

# MESABI RANGE COMMUNITY & TECHNICAL COLLEGE – VIRGINIA/EVELETH

## Course Outline

**Course Title:** Preflight/Pagination  
**Semester Course Prefix and Number:** GRAP 2263  
**Old Quarter Course Prefix and Number:**

**Submitted By:** Roger Hoffman  
**Approval Date:**  
**Revision Date:**

**Number of Credits:** 2      **Number of Lecture Credits:** 1  
**Semester(s) Offered:** Spring      **Number of Lab Credits:** 1      **Number of Lab Hours:** 2  
**Class Size:** 18      **Number of Studio/Demonstration/Internship Credits:**

**Negotiated by AASC**  
**on**  
**(Date)**\_\_

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### Course Purpose Code:

- 0 – Developmental Courses
- 1 – Non-transferable, General Education
- 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 general education (MNTC) e.g. computer science, health, physical education
- 5 – Course which is intended to fulfill the Minnesota Transfer Curriculum (MNTC) requirements.
- 9 – Continuing Education/Customized Training specialized credit course (not occurring in 0-5)

### Catalog Description:

This course covers the proper procedures of pre-fighting files for print and web media. This course also covers the multiple page layouts for sheet fed printing and the organization of web content as it relates to print media. All program application documents from QuarkXpress, Adobe Indesign, and Adobe Illustrator will be flight checked and files paginated.

### Prerequisites and/or recommended entry skills/knowledge:

**Course Prerequisite(s):** MAC OS, Design & Layout with QuarkXpress, Elements of Design & Typography, Adobe Indesign, Illustration with Adobe Illustrator, Portfolio Building/Print Ed GAERF Accreditation  
**Reading Prerequisite:** None  
**Composition Prerequisite:** None  
**Mathematics Prerequisite:** None

### Career Programs and Transfer Majors Accessing this Course:

Graphic Design & Print Communications

### 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).

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

**Learning outcomes, including any relevant competencies listed in the Minnesota Transfer Curriculum:**

- 1 Student will perform-Pre-flighting a Document
- 2 Student will perform-Flight Check Results
- 3 Student will perform-Flight Check Main Window
- 4 Student will perform-The Six Category Buttons
- 5 Student will perform-File Info
- 6 Student will perform- Page Info
- 7 Student will perform- Print Info
- 8 Student will perform- Colors List
- 9 Student will perform- Fonts List
- 10 Student will perform-Images List
- 11 Student will perform- Print Category
- 12 Student will perform-Colors Category
- 13 Student will perform-Trapping Category
- 14 Student will perform-Resolution Controls
- 15 Student will perform- Collecting the Job

**Student assessment methods:**

Written response, lab experience with rubrics, Quizzes and Tests.

**Use of instructional technology** (includes software, interactive video and other instructional technologies):

**Outline of the major course content:**

- 1 Pre-flighting a Document
- 2 Flight Check Results
- 3 Flight Check Main Window
- 4 The Six Category Buttons
- 5 File Info
- 6 Page Info
- 7 Print Info
- 8 Colors List
- 9 Fonts List
- 10 Images List
- 11 Print Category
- 12 Colors Category
- 13 Trapping Category
- 14 Resolution Controls
- 15 Collecting the Job

**Additional special information** (special fees, directives on hazardous materials, etc.) None

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

University Wisconsin Stout, Print Management. Bemidji State University, Design Technology.

**Approvals:**

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

Distribution: Original – Administrative Office

Copies: Curriculum Committee Chair, Learning Center, Library, Originating Faculty Member, Records, Student Services, Scheduler, Transfer Specialist, AASC Chair

Revised February 10, 2004