



## **DEPARTMENT OF FINE ARTS**

### **COURSE OUTLINE – AR3705 PORTFOLIO DEVELOPMENT**

**INSTRUCTOR:** Tina Martel                      **PHONE:** (780) 539-2814  
**OFFICE:** L216                                      **E-MAIL:** tmartel@gprc.ab.ca

**OFFICE HOURS:** By appointment

**PREREQUISITE(S)/COREQUISITE:** AR1370 and AR2430

**REQUIRED TEXT/RESOURCE MATERIALS:** none

**CALENDAR DESCRIPTION:** A senior course which involves the creation of a portfolio and projects with a fine arts interdisciplinary focus in preparation for transfer to another institution or entrance into the workplace.

**CREDIT/CONTACT HOURS:** 45 3(0-0-3)

**DELIVERY MODE(S):** lecture/lab

#### **OBJECTIVES (OPTIONAL):**

1. Create the best portfolio for their appropriate creative, educational and career goals.
2. Be introduced to the basics of documenting work in digital formats.
3. Research and be exposed to different educational institutions /potential employers/and galleries
4. Create a professional resume and cover letter.
5. Write an articulate artist statement/letter of intent.
6. Learn the basic principles of setting and implementation of personal goals.

**TRANSFERABILITY:**

\*\* Grade of D or D+ may not be acceptable for transfer to other post-secondary institutions. Students are cautioned that it is their responsibility to contact the receiving institutions to ensure transferability

**GRADING CRITERIA:**

<b>GRANDE PRAIRIE REGIONAL COLLEGE</b>			
<b>GRADING CONVERSION CHART</b>			
<b>Alpha Grade</b>	<b>4-point Equivalent</b>	<b>Percentage Guidelines</b>	<b>Designation</b>
<b>A<sup>+</sup></b>	<b>4.0</b>	<b>90 – 100</b>	<b>EXCELLENT</b>
<b>A</b>	<b>4.0</b>	<b>85 – 89</b>	
<b>A<sup>-</sup></b>	<b>3.7</b>	<b>80 – 84</b>	<b>FIRST CLASS STANDING</b>
<b>B<sup>+</sup></b>	<b>3.3</b>	<b>77 – 79</b>	
<b>B</b>	<b>3.0</b>	<b>73 – 76</b>	<b>GOOD</b>
<b>B<sup>-</sup></b>	<b>2.7</b>	<b>70 – 72</b>	
<b>C<sup>+</sup></b>	<b>2.3</b>	<b>67 – 69</b>	<b>SATISFACTORY</b>
<b>C</b>	<b>2.0</b>	<b>63 – 66</b>	
<b>C<sup>-</sup></b>	<b>1.7</b>	<b>60 – 62</b>	
<b>D<sup>+</sup></b>	<b>1.3</b>	<b>55 – 59</b>	<b>MINIMAL PASS</b>
<b>D</b>	<b>1.0</b>	<b>50 – 54</b>	
<b>F</b>	<b>0.0</b>	<b>0 – 49</b>	<b>FAIL</b>
<b>WF</b>	<b>0.0</b>	<b>0</b>	<b>FAIL, withdrawal after the deadline</b>

**Worksheets/Exercises/Journal:** 10% Grade based on completion and engagement with various worksheets and exercises to be presented in the form of a personal journal.

**Visitor in the Arts:** 5% attendance and accompanying notes/visuals to be in your personal journals

**Resume:** 10% Grade based on professional appearance and content.

**Artist Statement/Letter of Intent:** 10% Grade based on how well written (no spelling or grammatical errors).

**Digital images:** 25% Grade based on professional documentation of work including labels, layout and checklist presentation.

**Portfolio Presentation:** 30% Grade based on professional appearance, attention to detail and presentation.

**Involvement:** 10% Grade based on class participation, critique contributions, attendance and completion of various worksheets and exercises

### **EVALUATIONS:**

Ongoing submissions.(as above) Portfolio presentation in lieu of final exam.

3 (0-0-3)

### **STUDENT RESPONSIBILITIES:**

Students are expected to set up work prior to class commencing, so that lectures and demonstrations can proceed uninterrupted. These will not be repeated for latecomers. Many students will be using the studio, so it is important to maintain care in setting up and cleaning of the space you use, and to exhibit consideration towards workspace, materials and other students.

No IPOD or MP3 players allowed in the classroom. All cell phones must be turned off. Failure to do so will result in you being asked to leave the class.

### **STATEMENT ON PLAGIARISM AND CHEATING:**

Refer to the Student Conduct section of the College Admission Guide at <http://www.gprc.ab.ca/programs/calendar/> or the College Policy on Student Misconduct: Plagiarism and Cheating at [www.gprc.ab.ca/about/administration/policies/\\*\\*](http://www.gprc.ab.ca/about/administration/policies/**)

\*\*Note: all Academic and Administrative policies are available on the same page.

**COURSE SCHEDULE/TENTATIVE TIMELINE:**

Fall

Tuesday and Thursday 11:30 to 12:50 p.m.