instructor will provide course materials and also encourage students to conduct specific industry research according to their career goals.

#### **Mandatory Materials Needed:**

External Drive or USB Device with minimum 16GB available (32GB or more is recommended)  
Optional: Sketchbook (minimum 8.5" x 11")

#### **Course Objectives:**

The course will:

1. Provide students with a guided process to complete their professional demo reel.
2. Cover other topics related to self-promotion in print, web, and video formats.
3. Examine the construction of an effective resume specifically for the field of animation.
4. Emphasize the completion of high quality projects for inclusion in the student's demo reel / portfolio.

#### **Student Learning Outcomes:**

Students will:

1. Research samples of professional demo reels for trends and best practices.
2. Create a brief special topic animation for a designated category of the animation industry.
3. Edit previous animated projects as needed to ensure best possible quality for the demo reel version.
4. Conceptualize the demo reel presentation itself for priority, theme, format, and sequence.
5. Develop self-promotional materials including resume, web site, and printable materials.
6. Present the demo reel at a designated event to a live audience.

## General Information

For information on FERPA, Cheating and Plagiarism, Assessment of Student Learning Outcomes and Student Code of Conduct, please refer to the appropriate section of the current Owens Community College Catalog online.

## Grading and Course Overview

### Overview of Graded Course Work:

|            |                                                                       |
|------------|-----------------------------------------------------------------------|
| 100        | Special Topic Animation Project                                       |
| 100        | Demo Reel Completion                                                  |
| 100        | Portfolio Web Site (50 points) and Self-Promotional Flyer (50 points) |
| <b>300</b> | <b>Possible Points</b>                                                |

### The Course Grading Scale:

ANM 295 final course grades are on a standard academic letter-percentage scale as follows:

A 100 – 90, B 89 – 80, C 79 – 70, D 69 – 60, F 59 - 0

### Projects:

There are a total of three projects during the course as follows:

#### Special Topic Animation (Meets Student Learning Outcome 2,3):

Students will coordinate with the instructor to research a designated category of the animation industry, and its specific recommendations for demo reel content. Students will then create a brief, special topic animation within parameters for that recommended demo reel content. This project will then be included in the student's final demo reel.

#### Demo Reel Completion (Meets Student Learning Outcomes 1-4,6):

Students will refine and finalize any pending edits to previous animation projects that will be featured in the demo reel, then develop the concept for and assemble a demo reel presentation featuring their Special Topic piece and their best work from the Animation courses.

#### Portfolio Promotion Materials (Meets Student Learning Outcomes 1,4,5):

Students will develop assorted materials to promote their work and demo reel, including print, web, and video.

## Daily Attendance

### Student Attendance:

Your in-person attendance will be recorded daily, but not scored into your final grade. You will not be penalized for missing class. However, regular attendance is definitely important to get the maximum benefit of this course. *Remember, you are here today to invest in your own future success tomorrow. Every minute you can spend learning, developing excellent work, and getting input and assistance is critical!*

Each class meeting begins promptly at the scheduled start time so please be on time.

Timely communication with the instructor is also essential. If you will be late or absent, please contact me by e-mail before class begins. I will respond as soon as I can to let you know any important info you need. Professionals must also communicate frequently, so I encourage all students to adopt this practice while enrolled in my courses. Missing class as well as avoiding communication with me can set you back so please just make the effort to be here and keep in touch and I will help you in any way that I can.

### **Breaks During In-person Classes:**

Most class meetings will include a lecture, discussion, demo, etc. The instructor may include a short break if needed and students are expected to return to the classroom and be in their seats at the end of that break period.

## **Specific Course Rules**

### **Course Procedures and Expectations for all Students:**

If you are in this class, I expect you to:

- Attend every class, arrive on time, and work until the class period has ended or the instructor has dismissed you
- Understand the operation of a Macintosh Computer
- Work independently on projects and follow all stated project parameters
- Be comfortable with the software but also ask for assistance
- Communicate with me about your project during production for feedback and assistance
- Be prepared for class
- Be willing to participate in group discussions and share your work
- Be willing to offer and accept constructive comments from both the instructor and other students ...and most importantly...
- **Consistently push yourself to complete high-quality, dynamic work that will shine in your portfolio (envision that you are creating your work for a client or employer and challenge yourself to deliver professional caliber work – your work will be partially evaluated on your ability to aspire to professional level work)**

### **As the instructor for this course, you can expect me to:**

- Attend every class (or provide a qualified substitute and assignment in case of emergency)
- Be prepared for each class
- Help you to set class and project goals by analyzing your strengths and needs
- Offer honest feedback and guidance while respecting your personal creativity and style
- Grade your work promptly, thoroughly, and objectively
- Be courteous and considerate while mentoring you toward professional expectations

### **Use of Student Projects:**

Assignments created in this class may be shown to future classes. It may also be used for the purpose of promoting the student and/or the Animation degree program and the Department of Fine and Performing Arts. If your work is considered for these purposes, the instructor will provide you with a release form requesting your authorization to use your work. Your participation is always voluntary / optional. Please inform the instructor if you do not want wish for your work to be used.

### **Personal Cell Phones / Music:**

Please silence cell phones and refrain from texting, etc. when a demo / discussion is in progress. Use of devices and earbuds for listening to music during open lab time are permitted.

## **Additional Information from Owens Community College**

### **Religious Accommodations:**

A student seeking an accommodation for an absence permitted under Ohio's Testing Your Faith Act must provide the instructor with a **written email** notice with the specific dates for an absence, and must do so not

later than fourteen (14) days after the first day of instruction. **Alternative accommodations are not retroactive, and no academic penalty will be imposed for an absence under the policy\***. The request for an alternative accommodation will be kept confidential. Students with questions about a religious accommodation under Ohio's Testing your Faith Act may contact the College's Office of Academic Affairs: [provost@owens.edu](mailto:provost@owens.edu)

### **Disability Resource Services:**

If you have a disability or acquire one, you may be entitled to receive reasonable accommodations intended to assure you an equal opportunity to participate in and benefit from the program. To receive more information or to register for accommodations, please contact the Disability Resource Center in College Hall 116 at 567-661-7007 or email [disability@owens.edu](mailto:disability@owens.edu).

### **Student Code of Conduct:**

All students are expected to follow Owens Community College's Student Code of Conduct. If you are unfamiliar with the code, it can be found at <https://www.owens.edu/conduct/>

### **Counseling Services:**

Counseling Services offers consultation, mental health assessment, counseling, crisis support, education, prevention, outreach, and linkage to community resources at no additional charge to Owens Community College students. More information is at <https://www.owens.edu/counseling/> If you feel you may benefit from this service, please contact them at (567) 661-7028 or [counselingservices@owens.edu](mailto:counselingservices@owens.edu).

### **Anti-Discrimination and Harassment & Title IX/Sexual Misconduct:**

All students, faculty, and staff are expected to follow Owens Community College's Anti-Discrimination and Harassment Policy and the College's Title IX/Sexual Misconduct Procedures and Guidelines. The College strictly prohibits and will not tolerate harassment, discrimination, intimidation, or hostile/offensive working or learning environments.

If you are unfamiliar with the Anti-Discrimination and Harassment Policy, it can be found at:

[https://www.owens.edu/media/trustees/board\\_policies/11-4-17.pdf](https://www.owens.edu/media/trustees/board_policies/11-4-17.pdf)

If you are unfamiliar with the Title IX/Sexual Misconduct Procedures and Guidelines, it can be found at

<https://www.owens.edu/itsonus/>

### **Writing Center:**

Whether you are writing an essay, a research report, a poem, or a lab report, the Writing Center is the place to discuss your writing needs with a Writing Tutor. Writing Center staff will assist you in developing the skills you need to become an effective and independent writer. We offer individualized, out-of-class assistance to students at any stage of the writing process. The center also offers tutoring in study skills. Tutors are available on a walk-in basis.

Phone: (567) 661-7351, Email: [writingcenter@owens.edu](mailto:writingcenter@owens.edu) Location: 1123 Founders Hall

Students can also make an appointment online at: <https://www.owens.edu/writing/>

### **Center for Campus and Community Connections:**

The Center for Campus and Community Connections / Student Resources: The Center for Campus and Community Connections (College Hall 151) provides retention support through resource stability initiatives and community connections. This includes connecting students to campus and community resources, student mentors, and volunteer coordination. Schedule an appointment at <https://www.owens.edu/connection/>

### **Toledo Food Pantry Details**

College Hall 149

The Toledo Food Pantry is open whenever Owens classes are in session, is closed during holiday breaks and when weather is inclement.

## Career Closet Details

College Hall 151

Career Closet: (College Hall 151) Students are welcome to acquire professional clothing items for interviews, job fairs or class presentations. It is open by appointment. Please email [connections@owens.edu](mailto:connections@owens.edu)

## ANM 295 Course

### Weekly Schedule

| Week |                                                                                                                                                                                                                                                           |
|------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1    | Course Intro + Intro to Special Topic Animation Project                                                                                                                                                                                                   |
| 2    | Lab / Production for Special Topic Animation Project                                                                                                                                                                                                      |
| 3    | Lab / Production for Special Topic Animation Project                                                                                                                                                                                                      |
| 4    | <b>Special Topic Animation Project Due at TIME (Group Presentations)</b>                                                                                                                                                                                  |
| 5    | Introduction to professional demo reels and self-promotion                                                                                                                                                                                                |
| 6    | Portfolio reviews (animation, etc.) and demo reel planning                                                                                                                                                                                                |
| 7    | Lab for upgrades / edits to previous animation projects<br><b>*Last date to petition for a degree or certificate for Spring 20XX (VERIFY)</b>                                                                                                             |
| 8    | Lab for upgrades / edits to previous animation projects                                                                                                                                                                                                   |
| 9    | Lab / Production for demo reel assembly                                                                                                                                                                                                                   |
| 10   | Lab / Production for demo reel assembly (progress check)                                                                                                                                                                                                  |
| 11   | Lab / Production for demo reel assembly<br><b>Submit Demo Reel for instructor review</b>                                                                                                                                                                  |
| 12   | Group presentations of demo reels (pre-public presentations)                                                                                                                                                                                              |
| 13   | Portfolio Promotion / resume construction and career planning                                                                                                                                                                                             |
| 14   | <b>Group Presentations of portfolio and promotional materials</b>                                                                                                                                                                                         |
| 15   | <i>Animation Screening Night</i><br><b>Demo Reel Presentations</b><br><b>DATE, LOCATION at TIME</b>  <i>Please put this on your calendar and tell friends / family</i> |
| 16   | NO FINAL EXAM                                                                                                                                                                                                                                             |

*This schedule will be adhered to closely during the semester and students should expect to meet all critical deadlines posted on this schedule unless otherwise designated by the instructor. The instructor will provide ongoing updates and reminders but ultimately it is the student's responsibility to be accountable for their attendance and meeting all deadlines.*

**Disclaimer:** "The instructor reserves the right to amend this syllabus as deemed necessary and will communicate such amendment to the students in the course."