



North Central State College
MASTER SYLLABUS
2019-2020

- A. Academic Division: Business, Industry and Technology
- B. Discipline: Visual Communications Media & Technology
- C. Course Number and Title: VCMT2700 Capstone Multimedia Portfolio
- D. Course Coordinator: Lynn Damberger
Assistant Dean: Toni Johnson, PhD

Instructor Information:

- Name: Click here to enter text.
- Office Location: Click here to enter text.
- Office Hours: Click here to enter text.
- Phone Number: Click here to enter text.
- E-Mail Address: Click here to enter text.

- E. Credit Hours: 2
Lecture: 1 hour
Laboratory: 2 hours
- F. Prerequisites: 24 credits of VCMT classes must be completed or concurrent (with a C- or better). Students must have a 2.0 GPA.
- G. Syllabus Effective Date: Fall, 2019
- H. Textbook(s) Title:

Graduate to a Great Career

- Author: Catherine Kaputa
- Copyright Year: 2016
- Edition: 1st
- ISBN: 2781857886405

Necessary textbooks for appropriate software used to assemble and produce portfolio. This will differ between students and their curriculum track.

- I. Workbook(s) and/or Lab Manual: None
- J. Course Description: This course is designed to take a project idea from pre-production to finished product. Students will be expected to utilize all skills acquired in their VCMT program to assemble an electronic portfolio which can be used for employment interviews. All VCMT course requirements or be concurrently enrolled. This class should be taken within 20 credit hours of graduation.

K. College-Wide Learning Outcomes:

College-Wide Learning Outcome	Assessments - - How it is met & When it is met
Communication – Written	
Communication – Speech	
Intercultural Knowledge and Competence	
Critical Thinking	
Information Literacy	
Quantitative Literacy	

L. Course Outcomes and Assessment Methods:

Upon successful completion of this course, the student shall:

Outcomes	Assessments – How it is met & When it is met
1. Create a portfolio for employment in the digital media technology industry, including planning and designing.	Final portfolio Week #13
2. Assemble digital artwork completed during the Visual Communications Media & Technology program at NC State College.	Portfolio content list Week #9
3. Write a resume appropriate for the industry.	Resume Week #7 & #13
4. Present their portfolio presentation.	Mock presentation and presentation in final interview Week 14 & 15
5. Job interviewing skills	Mock interviews Week #15
6. Produce an interactive portfolio in appropriate software for their content area.	Software exercise. Week #1 & #2
7. Participate and display work in annual Art Show.	Art Show – will vary depending on room scheduling and spring break holidays.

M. Topical Timeline (Subject to Change):

1. Learn basics of creating a portfolio
2. Review and assemble all work created from previous courses
3. Plan and design an interactive digital portfolio
4. Gain an understanding of how to assemble a multimedia portfolio using appropriate software for content
5. Produce an electronic portfolio
6. Write a creative resume
7. Job interviewing skills

N. Course Assignments:

1. Sample Portfolio Presentation
2. Portfolio Structure Exercise
3. Narrative & Goals
4. Resume & Flow Chart
5. Interface
6. Cover Letter and Resume, Art Show
7. Email Ad response & 2nd draft Resume
8. Rough Draft Portfolio
9. Final Portfolio
10. Mock Interviews
11. Revised Portfolios

O. Recommended Grading Scale:

NUMERIC	GRADE	POINTS	DEFINITION
93–100	A	4.00	Superior
90–92	A-	3.67	Superior
87–89	B+	3.33	Above Average
83–86	B	3.00	Above Average
80–82	B-	2.67	Above Average
77–79	C+	2.33	Average
73–76	C	2.00	Average
70–72	C-	1.67	Below Average
67–69	D+	1.33	Below Average
63–66	D	1.00	Below Average
60–62	D-	0.67	Poor
00–59	F	0.00	Failure

P. Grading and Testing Guidelines:

Click here to enter text.

Q. Examination Policy:

Click here to enter text.

R. Class Attendance and Homework Make-Up Policy:

Click here to enter text.

S. Classroom Expectations:

Click here to enter text.

T. College Procedures/Policies:

Important information regarding College Procedures and Policies can be found on the [syllabus supplement](#) located at <https://sharept.ncstatecollege.edu/committees/1/curriculum/SiteAssets/SitePages/Home/SYLLABUS%20SUPPLEMENT.pdf>

The information can also be found Choose an item.