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## ATHENS DRIVE HIGH SCHOOL

### Graphic Arts 1

Dear Parents:

It is a pleasure to welcome your daughter or son to the Career and Technical Education course of Printing Graphic. Our mission in CTE is to provide our students with the skills and the motivation to make good career choices. There are many careers within the publishing industry that will challenge your child.

**Some basics that we will cover this year include:**

Design and Layout (includes Desktop Publishing design)

Computerized typesetting and design (Macintosh)

Darkroom and Photography (includes digital photography and the use of Photoshop)

Offset Printing Press (includes operating and maintaining a press)

Bindery and Finishing (includes job estimating)

Please refer to the course outline attached. Also attached is a grading sheet that is used for this course. The students will be graded on a variety of assigned problems, projects, vocabulary quizzes, curriculum tests, and the ability to work well in a shop setting with equipment and with other "co-workers." The final exam will be a state VoCat test and will be multiple choice.

**Safety** is extremely important in a shop setting. Your child will be required to adhere to basic safety precautions while working with equipment and will be penalized if they do not show appropriate behavior towards the welfare of each other, themselves and the equipment.

**Attendance** to class is also important since many of the learning experiences are achieved by demonstration and "hands-on" work. Time lost is very difficult to make up. The computers, in particular, are almost always in use. But your child can come during lunch or after school to work if they notify me in enough time.

If I can be of any assistance to you or to your child, please feel free to contact me at school at **233-4093** from 11:15-12:50. Leave a message on my machine if I am not available.

Pat Goldsmith