

MESABI RANGE COMMUNITY & TECHNICAL COLLEGE

Course Outline

Course Title: **Finishing Operations** Submitted By: **Paul McLaughlin**
Semester Course Prefix and Number: **GRAP 1247** Approval Date:
Old Quarter Course Prefix and Number: Revision Date: **March 2011**

Number of Credits: **2** Number of Lecture Credits: **1** Total hours **3**
Semester(s) Offered: Number of Lab Credits: **1** Number of Lab Hours: **2**
Class Size: **24** Number of Studio/Demonstration/Internship Credits:
Negotiated by AASC on:
(date)

Course Purpose Code:

- 0 – Developmental Courses
- 1 – Non-transferable
- 2 – Technical course related to career programs
- 3 – College course which has the primary goal of applying certain concepts (e.g. vocal ensemble)
- 4 – Other college course not considered a part of MNTC (e.g. computer science, health, physical education)
- 5 – Course which is intended to fulfill the Minnesota Transfer Curriculum (MNTC) requirements or intended for transfer.
- 9 – Continuing Education/Customized Training specialized credit course (not occurring in 0-5)

Catalog Description:

Students in this course will develop skills in basic binding and finishing techniques such as folding, padding, drilling, and stitching. This course will also emphasize the importance of a good printed product resulting in a quality finished product. Students will also be introduced to careers in finishing.

Prerequisites and/or recommended entry skills/knowledge:

Course Prerequisite(s): High School Diploma, GED, Ability to Benefit, Post Secondary Options
Reading Prerequisite: 54
Composition Prerequisite:
Mathematics Prerequisite: 34

Career Programs and Transfer Majors Accessing this Course:

Diploma
A.A.S Degree

Minnesota Transfer Curriculum Goal(s) partially met by this course if applicable:

(Notes: No more than two goals may be met by any one course. Curriculum Committee review and the Chief Academic Officer's approval are required.)

- 0. None
- 1. Communications
- 2. Critical Thinking
- 3. Natural Sciences
- 4. Mathematical/Logical Reasoning
- 5. History and the Social and Behavioral Sciences
- 6. The Humanities and Fine Arts
- 7. Human Diversity
- 8. Global Perspectives
- 9. Ethical and Civic Responsibility
- 10. People and the Environment

Learning Outcomes: (including any relevant competencies listed in the Minnesota Transfer Curriculum)

Upon completion of this course, the student will be able to:

1. Describe the differences between, and advantages/disadvantages of, in-line and offline finishing.
2. List basic paper types, weights, grades, and classifications commonly used in printing industry.
3. Create an accurate master cutting diagram for making cuts.
4. Identify folding equipment.
5. Construct basic folds for printed products.

Student Assessment Methods:

Portfolio, Quizzes, and Hands-On Learning

Use of Instructional Technology: (includes software, interactive video and other instructional technologies):

Smart board, Digital Equipment in graphics lab, Laptop, Digital Equipment at companies

Additional Special Information: (special fees, directives on hazardous materials, etc.)

15.00 per student

Transfer Information: (Please list colleges/majors that accept this course in transfer.)

U.W. Stout – Graphic Communications Management
Bemidji State – Design Technology

Course Outline Revision History:

This was a three credit course.

Approvals:

Body	Representative Signatures	Date
Curriculum Committee		
Faculty Association		
Academic Affairs Standards Committee		
Chief Academic Officer		

Distribution: Original – Instructional Services
Copies: Transfer Specialist, Originating Faculty Member, Records
Revised: March 2010