Digital Creative Skills for Journalism Students
Teaching and Tutoring Plan (Tentative)

Spring 2021, Los Angeles City College Journalism Department

By Edward Locke
Email: edwardnlocke2020iphone@gmail.com)

Phone: (626)492-9958

Zoom Link:
https://laccd.zoom.us/j/95502992995?pwd=N3JZNlZVRU1qQTBZRzk3eERzQlZVQT09
(Journal 217-2 Publication Lab II course)
Meeting ID: 955 0299 2995
Passcode: 060588

Webpage with Tutoring Instructional Manuals
(Available starting on Thursday, February 18, 2021):
https://suniseadesign.weebly.com/research.html under the heading of
Digital Creative Skills for Journalism Students (Fall 2020 and Spring 2021)
Or from the Collegian Dropbox under the All Files tab:
Edward_Locke_Tutoring_Materials_2021 folder

Message to All Students in Need of Tutoring:

Purpose: This tutoring program is designed for journalism students to learn
   (1) The basic skills of newspaper and magazine page layout using Adobe inDesign;
   (2) The relevant basic through advanced skills for creating photo-cartoons and photo-illustration artworks using Adobe Photoshop;
   (3) The basic skills of creating digital videos with Video Editor (Windows) and iMovie (Mac OS).
(4) The basic skills of creating digital videos with Adobe AfterEffects or Premiere (to be selected).

Component: This program is equivalent to a 2 Unit course, and contains the following types of sessions:
   (1) Group Tutoring (teaching and demonstration to groups of students who sign up at the beginning of the semester, up to the end of the 3rd week). All sessions last 1. 5 hours; and are out of the scheduled meeting time for Journalism courses. This will be offered daily Monday through Friday.
   (2) Individual Tutoring (based on individual needs, for students who sign up on a weekly basis through email to the Tutor, from the list of available time slot, at least one day before the available schedule). All sessions last 1 hour; and are out of the scheduled meeting time for Journalism courses.

Requirement: Students should subscribe to student edition of Adobe Creative Suite (Photoshop, inDesign, AfterEffects and Premiere) as soon as possible.

Learning Outcome and Rewards: By the end of the semester, students are expected to possess the ability of
- Creating page layout in the Collegian newspaper and magazine;
- Creating a digital cartoon or photo-illustration (good samples could be published in Edward Locke's website, and the creator would receive a signed copy of limited edition of one of the Tutor's artworks);
- Creating short digital videos with still and animated images, texts, captions and sound.

Weekly Teaching/Demonstration and Tutoring Topics:

Week(s)	Topic and Content
1st - 3rd Weeks	Adobe Photoshop and InDesign Basic Skills: 1. Photoshop: File format (jpeg, png, tiff, etc.), image mode, size and resolution, cropping, and adding caption or description to image files. 2. inDesign: Creating frames and placing texts/images, text flow across frames, applying text style, columns and gutters, fonts and font sizes. Adobe InDesign Page Layout Intermediate Skills: 3. Text wrapping around images. 4. Spelling check in inDesign. Adobe InDesign Page Layout Advanced Skills and Styles: 5. Principles of page layout and graphic design, usage and styles of fonts. 6. Creating text styles in inDesign.
4th Week	Adobe Photoshop Photo-editing Basic Skills: 1. Create and save a new file. 2. Tool Bar and common settings. 3. Selection tools and Layers.
5th Week	Adobe Photoshop Photo-editing Intermediate Skills: 1. Principles of Photo-editing for journalism students. 2. Image Mode and Adjustment menus (Levels, Brightness/Contrast, Hue/Saturation, Color Balance). 3. Photo-retouching tools.
6th Week	Adobe Photoshop Photo-editing Advanced Skills, photo-cartooning and Photo-illustration: 1. Cartooning and illustration basic techniques. 2. Photoshop tools and settings for creating cartoons out of regular digital images. 3. Photoshop special effects Filters.
7th Week	Video Editor Skills (for Windows-based computers) 1. Importing still images and video clips. 2. Placing and cropping the duration of still images and the content of video clips. 3. Changing the speed of video clips. 4. Adding titles and texts. 5. Adding sound.

Week(s)	Topic and Content
8th Week	iMovie Skills (for Apple computers):
	Content to be announced.

Week(s)	Topic and Content
9th - 13th Weeks	Video Creation and Editing with Adobe AfterEffects or Premiere:
	Content to be announced.
14th -17th Weeks	Review of Skills and Advice on Final Projects:
	Content to be announced.

Weekly Schedule of Available Time Slots
- **Group Tutoring** (**Please sign up by the end of the 3rd Week through email: edwardnlocke2020iphone@gmail.com**)
- **Individual Tutoring** (**Please sign up at least one day before the session through email: edwardnlocke2020iphone@gmail.com**)

Monday	Tuesday	Wednesday	Thursday	Friday
Journal-101 Collecting & Writing News Guess RD 11:10AM-12:35PM	9:00AM-10:30AM 10:30AM-12:00PM (3 HRS)	Journal-101 Collecting & Writing News Guess RD 11:10AM-12:35PM	9:00AM-10:30AM 10:30AM-12:00PM (3 HRS)	9:00AM-10:30PM (1.5 HRS)
	12:30PM-1:30PM 1:30PM-2:30PM 2:30PM-3:30PM (3 HRS)	1:00PM-2:30PM 2:30PM-4:00PM (3 HRS)	12:30PM-1:30PM 1:30PM-2:30PM 2:30PM-3:30PM (3 HRS)	11:00AM-12:00PM 12:00PM-1:00PM 1:00PM-2:00PM 2:00PM-3:00PM
Journal-218-1/2/3/4 Practical Editing I/II/III/IV Guess RD 12:45PM-1:35PM	Journal-101 Collecting & Writing News Calshigh C 3.45PM-5:10 PM	Journal-220-1/2 Magazine Production 1/2 Guess RD 4:00PM-4:50PM 5:00PM-9:15PM	Journal-101 Collecting & Writing News Calshigh C 3.45PM-5:10 PM	4:00PM-5:00PM 5:00PM-6:00PM 6:00PM-7:00PM (6 HRS)
2:00PM-3:30PM (1.5 HRS)	6:00PM-7:00PM 7:00PM-8:00PM (2 HRS)		6:00PM-7:00PM 7:00PM-8:00PM (2 HRS)	
Daily Available Tutoring Hours				
(1.5 HR)	(8 HR)	(3 HR)	(8 HR)	(7.5 HR)

Please show at on time for the signed-up sessions at the Zoom Link:
https://laccd.zoom.us/j/95502992995?pwd=N3JZNlZVRU1qQTBZRzk3eERzQlZVQT09

THANK YOU FOR YOUR COOPERATION!