

# Multimedia Design Lab



Mrs. Jennifer Hand

E-Mail: [jenniferhan@manhattan.k12.ks.us](mailto:jenniferhan@manhattan.k12.ks.us)

Website: <http://www.jenniferhand.com>

## I. Course Description

- Students will learn more about:
  - Animation
  - Audio/Podcasting
  - Copyright Law/Cyber Ethics
  - Desktop Publishing
  - Graphics
  - New Technologies
  - Operating Systems and Hardware
  - Presentation Software
  - Video Production
  - Web Design
  - Windows
- Students will also learn study and test taking skills and other career development skills to help them be successful students.

## II. Assessment

- Projects, Tests, Quizzes, and Participation.
- Percentages will be used for each area.  
*Grading Scale:*
  - A: 90-100*
  - B: 80-89*
  - C: 70-79*
  - D: 60-69*
  - F: 59 and below*
- Homework may consist of vocabulary and research to correlate to current project.

## III. Expectations

- Classroom rules are explained on the first day of class and students are expected to follow them.
- In order to be successful, students must attend class. Much of our work is completed in class and involves working in groups.

## IV. Materials

- Students need to bring their planner daily.
- Students should bring a pen or pencil to class daily.
- Any donations to our classroom are appreciated!

## V. Make-Up Work

- Any missed class work will have to be made up before or after school.
- Please check with me to setup a time to come in.
- Other arrangements can be made at a parent's request.

## VI. Extra Help and Parent Contact

- Parent involvement is critical to our success. Please let me know if you have any concerns or questions. If you would like to setup a meeting, please contact me.
- E-mail is the best method to contact me.