GAME 300: Portfolio Preparation

Term: Fall 2021
Section: K01
Instructor: Jared Bruhn
Office: G557

Meeting Time: Monday 1700 - 1815
Room: G401
Email: jbruhn@gmu.edu
Office Hours: M,W 3:00pm - 5:00pm

Course Description
The objective of this class is to create and refine an online portfolio to use throughout the course of study in presenting projects and to aid in internship application and professional development.

Course Objectives
➢ Students will understand what makes an effective portfolio.
➢ Students will understand the language of portfolio critiques and participate effectively in peer critiques.
➢ Students will understand how to manage a web portfolio, including acquiring a web host.
➢ Students will understand how to effectively present content.
➢ Students will understand how to package, render, and assemble multi-media content for use on the web.
➢ Students will understand how to effectively leverage their portfolio in an interview.
➢ Students will have an efficient portfolio at the end of the course.

Requirements and Evaluation

Assignments:
Students will be given several assignments throughout this course. Students will also be working on new content for their portfolios. New content will be turned in and graded. Specifics for each will be given in Blackboard. It is the students’ responsibility to refer to Blackboard and the syllabus to see the exact date and time assignments are due.

Quizzes
At the instructor’s discretion, there may be in-class “pop” quizzes covering assigned readings.

Final Portfolios:
Students will turn in their final portfolio during week 15. Specifics will be given in Blackboard.

Participation & Attendance:
Students are expected to actively engage in class discussions, answer questions when prompted, and in general, add to the collective dialogue.

Late Work and Make-up Policy
Meeting deadlines is one of the most important aspects of game design. Please pay careful attention to the due date and time for each assignment. Assignments must be in before the due date and time to receive credit for the assignment. If extenuating circumstances prevent a student from finishing an assignment before the due date and time, the student must contact the instructor before the assignment is due. Late work will only be accepted at the instructor’s discretion. If it is accepted at all, grading may be adjusted based on the tardiness.

Grading
Grading will be based on student performance in the following areas of assessment:
• Attendance (10%)
• Homework assignments / Participation in classroom / Online Quizzes (50%)
• Final Portfolio (40%)
Final grades will be assigned based on the percentage points earned in the overall course:

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<thead>
<tr>
<th>Grade</th>
<th>Percentage Points</th>
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<tbody>
<tr>
<td>A</td>
<td>94 – 100</td>
</tr>
<tr>
<td>A-</td>
<td>90 – 93</td>
</tr>
<tr>
<td>B+</td>
<td>87 – 89</td>
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<tr>
<td>B</td>
<td>84 – 86</td>
</tr>
<tr>
<td>B-</td>
<td>80 – 83</td>
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<tr>
<td>C+</td>
<td>77 – 79</td>
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<tr>
<td>C</td>
<td>74 – 76</td>
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<tr>
<td>C-</td>
<td>70 – 73</td>
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<tr>
<td>D</td>
<td>60 – 69</td>
</tr>
<tr>
<td>F</td>
<td>Below 60</td>
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</tbody>
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**Required Texts/Materials:**

*A traditional textbook is not used in this course.* Instructions and lessons will be covered in class, in some cases with online video examples linked on Blackboard that will review the in-class lessons. In such cases, these are meant to augment class lectures, not replace them and ARE NOT a viable alternative to attending class.

Access to an internet enabled device for coursework and Blackboard submission. (This can be a personal or university device, as long as access is arranged.) Links for online reading will be provided on Blackboard.

Paper/Pens/Pencils: For team exercises during class.

**Required Software:**

The software below is needed in this course. It is installed on all class and game lab computers. Students do not need to acquire this software IF they are able to use the lab to complete assignments

- Zip or Rar archive program
- FRAPS (free version available)
- Handbrake (free version available)
- Photoshop or GIMP.
- Online backup. It is strongly suggested that students use an online backup service to prevent their project files from being lost. Every semester multiple students report lost work due to damaged or misplaced thumb drives, corrupted files, or dead hard drives. Dropbox, Google Drive and OneDrive are example services that offer free storage that is sufficient in size for this course.

**Recommended Materials:**

PC Desktop / Laptop (For working on projects outside of class/lab)

**UNIVERSITY POLICIES**

The University Catalog, [http://catalog.gmu.edu](http://catalog.gmu.edu), is the central resource for university policies affecting student, faculty, and staff conduct in university academic affairs. Other policies are available at [http://universitypolicy.gmu.edu](http://universitypolicy.gmu.edu). All members of the university community are responsible for knowing and following established policies.

**ACADEMIC INTEGRITY**

It is expected that students adhere to the George Mason University Honor Code as it relates to integrity regarding coursework and grades. The Honor Code reads as follows: “To promote a stronger sense of mutual responsibility, respect, trust, and fairness among all members of the George Mason University community and with the desire for greater academic and personal achievement, we, the student members of the university community, have set forth this Honor Code: Student members of the George Mason University community pledge not to cheat, plagiarize, steal, or lie in matters related to academic work.” More information about the Honor Code, including definitions of cheating, lying, and plagiarism, can be found on the Committee of Academic Integrity’s website at [https://masonkorea.gmu.edu/mkaa/cai](https://masonkorea.gmu.edu/mkaa/cai).
TITLE IX
As a faculty member, I am designated as a “Responsible Employee,” and must report all disclosures of sexual assault, interpersonal violence, and stalking to Mason Korea’s Deputy Title IX Coordinator pursuant to University Policy 1202 and 1412. If you would like to speak confidentially with the Mason Korea student counselor, please see https://masonkorea.gmu.edu/mksa/services/counseling/ for more information. For more information about what Title IX is, please see https://masonkorea.gmu.edu/mksa/services/tix/.

MASON EMAIL ACCOUNTS
Students must use their MasonLIVE email account to receive important University information, including messages related to this class. See http://masonlive.gmu.edu for more information. All digital communication with the professor must be made using your “masonlive” email account.

CAMPUS RESOURCES:
RESOURCES: https://masonkorea.gmu.edu/resources/

DISABILITY RESOURCES
If you are a student with a disability and you need accommodations, please see me and contact the Office of Disability Resources at +1-703-993-2474. All Academic accommodations must be arranged through that office. Also, you can contact MKASA at 032- 626-5005.

GMUK ACADEMIC RESOURCE CENTER
The Academic Resource Center, GMUK is in the business of looking at your papers and problems to improve your academic achievement in the area of Writing, Mathematics, Accounting, Statistics, and Economics. You are invited to utilize the faculty and student tutor services at a variety of stages in your academic activities, checking to see that your project specifically meets the directions specified by your instructor. While tutors are ‘fixing’ your writing or projects, they do help you become conscious of particular error patterns that emerge in your work. For more information, please contact Professor Eunmee Lee, director of Academic Resource Center (lee45@gmu.edu, office #521)

SPECIAL SYLLABUS SUPPLEMENT FOR COVID-19: FALL 2021
In the interest of everyone’s safety, students and faculty must follow these guidelines during the Fall 2020 semester.

1. Use the basement entrance to enter and exit Mason’s building. Your temperature will be screened each time you enter the building. Allow additional time before class to complete the entrance screening procedure. Carry your student ID card with you at all times and be ready to show it when you enter and exit the building. Do not prop doors or let others enter the building through doors on the ground floor.
2. Wear a face mask at all times. Remain 6 feet apart from others. Clean your seat and desk space with disinfectant wipes before you begin class. Use hand sanitizer regularly, and avoid shaking hands or other forms of physical contact. Do not share pens, pencils or other personal items. Limit your use of the elevators, and use stairs to travel between floors of the building. Students are expected to purchase their own masks for personal use. Disinfectant wipes and hand sanitizer will be available in each classroom.
3. Classrooms are marked to indicate appropriate seating to allow for social distancing. Only sit in allowable seats, and maintain current set-up of classroom furniture. If you are asked to re-arrange classroom furniture by your professor for in-class exercises, return furniture to its original position when you are finished.
4. Observe these rules at all times during the class period and while in Mason’s building or other public areas of the campus. This includes during class breaks, in small group work (in or out of class), meetings with your professors during office hours, tutoring sessions at the Academic Resource Center, socializing in common areas, or any other activities on campus.
5. Make sure windows and doors remain open during the class period to promote circulation of outside air. Classrooms without windows have mechanical systems that vent air, but doors should be kept open at all times.
6. The safest option for studying is to study alone in your dorm room or at home. If you must study in the building, alone or in groups, observe these rules at all times.
7. All faculty and students must abide by these rules in the classroom. If you see others who are not observing the rules outside the classroom, you may report this to your instructor, student affairs or academic affairs.
8. Do not enter the Mason building or come to class if you have symptoms such as fever, chills, sore throat, persistent cough, shortness of breath or other respiratory difficulties. If you must miss class for this reason, send an email immediately to the professor prior to the beginning of class. You will not be penalized for missing
class for this reason, but you may be asked to provide documentation that you sought medical diagnosis or treatment. You are responsible for making up any missed assignments or tests as a result of your absence.

9. Students who come to class with visible signs of illness will be asked to leave the classroom immediately and seek assistance from the IGC Health Clinic. Faculty will report your name and symptoms to the Office of Student Affairs (mksa@gmu.edu) to confirm that you have sought medical assistance.

10. Failure to comply with any of these guidelines may result in disciplinary action through the Student Code of Conduct.