ADES 3513 | “Information Design & Data Visualization” | Course Syllabus

Course Description
This three-semester-credit-hour undergraduate course will transpire over a 16-week span of time and is designed to build upon knowledge students enrolled in it will have constructed during their prior enrollments in the array of courses that precede it in the BFA in Communication Design: User Experience Design Track (BFA CDES: UXDT) degree plan sequence. This course is designed to be taken during the first semester of the third year of enrollment in the curriculum that facilitates the BFA CDES: UXDT degree plan, and has been designed to complement the learning experiences students enrolled in it will experience during their concurrent enrollment in ADES 3503 “Planning and Developing UX and IX Systems.”

The primary goals, expressed as student learning outcomes, of the learning experiences that constitute ADES 3513 Data Visualization and Information Design are to allow each individual BFA CDES: UXDT candidate enrolled in it to:

1. engage in the contextual research necessary to gather and critically analyze the key issues, conditions, networks, and actors—expressed as sets or types of data—that have affected, are affecting or could affect the evolution of a given social, technological, environmental, economic or political/public policy situation;

2. formulate a hierarchy of information based on the data gathered and analyzed in item 1 to iteratively develop multiple approaches for diagrammatically structuring this data in visually communicative ways that would allow a specific target audience to compare and contrast the most crucial data points, or concepts and ideas, as they evolve over time, or as a result of the affect or influence of a particular variable—these may sometimes be expressed as trends, patterns or systems, and may be depicted using standard data visualization tropes and conventions, such as (but not limited to) fever graphs, bar charts, proximity diagrams, progression diagrams, maps and mapping conventions, and axial diagrams;

3. learn to express the data gathered during their engagements in items 1 and 2 (what is described in item 2 above, as well as illustration(s), typography, photography, symbology and the considerate assertion of color into a visually congruent whole that allows a target audience to discern a complete story; such as introductory, or contextualizing, copy, as well as conclusions, and, as necessary, calls to action;

4. learn to determine whether the complete story described in item 3 would be best expressed in a manner that a. persuades, b. informs, and/or c. entertains, and then engage in design decision-making that yields an outcome or multiple outcomes that achieves one or more of these ends;

5. learn to present the outcomes described in item 4 in ways that effectively include “framing information,” such as introductory, or contextualizing, copy, as well as conclusions, and, as necessary, calls to action;

6. learn to edit the data-cum-information developed during steps 1-5 into a form or forms within a format that allows the target audience to convert this material into usable, useful and, if necessary, actionable knowledge;

7. become familiar with the approaches for and develop the skills necessary to develop and execute a. simple data visualizations, b. static infographics (print and online), c. dynamic infographics and d. interactive infographics.

Credits and Prerequisites
All students enrolled in this course must have already taken and successfully passed (i.e., earned a final course grade of “C” or better): the following courses: ADES 1500, ADES 1513, ADES 1543, ADES 2513, ADES 2518,
of our everyday lives affect, or “massage” what he referred to as “the human sensorium,” and can themselves become kinds of messages rather than merely the means to deliver them.

4. The actors referred to here can be thought of as users, as students enrolled in this curriculum will have already learned to think about them and to design on their behalves, whose lives will or may be affected by how a given set of circumstances within a particular situation might be altered if the information informing these circumstances were to be presented to them in a way(s) that would cause them to think differently about them.

and ADES 2523. ADES 3513 is a three-credit hour, undergraduate course that is required for all UNT CVAD Communication Design majors seeking a B.F.A. in Communication Design with a concentration in User-Experience Design.

Course Content
This course will be comprised of four visual communication design projects that will challenge students to convert complex sets of data-cum-information into visually compelling, effectively conveyant information design artifacts and/or systems. These projects will help students learn to effectively develop and execute one or more data visualization or infographics-based artifacts or systems guided by project-based-learning approaches. Each of these should, when completed, function to allow a given audience to discern meaning from them in ways that effectively inform their decision making processes about how they think, feel and wish to act in response to a particular social, technological, economic, environmental or political/public policy situation or set of circumstances. Each project will adhere to the same development and design schedule. The work of individual students and student teams has the potential to be guided by individually or team-asserted biases and working parameters on a per-project basis.

Each BFA CDES: UXDT student enrolled in ADES 3513 “Data Visualization and Information Design” will be challenged—on a per-project basis—to construct and discover new knowledge and understandings as he/she/they engages in various iterative design processes, prototype(s) development, and some degree of testing and implementation required to successfully realize the completion of the assigned course projects (particularly with regard to the final two of these).

A select array of technical skills that will help students facilitate particular aspects of the development and design of their data visualization and infographic-based artifacts and systems will be addressed or demonstrated by the instructor on a limited basis as the course schedule progresses, but the majority of class time will be spent engaging in the critical analysis of each student’s evolving work (again, on a per-project basis). It is expected that each student will augment the development of each of his/her course projects as necessary with their own, self-guided construction of knowledge regarding the operation(s) of various types of software, programming and other aspects involving individual project execution and delivery.

Course Objectives
Through the completion of course assignments, students will acquire competency in the following areas:

- the construction of knowledge that informs how individuals and groups think and make choices as they engage in everyday interactions with information presented in visually communicative artifacts and systems
- a set of core skills and a knowledge base necessary to effectively plan and guide the development of data visualizations and informational graphics artifacts and systems
- processes for iteratively developing effectively communicative, visually realized and broadly disseminated data visualization artifacts and systems
- the formal skills necessary to configure combinations of data visualization, illustration(s), typography, photography, symbology and the considerate assertion of color in ways that facilitate effective decision-making regarding a specific situation or set of circumstances on behalf of a particular target audience or user group
the ability to make broadly informed, deeply considered choices about what aspects of data to include and exclude from particular manifestations of data visualizations and informational graphics to ensure that the essential meaning they wish to convey is effectively understood by a given target audience or user group

Through the completion of course assignments, students will develop competency in the following areas:

- the ability to plan and operate the development and then the design processes necessary to effectively guide the evolution of the kinds of complex, multi-faceted projects they will be challenged to resolve in this course, and beyond it
- the ability to account for the social, cultural, economic and political biases among their assigned or chosen target audiences and user groups, so that they can make appropriate design decisions on behalf of many different types of these as they progress through the BFA CDES: UXDT degree plan and beyond it into their respective career paths
- the ability to cultivate knowledge gleaned from existing informational graphic design tropes and conventions so they can effectively utilize this to guide their design decision-making when they are challenged to make complex information understandable and actionable to a specific target audience or user group
- The ability to logistically plan the evolution of a complex information design project so that the manner in which it evolves can account for criticism offered by whatever stakeholders and/or project collaborators are involved in attempting to realize this project to good effect
- The ability to design-and-write, or write-and-design, effectively communicative and emotionally engaging introduction, main content area, and conclusion copy/text, and the imagery to support this, in ways that effectively inform the decision-making of a specific target audience or user group

Through the completion of course assignments, students will continue to develop competency in the following areas:

- The ability to glean useful and usable information gleaned from human-centered design research about the biases, needs and aspirations of a specific target audience or user group
- The ability to articulate key rationales for making particular design decisions so these can be openly and critically discussed by project stakeholders and collaborators, as well as their instructor
- The abilities necessary to consistently and effectively combine arrays of typographic, symbolic, illustrative, and photographic imagery to create visually communicative design work that is aesthetically compelling and conceptually engaging
- The abilities necessary to engage in various types of digital products and systems programming necessary to facilitate effective and delightful interactions between the systems they design and those target audiences or user groups on whose behalves these products and systems were designed

Course Structure

This course is offered in a design studiolab format, and will meet for two, 170-minute class sessions per week. Course content and studiolab etiquette during critically dialectic exchanges between fellow-students and students and faculty are all consistent with the requirements of pursuing a career in professional User Experience and Interaction Design environments. Under the guidance of the instructor, each BFA CDES: UXDT student enrolled in ADES 3513 will spend...
specified amounts of time—between three and five weeks—engaged in developing and designing four assigned projects that must endeavor to satisfy a particular set of data visualization or informational graphics parameters.

Regarding the possibility ADES 1513 students might be exposed to challenging course content

Course content in the visual arts and design can sometimes include works, situations, actions, and language that can be personally challenging or offensive to some students on the grounds, for example, of sexual explicitness, violence, or blasphemy. As the College of Visual Arts and Design is devoted to the principle of freedom of expression, artistic and otherwise, and it is not the college’s practice to censor these works or ideas on any of these grounds. Students who might feel unduly distressed or made uncomfortable by such expressions should withdraw at the start of the semester and seek enrollment in another course.

A Brief Articulation of UNT’s Non-Discrimination Policy

As members of the UNT community, we have all made a commitment to be part of an institution that respects and values the identities of the students and employees with whom we interact. UNT does not tolerate identity-based discrimination, harassment, and retaliation. UNT’s full Non-Discrimination Policy can be found in the UNT Policies section of this syllabus.

In light of our efforts to prevent the spread of COVID-19

What follows has been excerpted directly from the UNT “Health Alerts” website (healthalerts.unt.edu).

*The best way to ensure your personal safety with regard to COVID-19 is to obtain a full course of vaccination. Vaccinations have been found to drastically reduce the chance of experiencing severe impacts from COVID-19 and minimize transmission of the disease.

*UNT continues to urge students, faculty and staff to take one of the approved COVID-19 vaccinations currently offered.

- Vaccines are offered at the Student Health and Wellness Center.
- Visit the Denton County site for information on vaccine availability and other providers.
- You’ll find vaccine options at local pharmacies and other locations from the Texas Department of State Health Services.

*Mandatory Testing

*All students, faculty, and staff will be required to have a COVID-19 test at designated intervals throughout the fall semester, with the first testing interval being Aug. 16 - Sept. 10. Additional testing intervals will be determined and announced. Vaccinated individuals can opt-out of the mandatory testing requirement by uploading proof of vaccination by Sept. 10.

*COVID-19 testing is provided to UNT community members by:

- **Curative, Inc.:** Faculty, staff and students can get a free COVID-19 test through Curative, Inc. The testing in the University Union, Room 381, is available from 8 a.m. to 6 p.m. Monday through Friday and 10 a.m. to 4 p.m. Saturdays, closed Sundays and holidays. To sign up for the free testing, visit cur.tv/UNTunion.

- **Student Health and Wellness Center:** Students can learn the latest availability at the center’s website.
"Approved Vaccinations from Other Countries"

In addition to Pfizer, Moderna, and Johnson and Johnson, UNT does recognize vaccinations received in other countries as long as the vaccine is on the World Health Organization (WHO) approved list. The approved vaccinations allow you to travel to and from campus without the need to quarantine. However, you must follow other CDC guidelines regarding international travel. International faculty and students who have access to an approved vaccine are encouraged to get fully vaccinated prior to traveling to the U.S.

"Please see the WHO’s full listing of approved vaccines globally (https://www.who.int/emergencies/diseases/novel-coronavirus-2019/covid-19-vaccines/advice). The list will be updated as additional vaccines are approved."

Finally:

Please DO NOT physically come to class with the instructor and your classmates in room 284 of the CVAD Building Complex if you are feeling ill, or are exhibiting symptoms of illness (i.e., you have a fever of 100° or higher, you are actively and consistently coughing or sneezing, you have shortness of breath, you are experiencing nausea and/or headaches, you are experiencing diarrhea). It is recommended that each student enrolled in f21 ADES 3513 wear a non-ventilated face mask to our class sessions held in room 284 of the CVAD Building Complex, and continue to wear it through the duration of a given day’s class session (and for the entirety of the time the student is INSIDE ANY OF UNT’S BUILT ENVIRONMENTS!). More information about the types of masks that have been approved for on-campus wear at UNT during the pandemic, please visit: https://www.untsystem.edu/covid-response-guidelines#toc-3, and then please scroll down to the subhead that reads: ‘Face coverings and PPE.’

f21 ADES 3513 students are advised that they must clean and sanitize the chair and the desk they will use throughout the class session as roll is being taken that day. Each student must also do this just prior to leaving each class session at about 1:45 or so each afternoon of the coming semester.

Course Components

Each of the four information design and data visualization design challenges that constitute the bulk of the content of this course that will evolve as it progresses will necessarily involve a good deal of in-class critical analysis and discussion. These challenges will also necessitate that each student enrolled in the fall 2021 version of ADES 3513 devote between eight and twelve hours per week outside of class to engaging in their coursework if he, she, or they is to effectively acquire and construct the knowledge that the course content requires. The majority of our time in class will be spent engaging in critical, broadly informed analysis of human-centered, user-experience-based design decision making, particularly as this affects and is affected by how given groups of people perceive and act upon complex comparisons of visually presented data-cum-information. Each student will be required to actively contribute to the critical dialogues that will transpire in our classroom during almost every class session of the semester. Each of the four assigned, user-experience-based, information design/data visualization challenges that will be assigned over the course of the semester will be assessed for grading once they have been turned in, as will each student’s participation, or lack thereof, in the iterative and heuristically informed design processes that will have fueled and guided their creation. More specific information about the nature of each of these four projects and their respective schedules, begins immediately below.
An Overview of How Students Enrolled in This Course Will Be Graded Combined with the Project Schedule

Each of the four assigned data visualization or informational graphics projects that will evolve over the course of the semester schedule will be worth a specific number of total course points that will accumulate toward each student’s final course grade. Each of these projects will be evaluated according to criteria articulated to all students in writing on the day it is launched. How effectively each student is assessed to have addressed specific “per project” criteria will be recorded on an assessment document that each student will receive one to two weeks after the culmination of each of the four projects that comprise the coursework for ADES 3513. The final informational graphic project and final project presentation of it, or “pitch,” must be completed by the final exam date and time for this course (Wednesday, December 8 at 11:00 am). There is no final exam for this course, as the final project functions in lieu of this. An outline of the project schedule and a depiction of how the weighted percentage that the grade earned for each project will affect the final course grade for an individual ADES 3513 student appears below.

Please note: team projects that fail to be turned in prior to the deadlines specified in the Daily Class Schedule will not be graded (they will earn final project grades of “0”; this is worse than earning a final project grade of “F”).

Project 01 | Depicting comparative data-cum-information sets to change thinking and motivate action
A stand-alone, data-cum-information design visualization of tightly contextualized material in a 4-color-printed, 17” x 22”/22” x 17” surface area: develop and design a “wall piece” targeted at an audience YOU qualify that might compel them to a. think differently about the S.T.E.E.P. issue assigned to you, and b. act differently/take action.

[08.23.21–09.08.21; teams of three to four students will gather research, but each individual student must render his/her own project outcome by 11:00 am on the deadline date and turn this project in for grading at that time.
Please note that each student team must present a project schedule to the instructor on the second day of this project's allotted time span and then—upon approval by the instructor—follow that schedule.] The assessment of this project will constitute 20% of an f21 ADES 3513 student's final course grade.

Project 02 | Designing a multi-screen/page infographic system that utilizes storytelling to support its rhetoric
A hypothetically commissioned, online-facilitated or delivered artifact that combines a mixed use of at least two of the following elements: data visualization components, symbols, illustrations, photographs, typography, and/or numerics to visually communicate a data-driven story in a persuasive/"rhetorically charged" way to a given audience.

[09.08.21–09.29.21; teams of three to four students will gather research, but each individual student must render his/her own project outcome by 11:00 am on the deadline date and turn this project in for grading at that time.
Please note that each student team must present a project schedule to the instructor on the second day of this project's allotted time span and then—upon approval by the instructor—follow that schedule.] The assessment of this project will constitute 20% of an f21 ADES 3513 student's final course grade.

Project 03 | Designing an interactive, “map-based” means to communicate comparative information
A hypothetically commissioned, DYNAMIC (i.e., zooming, clickable, animated or containing animated elements, or some combination of these) informational graphic/"infographic" artifact that combines a mixed use of at least three of the following elements within/upon some form of mapping configuration: data visualization components, symbols, a timeline(s), illustrations, photographs, typography, and/or numerics to visually communicate a data-driven
“story” that affords a given audience multiple opportunities to convert information into knowledge about how and why a given array of events in a particular place or places has had the S.T.E.E.P. effects over a set span of time.

[09.29.21–10.27.21; teams of three to four students will gather research, and the entire team will then work together to realize a viable, effectively communicative outcome to this project, which must be presented to the entire class beginning at 11:00 am on the deadline date. Please note that each student team must present a project schedule to the instructor on the second day of each project’s allotted time span and then—upon approval by the instructor—follow that schedule.] The assessment of this project will constitute 30% of an f21 ADES 3513 student’s final course grade.

Project 04 | Designing an interactive, DYNAMIC informational graphic/“infographic” system

Each team is responsible for identifying an NGO, a non-profit organization, a governmental agency (this doesn't necessarily mean that it must be overseen by the U.S. federal government; if your team wishes to hypothetically work on behalf of the Rwandan or Sri Lankan governments, or one of about 236 others, that’s fine, as long as you can make a credible case for doing this…) or a philanthropic group on whose behalf it will create an well-contextualized, comparatively presented, interactive, information design experience targeted at a particular audience or set of audiences. that would allow them to convert the contextualized, comparative information you choose to present/reveal into some combination of knowledge and understanding that would allow them to change or advocate for change in and/or around a S.T.E.E.P. issue that the organization you have chosen to work on behalf of would support. The “dynamic” aspect of this project will require each team to 1) combine a mixed use of at least four of the following elements: data visualization components, symbols, illustrations, photographs, mapped and/or mapping elements, video clips, typographic elements (arranged/configured hierarchically), and/or numerics to 2) visually communicate a data-driven “story” to a given audience in ways that 3) make use of dynamic, interactive elements and features that facilitate zooming, are clickable, are animated or that contain animated elements, or that involve the user-based operation of some combination of these.

[10.27.20–12.08.21; teams of three to four students will gather research, and the entire team will then work together to realize a viable, effectively communicative outcome to this project, which must be presented and “pitched” to the entire class beginning at 11:00 am on the deadline date. Please note that each student team must present a project schedule to the instructor on the second day of each project’s allotted time span and then—upon approval by the instructor—follow that schedule.] The assessment of this project will constitute 20% of an f21 ADES 3513 student’s final course grade.

Course Risk Factor

ADES 3513 has been classified as a course that carries a UNT Policy Risk Factor of Category Two (2). Students enrolled in this course may be exposed to some significant hazards, but these are not likely to cause serious bodily injury. In this course, those risks are related to X-Acto knife usage, and exposure to adhesives and the fumes they generate, as well as repetitive stress injuries related to extended computer usage. Students enrolled in ADES 3513 will be informed of any potential health hazards or potential for bodily injury connected with the use of any materials and/or processes they may encounter during their enrollment in this course, and will be instructed as necessary regarding how to proceed without endangering themselves or others.
Required Texts

Recommended Texts

Books and other “Information Design-rooted” Resources on Reserve in the UNT Library for YOU
- Dear Data by Giorgia Lupi (Author), Stefanie Posavec (Author), Maria Popova (Foreword) ISBN-13: 978-1616895327
- Knowledge is Beautiful by David McCandless ISBN-13: 9780062188229

Required Supplies
- well-equipped personal computers loaded with the Adobe CC Creative Suite,
- access to and working knowledge of Figma, Balsamiq, Axure, Sketch, or XD prototyping softwares
- An inexpensive-yet-workable-with-their-smartphone cardboard page scanner, like the one listed below:
at least one, preferably two, external hard drive(s) with at least 1TB capacity to facilitate the “hard storage” of the various types of files you will create as you complete your assigned coursework

· at least 200 Post-It Notes™ in at least five different colors

· a 25’ to 50’ roll of inexpensive, white butcher paper that is 36” wide

· a “cheap” box of eight (8) Crayola, washable markers

· one (1) Bienfang brand, 100-sheet “Parchment 100 Tracing Paper” pad (9” x 12”)

· one (1) Bienfang brand, 50-sheet “Graphics 360” pad (9” x 12”)

· At least four (4) Sharpie brand “Fine Point” black markers

· At least four (4) Sharpie brand “Ultra-Fine Point” black markers

· At least four dry erase markers (these are the ONLY types that can be used on the whiteboards in room 284)

ADES 3513 Attendance Policy

Good attendance and punctuality are expected for this class and will strongly affect your grades. Roll will be taken at the beginning of each class session. A student will be considered late/tardy if he/she/they arrives after roll has been taken. If a student is late/tardy, it is his/her/their responsibility during that class session to make sure the instructor knows that he/she/they is present before he/she/they leaves that particular class session. Each student will receive two (2) “free tardies” over the course of the semester. After the first two tardies, every two (2) tardies will equal one (1) unexcused absence. Only two (2) unexcused absences over the course of the will be accepted. The third unexcused absence will lower a student’s final course grade by one letter grade. The fourth unexcused absence will lower a student’s final course grade by two letter grades. The fifth unexcused absence will lower a student’s final course grade by three letter grades. A total of six absences, excused or unexcused, will result in the student receiving a final course grade of “F,” which will result in a flunking of ADES 3513 during the fall semester of 2021. Students who sleep during class will be counted absent.

There are no excused absences for anything other than a verifiable death in the immediate family (obituary, funeral home notice or death certificate must be presented), or a verifiable illness suffered by the student accompanied by printed and signed doctor’s note provided on his/her stationery with a telephone number. The doctor’s note must be presented during the class immediately after the one that was missed. A receipt from the doctor’s office is not acceptable. A dental appointment—unless it was necessitated by an emergency—does not count as an excused absence.

Because this course meets twice per week, a student will be counted absent—and this absence will be unexcused—if he/she/they comes to a given class session more than 30 minutes late. A student who exhibits a pattern of not bringing any or bringing only incomplete work to a series of three or more class sessions may earn additional unexcused absences at the discretion of the professor. **If a student comes to a class session without his/her assigned work for that day, that student will be counted absent.** If a student is absent from a given class session, that student is responsible for contacting a class member in order to get any information or assignments that were given during the class session that was missed. **INDIVIDUAL STUDENTS MAY NOT CONTACT THE INSTRUCTOR TO GAIN INFORMATION ABOUT “WHAT THEY MISSED DURING A GIVEN CLASS SESSION,” NOR CAN “WHAT THEY
MISSED** BE MADE UP DURING AN OFFICE HOURS SESSION WITH THE INSTRUCTOR. The instructor will not use any class time to repeat missed lectures or assignments. Do not—for any reason—call the main office or the Department of Design office of UNT CVAD to leave the instructor a message that you will be missing a given class session of ADES 3513. Under no circumstances should you leave a project with anyone in either of these offices for the instructor to “retrieve later.” Neither of these offices will accept student projects.

**Personal Computer and Smartphone Use Policy**

All smart phones, tablets, and phablets must be turned off/switched into “airplane mode” as soon as class begins, but they may, out of necessity with regard to engaging in the coursework of ADES 3513, be switched on again as a given class session progresses. Laptops should only be opened to engage in class work. No social media, checking email or text messaging will be allowed for any reason during class time. Failure to comply with this policy may result in point deductions on the “Main Project” grade for whichever of these the student was working toward when a given “failure to comply with this policy” occurred. Let your instructor know in advance if you have an extenuating circumstance with regard to abiding by any of these policies (if you have a need to “check your device” due to these types of circumstances, please step outside the classroom space and into the hallway to do this).

**Plagiarism**

Plagiarism is literary or artistic theft. It is the false assumption of authorship, the wrongful act of taking the product of another person’s mind and presenting it as one’s own. Copying someone else’s writing, design or art work, intact or with inconsequential changes, and adding one’s name to the result constitutes plagiarism. If the instructor suspects a given student of an incidence of plagiarism, he/she/they will notify this student of this concern within 72 hours of the suspicion being raised. Plagiarism may result in disciplinary probation, suspension from the university, expulsion (permanent), or the revocation of your degree, and it will cause you to flunk this course.

According to UNT Policy 06.003, Student Academic Integrity, academic dishonesty occurs when students engage in behaviors including, but not limited to cheating, fabrication, facilitating academic dishonesty, forgery, plagiarism, and sabotage. A finding of academic dishonesty may result in a range of academic penalties or sanctions ranging from admonition to expulsion from the University.

**Accommodations for Students with Special Needs or Disabilities**

Please notify the instructor if you have a disability that requires accommodation. It is also required that you register with the UNT Office of Disability Access, Sage Hall, Room 167 or Room 202. The College of Visual Arts and Design policy on accommodation is available upon request in the CVAD Dean’s offices, (these occupy the “101 suite” on the first floor of the CVAD Building Complex in its southwest corner). Further questions and problems on accommodation may be addressed to Erin Donahoe-Rankin, UNT CVAD’s Director of Advising, Art Building, Student Advising, Room 345D (940.565.2216; artadviseasst@unt.edu).

Students seeking accommodation must first register with the Office of Disability Accommodation (ODA) to verify their eligibility. If a disability is verified, the ODA will provide a student with an accommodation letter to be delivered to faculty to begin a private discussion regarding one’s specific course needs. Students may request accommodation at any time; however, ODA notices of accommodation should be provided as early as possible in the semester to avoid any delay in implementation. Note that students must obtain a new letter of accommodation for every semester and
must meet with each faculty member prior to implementation in each class. For additional information see the ODA website (https://disability.unt.edu/).

Emergency Notifications and Procedures
UNT uses a system called Eagle Alert to quickly notify students with critical information in the event of an emergency (i.e., severe weather, campus closing, and health and public safety emergencies like chemical spills, fires, or violence). In the event of a university closure, please refer to Canvas for contingency plans for covering course materials.

Changes to the ADES 3513 Course Syllabus
The instructor reserves the right to make adjustments/changes to the course syllabus of ADES 3513.501 with or without notice as he sees fit/deems necessary as the semester progresses.

Access to Information: Eagle Connect
Students’ access point for business and academic services at UNT is located at: my.unt.edu. All official communication from the University will be delivered to a student’s Eagle Connect account. For more information, please visit the website that explains Eagle Connect and how to forward e-mail Eagle Connect (https://it.unt.edu/eagleconnect).

Student Evaluation Administration Dates
Student feedback is important and an essential part of participation in this course. The student evaluation of instruction is a requirement for all organized classes at UNT. The survey will be made available during weeks 13, 14 and 15 [insert administration dates] of the long semesters to provide students with an opportunity to evaluate how this course is taught. Students will receive an email from “UNT SPOT Course Evaluations via IASystem Notification” (no-reply@iasystem.org) with the survey link. Students should look for the email in their UNT email inbox. Simply click on the link and complete the survey. Once students complete the survey, they will receive a confirmation email that the survey has been submitted. For additional information, please visit the SPOT website (http://spot.unt.edu/) or email spot@unt.edu.

Survivor Advocacy
UNT is committed to providing a safe learning environment free of all forms of sexual misconduct. Federal laws and UNT policies prohibit discrimination on the basis of sex as well as sexual misconduct. If you or someone you know is experiencing sexual harassment, relationship violence, stalking and/or sexual assault, there are campus resources available to provide support and assistance. The Survivor Advocates can be reached at SurvivorAdvocate@unt.edu or by calling the Dean of Students Office at 940.565.2648.

Use of Student Work
A student owns the copyright for all work (e.g. software, photographs, reports, presentations, and email postings) he or she creates within a class and the University is not entitled to use any student work without the student’s permission unless all of the following criteria are met:
· The work is used only once.
· The work is not used in its entirety.
A Brief Note on the Danger to Com Design, UX Track Majors Who Are Easily Bored, or Who Are Simply Not Particularly Interesting People

To quote from Gloria Steinhem, “Those [people] who are ‘boring’ have a high tendency to be easily ‘bored;’ those [people] who are ‘easily bored’ have a high tendency to be ‘boring.” Com Design is a major that leads to entry into a professional discipline that demands a broadly informed, deeply examined sense-of-self. Those who practice it well enough to sustain careers and fulfill life paths cultivate knowledge and understandings from diverse sources, are well and broadly read, and are good at formulating probative questions that interrogate status quos across extant social, technological, economic, environmental and political spectras. They listen as well as they speak, and develop the ability to engage in working processes that do not usually yield predictable outcomes.

If one of your primary goals in college and life is to “go with flow,” “not stick out too much,” “wait to see how everyone else is acting before you act,” Com Design is not the major for you. This is also not the major for you if you can't figure out how to disconnect from social media and other e-based modes of communication for the extended periods necessary to construct the kinds of knowledge you'll need to succeed in this demanding but richly rewarding major and career. If you can’t “go dark” for the few hours necessary almost every day to “get thoughtful work planned and done,” you won’t make it in Com Design. You also won't make it if you haven't matured enough to treat your collegiate experience as something beyond “13th grade.”

Acceptable Student Behavior

Student behavior that interferes with an instructor's ability to conduct a class or other students’ opportunity to learn is unacceptable and disruptive and will not be tolerated in any instructional forum at UNT. Students engaging in unacceptable behavior will be directed to leave the classroom and the instructor may refer the student to the Dean of Students to consider whether the student's conduct violated the Code of Student Conduct. The University's expectations for student conduct apply to all instructional forums, including University and electronic classroom, labs, discussion groups, field trips, etc. Visit UNT's Code of Student Conduct (https://deanofstudents.unt.edu/conduct) to learn more.

Sexual Assault Prevention

UNT is committed to providing a safe learning environment free of all forms of sexual misconduct, including sexual harassment sexual assault, domestic violence, dating violence, and stalking. Federal laws (Title IX and the Violence Against Women Act) and UNT policies prohibit discrimination on the basis of sex, and therefore prohibit sexual misconduct. If you or someone you know is experiencing sexual harassment, relationship violence, stalking, and/or sexual assault, there are campus resources available to provide support and assistance. UNT’s Survivor Advocates can assist a student who has been impacted by violence by filing protective orders, completing crime victim’s compensation applications, contacting professors for absences related to an assault, working with housing to facilitate a room change where appropriate,
and connecting students to other resources available both on and off campus. The Survivor Advocates can be reached at SurvivorAdvocate@unt.edu or by calling the Dean of Students Office at 940.565.2648. Additionally, alleged sexual misconduct can be non-confidentially reported to the Title IX Coordinator at oeo@unt.edu or at 940.565.2759.

**UNT's Multicultural Center and Pride Alliance**

**UNT’s Multicultural Center** is committed to cultivating a campus environment where people of all identities and experiences can thrive. It fosters the success and awareness of historically underrepresented student populations with an emphasis on disability, ethnicity, gender, interfaith, race and sexual orientation. The Center’s programs and activities are developed to increase the awareness, understanding, and intersectionality of the various identities in the UNT community. All students at UNT—including all those of you enrolled in the fall 2021 section of ADES 3513 “Prototyping and Usability Testing”—have everyday access to our Multicultural Center, which is located in the Union Complex in room 335 (https://edo.unt.edu/multicultural-center; 940.565.3424).

**UNT’s Pride Alliance** is a gender and sexuality resource center and a safe and welcoming space for all. The values that drive their work includes but are not limited to:

**Education:** Providing information, programs, and training opportunities that create awareness, understanding, and inclusion of all gender and sexual identities represented within the UNT community. Pride Alliance Training, and National Coming Out Day are both supported and facilitated by UNT's Pride Alliance;

**Engagement and Involvement:** Serving the UNT community through partnerships with campus and community organizations and promoting policies and practices that are inclusive of all gender and sexual identities. UNT’s Pride Alliance facilitates annual Outrageous Oral History and Transgender Day of Remembrance events;

**Student Success and Leadership Development:** Fostering an environment that affirms and celebrates all gender and sexual identities and providing opportunities for personal growth through dialogue, exploring the intersections of identity, and creating support systems to enable achievement. UNT’s Pride Alliance facilitates The Lavender Graduation Ceremony at the end of each long semester, and facilitates our campus’ OUTFits Clothing Closet.

All students at UNT—including all those of you enrolled in the fall 2021 section of ADES 3513 “Information Design and Data Visualization”—have everyday access to our Pride Alliance facilities and support staff. Pride Alliance operates in the Union Complex, room 372 (https://edo.unt.edu/pridealliance).

**ADES 3513 “Information Design and Data Visualization” Student Acknowledgement**

My dates signature on this document acknowledges that I have read the course syllabus for ADES 3513 in its entirety, and that I understand the ADES 3513 course structure, grading, attendance policies and risk factor rating. Additionally, my signing of this document indicates that I agree to abide by the provisions articulated within it.

______________________________________________  ______________________________________________
(please print your name above)  (please sign your name above)

______________________________________________
(please indicate the date of your signature above)
Permission to Use Student Work

Via the appearance of my signature below, I hereby grant permission to UNT to use, copy, reproduce, publish, distribute, or display any and all works created to comply with the requirements of this course—ADES 3513 “Information Design and Data Visualization”—in accordance with the terms set forth below. Additionally, I consent to the disclosure of the work created in this class as it may be accompanied by my name and other personally identifiable information for purposes set forth below.

Scope of permission. This permission extends to the use of the described work and images of such work: (1) for academic purposes in order to demonstrate examples of student work to current and future UNT students; (2) for public display in UNT-situated galleries or in other UNT campus facilities or on UNT websites; (3) for promotional materials created by UNT in all forms of media now known or later developed, including but not limited to exhibition catalogues, direct mail, websites, advertising, and classroom presentations. My permission is on-going and will continue until such time as I revoke it by giving UNT three months written notice of revocation to the professor of record for this course. UNT will have three months from the date of my notice to stop all use in accordance with this permission.

Certificate of ownership. I am the owner of all work submitted to satisfy the parameters of this course (ADES 3513) in accordance with its requirements. The work is not subject to any grant or restriction that would prevent its use consistent with securing this permission. All aspects of the work are original to me and have not been copied. I understand that as owner of the work, I have the right to control all reproduction, copying, and use of the work in accordance with US copyright laws.

Privacy Release. I hereby authorize and consent to the release, maintenance, and display of my name if necessary, along with any other personally identifiable information that I have provided in connection with the work and its use in accordance with the terms of this agreement.

Signature. By signing below, I hereby grant the permissions indicated above. I understand that this grant of permission relates only to the use of the described work. This is not an exclusive right and I may sell, give, or otherwise transfer the rights to such work to others on a non-exclusive or exclusive basis. However, in the event that I do sell, give or otherwise transfer ownership or the exclusive right to use my work to another party, I will notify UNT immediately in writing through the professor of record for this course (ADES 3513). UNT will have three months from the date of my notice to stop all use in accordance with this permission.

I have read, understand, and agree to the terms of this permission form:

(please print your name above) (please sign your name above)

(please indicate the date of your signature above)