

Textbooks: **Required:**
Dreamweaver CS3 (Visual QuickStart Guide), Elaine Weinmann Cost: \$34.95
Optional:
Illustrator CS3 for Windows and Macintosh: Visual QuickStart Guide, Elaine Weinmann and Peter Lourekas. Peachpit Press. Cost: \$39.95
InDesign CS3 for Macintosh and Windows: Visual QuickStart Guide, Sandee Cohen, Peachpit Press. Cost: \$39.95
Flash CS3 (Visual QuickStart Guide), Katherine Ulrich Cost: \$34.95

Attendance: More than 20% absenteeism may constitute a failure except for medical or extenuating circumstances in which case a doctor's letter may be required.
Assignments will be expected on the date required. Failure to complete projects on time for class critiques will effect the student's final evaluation.
No late assignments will be accepted unless accompanied by a doctor's note. **Late assignments will receive lose 10 % grade for each day late.**

Plagiarism: Plagiarism is cheating. The instructor reserves the right to use electronic plagiarism detection services. See P. 49 of the Calendar for more details, and for explanation of many other policies and regulations.

Reviewed: N/A

Electronic Devices in Classroom: No IPOD or MP3 players allowed!!!! All cell phones must be turned off. Please note no cell phones, and no electronic messaging devices are allowed while classes are in session.
No surfing of the Web or email during class time

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