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Please note the following important information:
Durham College strives to ensure the accuracy of the information in this publication. Please note that the academic curriculum is continually reviewed and revised to ensure program quality and relevancy. As such, the college reserves the right to modify or cancel any course, program, fee, procedure, timetable or campus location at any time.
Please consult our website at http://www.durhamcollege.ca for the most current information.

June 2014
WELCOME STUDENTS

A Message from the Dean

On behalf of the faculty and staff of Durham College, it is a pleasure to welcome you to Durham College. You are embarking upon an exciting, challenging and rewarding journey.

We wish you success in your studies, supportive new relationships and exciting future in your chosen career. We are committed to meeting your educational needs by providing a high quality program. We will do our best to support you in developing yourself for your career. If you have any questions or need any kind of assistance please ask us. We are here to help you.

We are pleased you have chosen Durham College. We look forward to working with you.

Greg Murphy, MFA
Dean School of Media, Art & Design

A Message from the Vice-President Academic

Congratulations on choosing Durham College and taking a very important step in preparing for your future. Durham College is known for high quality programs, leading edge technology, an award winning library and a student-centered approach to learning. Supporting our mission that the student experience comes first, Durham College is committed to providing students with quality learning experiences and support in finding fulfillment in education, employment and lifelong learning.

Our programs are continually shaped by market needs and delivered by exceptional teachers with real-world experience. The program you have chosen has been designed to help you develop the necessary skills and knowledge to support your success in your chosen career path. Our dedicated and professional staff and professors are committed to helping you achieve your educational goals and your career aspirations.

Durham College strives to be accountable to students and employers through the preparation of work-ready graduates who will continue to live our “success matters” focus in their professional work environment.

We are pleased you have chosen to study at Durham College and we look forward to supporting your learning journey – work hard, have fun, enjoy your college experience and campus life.

I wish you much success with your studies.

Judy Robinson,
Vice President, Academic

CONTACT INFORMATION

The School of Media, Art & Design Office is located in C–Wing, 2nd floor. Our office hours are Monday – Friday 8:00 a.m. – 4:30 p.m. Staff and Faculty can be reached by phone by dialling (905) 721-2000 and then the extension as listed on this directory.

OFFICE AND ADMINISTRATIVE STAFF

Greg Murphy, Dean.................................................................C-Wing 3128
Paul Koidis, Associate Dean ...................................................C-Wing 2708
Alanna Desaillier, Administrative Coordinator .........................C-Wing 3148
Kerry Doyle-Brownell, Student Advisor .................................C-Wing 2474
Stacey Leaming-Conroy, Administrative Assistant...............C-Wing 3067

PROGRAM INFORMATION

Interactive Media Design Program

In this program a special emphasis will be placed on creating motion graphics for a variety of business and marketing applications using software such as Adobe Photoshop, Illustrator and After Effects. You will be taught digital and traditional illustration techniques and encouraged to develop a high level of proficiency in storytelling. You will also receive instruction on how to create compelling visual elements and assets for interactive info-graphics and business informatics.

At a foundational level, in the first year, you will learn how to use HTML and CSS to create intuitive website interfaces and layouts based on universally accepted user-centered design principles. Emphasis is placed on developing good visual design skills using HTML and CSS as the primary tools.

Other courses in the program will introduce you to the art and science of typography and digital colour theory including learning how to make strategic colour choices and craft well-designed typographic layouts for use in a variety of integrated media projects. You will also be taught the basic principles of photography in a digital environment, which will introduce digital single lens reflex (DSLR) cameras as well as basic photo editing and printing techniques.

You will produce video and audio assets for integrated media projects and learn how to create interactive movies and content for broadcast quality videos, virtual environments, digital signage, apps and touch screen devices.
Career Paths

Graduate employment may be found in a wide variety of creative environments including:
- Advertising agencies
- Educational institutions
- Interactive and graphic design studios
- Media and publishing companies
- Web studios

Past Durham College graduates have found employment with the following job titles:
- Creative Designer
- Junior Developer
- Junior Web Developer
- Multimedia Developer
- New Media Designer
- Online Marketing Specialist
- Project Coordinator
- Web Developer
PROGRAM LEARNING OUTCOMES

1. Manage multimedia projects by applying communication, collaboration, organizational, problem solving, and time/budget management skills.

2. Create multimedia projects that meet or exceed client creative design needs by applying a variety of appropriate current knowledge and skills.

3. Develop useable multimedia projects by integrating industry standard formats, applications, programming and equipment.

4. Meet industry expectations for professional behavior.

5. Develop and present a personal multimedia portfolio which clearly communicates their expertise as a multimedia designer.

6. Work independently and as a member of a team to develop multimedia projects.

7. Effectively present a multimedia project to a client in a clear, persuasive and professional manner.
### Interactive Media Design

<table>
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<tr>
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<th>Code</th>
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## INTERACTIVE MEDIA DESIGN

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**NOTES:**

ELE - ELECTIVE - Students may take one or many subjects, depending on the requirements of their program. ELET represents a typical subject load and is included in the total hours per week, to reflect the total hours per week required.

OPT1/OPT2/OPT3 - OPTIONS - Students choose subjects. OPT1 subjects are included in total hours per week.

G - GENERAL EDUCATION - Subjects marked at the left margin with G are "General Education" subjects.
PROGRAM SPECIFIC ACADEMIC POLICIES & PROCEDURES

Class Communication and Course Content

All course content provided, as well as most student communication, will be done through DC Connect, the college's Learning Management System (LMS).

Attendance

We cannot teach you if you don't come to class. The assignments and/or tests will be based on the lectures and demonstrations given in class. Past experience has shown a close parallel between good attendance and high grades. For this reason, if a student misses more than 50% of class time and/or assignments their success in the course cannot be assured. Illness, of course, can be unavoidable and where it does not cause a student to miss major portions of essential work, assistance may be given. However, assistance cannot be given to students who are absent for major portions of the course, regardless of the reasons. If the student is going to be absent from class for an extended period of time, they are required to give advance notice and contact the program's student success officer. To help ensure the student's success in the course, attendance will be taken on a regular basis. The individual professor will decide the method of taking attendance.

Assignment Deadlines and Tests

In the industry, failure to meet the client's needs on time may not only mean the loss of a client, but possibly the loss of one's job. In the program curriculum, late submissions are highly discouraged for this reason. Good time management habits leading to on-time assignment submissions are strongly encouraged.

To ensure prompt submissions, a due date and time will be set by the professor. If the student does not hand an assignment in on time, they will have a one-week grace period when a 25% reduction will be applied to the assignment total. If the assignment were due in class at 11:10am, then the late submission would be due the following week at 11:10am. If an assignment is handed in after the one-week grace period, it will not be evaluated and the student will receive a zero.

If you are not going to be able to attend a test, you are required to contact the professor, the day of the test. Once notified, it is at the professor’s discretion as to what the solution will be. Whatever has been agreed upon between the professor and student does not, under any circumstance, denote precedence.

Missed tests and assignments are excused temporarily only when proper medical documentation is presented.
Assignment Submission

Assignments must be submitted as follows:
1. Web-based assignments must be uploaded via sFTP to the local (DCA) Web Server.
2. Smaller digital-based assignments will be submitted using DC Connect. If the submission is more than one document, then the student is required to ZIP (compress) an appropriately named folder containing the multiple files.
3. Larger digital-based assignments may be handed in using various methods at the professor's discretion, such as a drop-box on the 'design' file server. If the submission is more than one document, then the student is required to ZIP (compress) an appropriately named folder containing the multiple files.

Copying and Plagiarism

Under no circumstance should a student copy or plagiarize another student's work and hand it in as his or her own. Consequences will be at the discretion of the professor, including escalation to the Dean.

Laptop Procedures

To support a positive and professional learning environment, students are expected to refrain from activities not related to classroom learning. When using their laptops, students are to exercise courtesy and respect, and limit the use of the laptops to activities that support their academic studies. Students are discouraged from surfing the net and accessing online material such as games when not related to classroom learning. They are also discouraged from using earphones, except for auditory learning experiences. Students are expected to have valid licenses for personal use of software in Durham College classrooms in accordance with Mobile Computing Policies #1 and 6.

Faculty has the right to ask students to refrain from the use of laptops when activities are not conducive to classroom learning. Students may be asked to leave the classroom if they do not comply with these policies. In the case where faculty may use a non-laptop teaching method, students are expected to comply with the faculty's request not to use the laptop.
POLICIES FOR THE SCHOOL OF MEDIA, ART & DESIGN

Communications

- Pursuant to the Freedom of Information & Protection of Privacy Act, the divisional office will not release any personal information regarding a student. This includes academic standing, personal data, timetable information, etc. Information will not be released to any relative including spouse, mother or father. If a student wishes to include parents in any conversations, a Freedom of Information Release form must be completed prior to the meeting.

- Students are responsible for regularly checking their MYCAMPUS email and DC Connect for messages from professors.

- If the student has a concern with a particular course, the student should speak directly to the professor. If the matter cannot be resolved, students may make an appointment with the Student Advisors (Kerry Doyle-Brownell or Alexandra Burke) and may be referred to the Dean.

- Staff in the School of Media, Art & Design may be contacted in three ways: by telephone (905-721-2000), by email, or by appointment. Check with professors on their preferred contact method.

Timetables

- Timetables are available online through our intranet – MYCAMPUS. You can view and/or print your timetable from any computer with Internet access. If you require assistance, please contact the Help Desk: 905-721-2000 x 3333.

Disclaimer

- Because of the ongoing need to improve our curriculum, there may be some changes in courses offered. If this occurs, we will notify those affected.

Labs

- Computer labs are reserved for coursework. Games are not permitted. No adult materials should be displayed at any time and no MSN or other chat rooms are permitted.

- Photography labs are reserved for registered students only. Safety procedures must be followed at all times. Students are responsible for tidying their own work area after use.

- Program specific labs are used for classes and program activities. Students who wish to use these labs during scheduled classes must do so with minimum disruption to the class and approval from the professor.

Graduation Requirements

- Students must have a cumulative G.P.A. of 2.0 or higher to be eligible for graduation. In addition, a student must have successfully completed all required courses.
• A student who has a G.P.A. of less than 2.0 should contact the school office to arrange for academic counseling. Please refer to the Grading System section of the Student Handbook for more information.

• At least 25% of the completed program subjects and/or weighted credit hours must be completed at Durham College to be eligible for a Durham College diploma.

Final Marks

• Faculty members or office staff will not release final marks. Grades will be posted on MYCAMPUS.

Student Work

• Faculty will return student work directly to the student normally within a scheduled class hour.

• Students must hand in work following submission directions from the professor. It is the student’s responsibility to submit work to the professor before the due time and date. Unless informed otherwise all work is due at the beginning of the class. The media, art & design industry is deadline oriented; therefore students must learn excellent time-management skills. All late submissions will attract a penalty deduction or may not be accepted. Check your subject outline for specific penalties assigned to each course.

• Under no circumstances is work accepted at the Administration office.

• All submissions must meet specified guidelines as detailed by the professor.

• In-class assignments cannot be made up.

• Students should keep back-up copies of all assignments in case the original is lost.

• Assignments submitted electronically must be in the format designated by the professor. Attachments that will not open are the responsibility of the student and subject to late or non-submission penalties.

• Medical documentation or other documentation will be required in cases of missed assignments and tests.
Attendance

- Class attendance and participation will enhance your opportunities for success.
- If a student is absent for three classes the professor will contact the administration office and the student will be contacted.

Tests

- All tests must be written as scheduled.
- Students who arrive late for a test will not be allowed to write the test and will not receive a make-up opportunity.
- If the student expects to miss a test, they must contact the professor before the test begins.
- Medical documentation or other documentation will be required in cases of missed tests.
MAD RESOURCES for Students

There are a wide variety of excellent resources available to students enrolled in the School of Media, Art & Design. To assist in the access and appropriate use of these resources, MAD has friendly, expert staff available to help with equipment sign-out, technical issues, and colour printing.

Meet the staff:
- Jim Ferr…………………..Technical Coordinator / Server Specialist
- Darren Fisher……………..Mac Technologist
- Oliver Fernandez…………….Photo/Video Technologist
- Megan Pickell……………..Media Loans and Colour Printing

Our support staff can be found in our Tech Offices (C225 or C12) or in Media Loans (L120).

Media Loans – Room L120
To support student assignments, an equipment sign-out service is provided. To borrow equipment, the student must login to https://marks.durhamcollege.ca/signout and agree to our online agreement, reserve equipment needed and then present a valid student ID card in L120, which is scanned along with the asset tag on the piece of equipment being borrowed.

Equipment available for sign-out includes: DSLR cameras, lenses, tripods, flashes, digital video cameras, graphic tablets, microphones and more. For details, please visit L120.

Due Dates
Because this equipment is a resource shared by students in multiple programs and classes, reasonable return dates for equipment have been established. Each student must abide by the rules in the borrower agreement and will be responsible for College equipment in their possession. Failure to return equipment by the due date and time will result in a progressive restriction of borrowing privileges. For details on current policies, please visit room L120.

Sign-Out Procedure
Media Loans Office hours of operation are posted outside room L120. Students are required to present a valid student card to borrow equipment. Equipment cannot be signed out without a student card. To replace a missing student card, please visit Campus ID Services.

Lost or Damaged Equipment
Lost or damaged equipment should be reported to the Media Loans staff immediately. If equipment cannot be returned by its due date please e-mail Jim (jim.ferr@durhamcollege.ca) or call the divisional office at (905) 721-3067 to avoid restrictions on your borrowing privileges.
Colour Printing – Room L120
Colour laser printing is available during hours posted on the door of L120. The procedure for obtaining colour prints is as follows:
- Colour prints are purchased (minimum quantity of 5) from the Accounting cashiers in the Student Services Building. Pricing information is available in room L120.
- Alternatively, on Mondays, Wednesdays and Fridays students can purchase print credits in L120 but only with a debit or credit card, no cash.
- Once payment has been made, the student must present the receipt in room L120 where the number of prints purchased will be recorded in our database.
- Files to be printed can be sent to the colour printer from any computer on the network. Once a file has been sent to the printer, the student must visit L120 and present a valid student card to release the print. Staff will record each print to update our database and keep track of the number of remaining print credits.
- Additional print credits can be purchased as required. Please note that the Accounting department closes at 4:30 PM and is located in the Student Services Building.

The MAD colour printer supports letter, tabloid and 12 x 18-inch sizes — paper is supplied. Please see our support staff in room L120 for further details.

Macintosh Desktop Labs
Our support staff are experts in the setup, operation and maintenance of Macintosh hardware. Our Mac labs are L101, L108, L127 and B111. Our goal in selecting the operating system and applications we install is to ensure maximum stability and functionality. If you have questions about specific software versions, please see our support staff.

Lab Access
Our computers are in high demand, but MAD students have reasonable access to the desktop labs. Please be courteous to other lab users. Students who need access to a lab when a class is in progress must seek approval from the professor in the lab. Students who are given guest access must respect the wishes of the professor. Lab access policies also apply in the evening when Continuous Learning may have scheduled classes. Specific hours and policies for access are subject to change. Please check with your professor, the technical staff in room L120 and look for details posted in the labs.

Desktop Login Procedure
Students should use their student ID and network password to login to our desktop systems. It is the student’s responsibility to change their account password in order to protect their data. This will prevent the potential loss or theft of data. For Animation/Game Dev accounts contact your professor. Students should review the ITS Acceptable Use Policy in the student handbook. Password and account issues and questions are answered by the ITS Service Desk in the Learning Commons, room SW100.
Backing Up Your Data
Students are responsible for their own data and backups. Complete details about the College’s information systems policies can be found in the student handbook. If your data is worth creating, it is worth having a backup copy. Important data should be backed up to removable media, such as USB Flash "sticks", an external hard disk or optical discs. There are machines in each lab capable of burning compact discs or DVD media. Check with our support staff or your professor for assistance. We are always happy to help students with backup needs.

Laptops in Desktop Labs
Students are discouraged from bringing laptops into desktop labs because there are no Ethernet ports available for their connection to the network and limited wireless coverage where computer labs are located. Please do not disconnect network cables from the desktop systems in order to use the network on your laptop. Rooms L126, L123, L220, L208, the Learning Commons and various common areas are available for laptop users. Students who need assistance transferring data from laptop to desktop or vice versa should seek our help in C225 or C12.

No Food or Drink, Please
No food or drink is permitted in the Macintosh desktop labs, although drinks with a lid are tolerated. As a courtesy to your support staff and fellow students, please eat or drink in the common areas such as the cafeteria rather than bringing food and drink into a Mac lab. Every year keyboards and sometimes computers are damaged due to spills. In addition, food odor’s may disturb other lab users. Please treat the labs and other lab users with respect.

Protecting Your Data
Every year students come to use with laptops that have been dropped or had drinks spilled into them, or hard drives that have failed. In some cases we can recover your data. It is much better for all concerned if you back up important data to protect yourself from accidents and hardware failures. Please see us for help on how to backup your data.

Audio Suite
Students enrolled in Media, Art & Design programs have access to an audio suite used for creating voiceovers and editing sound. The audio suite is located under the C-Wing lecture hall in room C113A. Students need to follow the booking procedures online through our sign-out system. Please contact the staff in L120 if you have questions or need support.

Our Doors Are Open
Our support staff are here to help. Please feel free to approach us with your questions and concerns. We’re here to ensure your success as a Media, Art & Design student.
Academic Advising - Student Advisors
Each school provides a student advisor(s) to help you reach your full academic potential. These representatives can assist you with: accessing other college services; developing academic plans to promote success in the event of failed subjects or a low GPA; finding equivalent credits; identifying career goals and making sound academic decisions; making decisions regarding full- and part-time studies; reviewing graduation requirements; selecting electives and options; setting up academic plans; or transferring to another program. To view contact information for your Student Advisor, please visit:  
http://www.durhamcollege.ca/student-experience/helping-you-succeed/academic-support-resources/academic-advising

Academic Integrity
Academic integrity refers to the pursuit of scholarly activity in an open, honest and responsible manner. Acts that undermine academic integrity, such as plagiarism, cheating and misrepresentation of work, contradict Durham College’s core values. To ensure the highest academic standards, students are accountable for the work they produce, and student work must be the product of his or her efforts. Durham College has purchased a license with Turnitin.com, an online service to detect unoriginal work and citation errors. The Academic Integrity Policy and Procedure documents (http://www.durhamcollege.ca/academicpolicies) provide a comprehensive explanation of Durham College’s expectations regarding academic integrity.

Aegrotat
Aegrotat refers to a ‘compassionate pass’ in a course in which, due to emergency circumstances related to health and wellness, a student was unable to complete all of the evaluation requirements. Emergency circumstances that may warrant the designation of an Aegrotat include, but are not limited to: injury, illness and/or bereavement. Documentation supporting the request for an Aegrotat designation may be required.

The awarding of an Aegrotat credit is noted in a student’s transcript as AEG and is therefore not included in the calculation of a student’s grade point average. A student shall receive Aegrotat standing only once in a five year period.

Further information about Aegrotat standing can be found in the Aegrotat Policy and Procedure documents, please visit the following link:  http://www.durhamcollege.ca/academicpolicies

Centre for Students with Disabilities
The Centre for Students with Disabilities (CSD) at Durham College provides services to students with disabilities to ensure that equal access is available to all aspects of the academic environment. These services are designed in accordance with the Ontario Human Rights Code and the Accessibility for Ontarians with Disabilities Act. Our services are confidential. Please visit the following link to view valuable information regarding the CSD:  
http://durhamcollege.ca/student-experience/helping-you-succeed/centre-for-students-with-disabilities
Continuing Education Course Book
If you are unable to access a day-time course (timetable conflicts, wish to repeat a course, etc.) or want to get a head start on your next semester, discuss your options with your Student Advisor. To view comprehensive information regarding Continuing Education offerings, please visit the following link:
http://www.durhamcollege.ca/academic-schools/school-of-continuing-education

Course Outlines
For each course, a Course Outline that describes course learning outcomes, course content, learning activities, evaluation methods, timelines and support resources is available online. Please note that students are expected to download copies of their course outlines from MyCampus prior to the first class in each course. Instructions for downloading are located on MyCampus at: http://www.durhamcollege.ca/mycampus
Please visit the following link to view the Course Outlines Policy and Procedure documents: http://www.durhamcollege.ca/academicpolicies

Credit Transfer Information
Durham College is dedicated to helping you build upon your previous education. If you have studied previously at Durham College or another recognized post-secondary institution, you may be eligible to receive credit for the courses you have successfully completed. Please view the following link for credit transfer information:
www.durhamcollege.ca/credittransfer

Durham College Mission, Vision and Values
Our mission, vision, values were created to help ensure the success of our students, staff and faculty. Please view our guiding principles at the following link:

Essential Employability Skills
Essential Employability Skills (EES) are skills that, regardless of a student’s program or discipline, are critical for success in the workplace, in day-to-day living, and for lifelong learning. Please view the following link for further information:

General Education
The Ministry of Colleges and Universities requires all Ontario college students enrolled in a 2-year Ontario College Diploma or a 3-year Ontario College Advanced Diploma program to successfully complete three or more General Education (GNED) courses prior to graduation. For more information about GNED course selection, a full listing of GNED electives (with course descriptions), and how to receive GNED credits for prior post-secondary studies, please visit the General Education website at: http://www.durhamcollege.ca/academic-schools/school-of-interdisciplinary-studies-employment-services/general-education
Important Dates
Durham College strives to keep you informed of all important dates throughout the academic year. Please review the 2014-2015 important dates that includes fee payments, web registration, add/drop, exam dates etc. You can find this information online, in the Durham College handbook and on MyCampus. Please review MyCampus for important updates and reminders on important dates.

Learning Management System Usage (LMS)
Professors are expected to use LMS or DC Connect to support student learning. As per the Learning Management System Usage procedure, faculty will post and reveal all marks to their students on an ongoing basis. To view the LMS Usage Policy and Procedure, please visit the following link: http://www.durhamcollege.ca/about-us/corporate-links/governance/policies

Library
The Library is here to help you succeed! Stop by for help to research a topic, complete an assignment, or when you just need a quiet place to study. You may visit the library virtually at http://www.durhamcollege.ca/library or to view information regarding locations, hours, and more, please visit the following link: http://www.durhamcollege.ca/student-experience/learning-spaces/library/about-the-library

Missed Final Examinations
A final examination is a discretely designed assessment administered in Week 15 of a 14 week semester. Students who, as a result of non-emergency circumstances, miss one or more final examinations during a single examination period may be eligible to apply to defer/reschedule the writing of these assessments.

To be eligible, students must have no less than a cumulative 1.5 GPA, apply for consideration using the appropriate forms and pay a fee. This privilege can only be used by a student once in a five-year period. External accreditation requirements, the availability of appropriate examination facilities and other constraints necessitate that not all courses will be eligible.

For more details, students should speak with their Student Advisor or review the Missed Final Examination Policy and Procedure documents at the following link: http://www.durhamcollege.ca/academicpolicies

Pathways to Degrees
Continue your post-secondary journey and leverage your Durham College education to earn additional credentials. To learn how you can further your education, visit www.durhamcollege.ca/pathways or check out the Durham College Transfer Guide at www.durhamcollege.ca/transferguide. Additional information regarding transferring between institutions in Ontario can be found at www.ontransfer.ca.
Prior Learning Assessment and Recognition (PLAR)
Prior Learning Assessment and Recognition (PLAR) is the process you can use to gain college credit(s) for learning and skills acquired through previous experiences. This may include workplace training, life experiences, self-directed study, community work, travel, hobbies and military service. By using the PLAR process, you may be able to complete a college certificate or diploma program in less time. Please view the following link for PLAR information: http://www.durhamcollege.ca/wp-content/uploads/plar.pdf

Requirements For Promotion
Evaluation and Promotion:
Academic courses are evaluated using a variety of methods such as tests, essays, labs, written or verbal assignments, in-process activities, group work and/or final examinations. The evaluation criteria for each course are noted in its course outline. Students are advised to familiarize themselves with these criteria early in the semester. Please refer to the Grading and Promotion Policy and Procedures documents (http://www.durhamcollege.ca/academicpolicies) for a complete overview of grading and promotion practices.

Academic Probation:
Students who are not progressing satisfactorily according to criteria published in their respective program guides may be placed on academic probation, at the discretion of the school Dean or designate. Such students may be allowed to continue their studies on a Letter of Permission (an academic student contract) which will specify conditions which must be met to continue in their programs. Students who do not meet the conditions of their academic probation may be required to withdraw from full-time studies.

Scholarships, Bursaries and Awards
The Financial Aid and Awards office provides students with options to help fund their educational costs. To view valuable information, please visit the Financial Aid and Awards Web Site.

Student Academic Learning Services (SALS)
The Student Academic Learning Services Centre helps Durham College students to achieve their academic goals. Academic supports include: peer tutoring, learning skills services, writing skills services, English language services, and subject specific supports for math, science, and business. Please visit the following link to view valuable information regarding SALS including how to register for 24/7 online access to SALS academic resources: http://durhamcollege.ca/student-experience/helping-you-succeed/student-academic-learning-services-sals
Student Communications
Durham College is committed to communicating important information to you. Please view the following link to reference a comprehensive chart indicating specific vehicles. For example, social media, DC website, DC Mail, MyCampus, DC Connect, and more: http://www.durhamcollege.ca/wp-content/uploads/DCCares_StudentMatrix_v5.pdf

Student Rights and Responsibilities
A policy and procedure is in place which articulates the rights and responsibilities of students at Durham College, and provides a framework for addressing non-academic misconduct by students. To view the Student Rights and Responsibilities Policy and procedure, please visit the following link: http://www.durhamcollege.ca/academicpolicies