Department of Art, Graphic Design, and Art History
Oklahoma State University
Graphic Design Proficiency Review: SPRING 2020
<u>New Online Procedure</u>

With COVID-19 affecting the structure of the semester, we cannot conduct the Sophomore Review in person, on campus. Instead, like other activities, the review will be taking place online. <u>All work is to be uploaded as a PDF file and will be submitted to the OneDrive invitation link we will provide in a separate email.</u> While these are unusual circumstances, we have made every effort to simplify the process. Take time to read through these directions carefully, and know that you can contact us if you have any questions.

For consideration to major in the Graphic Design Program at Oklahoma State University, students must submit to the Department of Art, Graphic Design, and Art History for review, a portfolio of work from Typography 1 and Graphic Design 1 courses. <u>You must include pieces from these classes.</u> For students currently enrolled in one or both of these courses, keep in mind that faculty understand that work presented will consist of projects that have been completed up to the time of the application. You may also include up to 3 pieces of artwork each from 2D Design (Visual Thinking: Image and Surface) and 3D Design (Visual Thinking: Form and Space). This is not a requirement (your Typography 1 and Graphic Design 1 work will be the determining factor for review) but if there are examples you feel will broaden our understanding of your strengths, they may be included. A panel composed of graphic design faculty will review this work and determine which students are qualified to continue with upper-division courses in Graphic Design.

PLEASE FOLLOW DIRECTIONS CAREFULLY:

1. **Complete the attached application form and list your overall GPA**.
   Students must have an overall GPA of 2.75 or above to be eligible to apply. Fill out the first page of the "Sophomore Review Application_Sp2020 " document, save the document named "Firstname _Lastname_Sophomore Review Application_Sp2020". Please use "Procedure for Calculating Your Major GPA" document as instructions to calculate your major GPA.

Note: If you have already submitted your application as a paper document to the main office, we kindly ask you to resubmit the application as a digital format, as the closure of university offices, we do not have access to the paper applications.
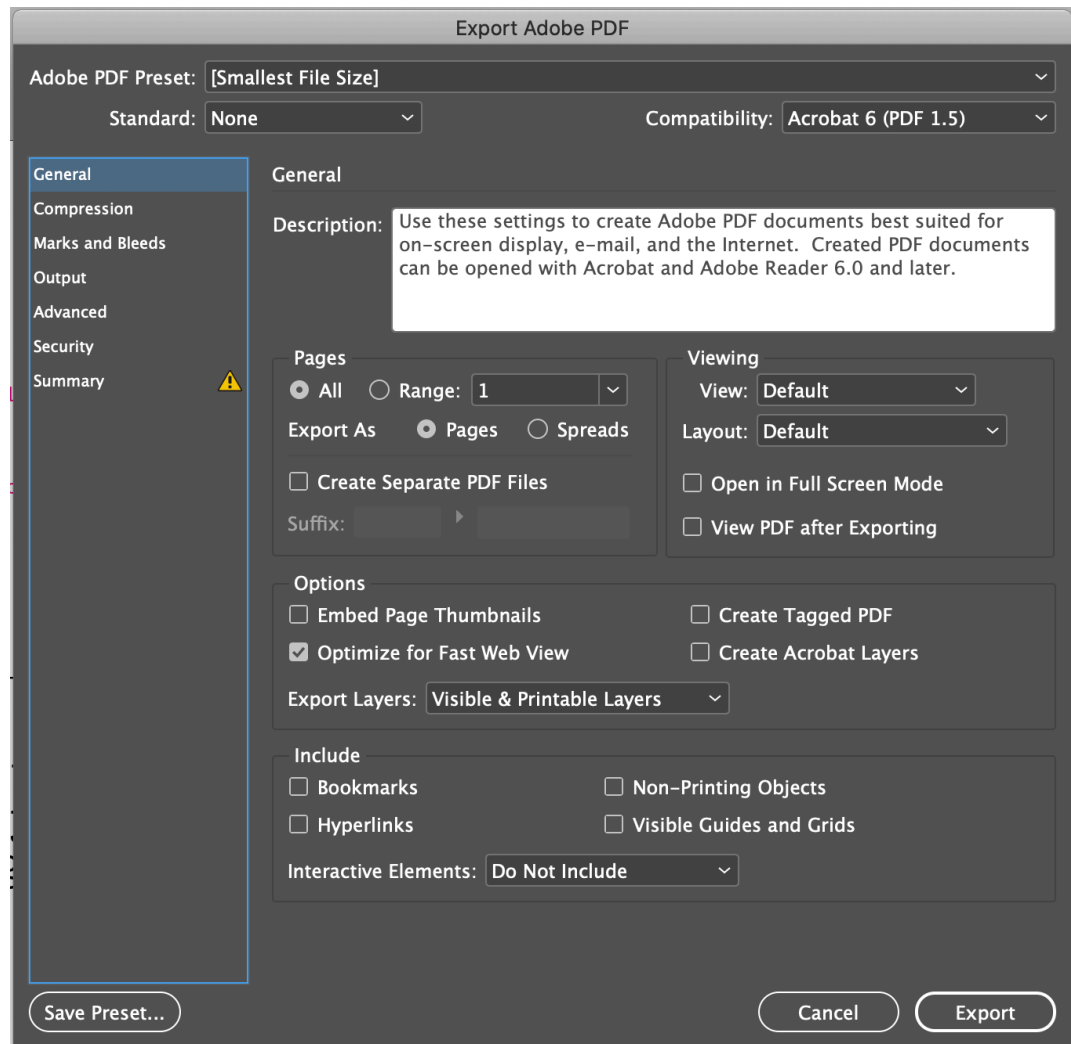

2. Prepare portfolio for the Review

Prepare all the projects that you have completed up to the Sophomore Review from the courses: Typography 1 and Graphic Design 1. For example, if your Typography 1 and/or Graphic Design 1 classes have completed 3 projects up till the Sophomore Review, you will only need to prepare and submit the finished 3 projects.

Note: You may include up to 3 pieces of artwork each from 2D Design (Visual Thinking: Image and Surface) and 3D Design (Visual Thinking: Form and Space) if you feel they will broaden our understanding of your strengths, but it is <u>not required</u>.

Note: Transfer students must contact Ulli Schoenknecht (ulli.schoen@okstate.edu), Advisor of the Department of Art, Graphic Design, and Art History before applying. All transfer students must also contact the Graphic Design faculty to look over their portfolio before applying. Contact information of all Graphic Design faculty will be found at https://art.okstate.edu/people/faculty.

> 1) See the attached template.

> 2) Fill the template "Sophomore Review_Sp2020" with images and descriptive text pertaining to your work accomplished.

> 3) Export the Template as "Firstname _Lastname_Sophomore Review_Sp2020" as a "smallest file size" PDF file for viewing on screen (Please see the
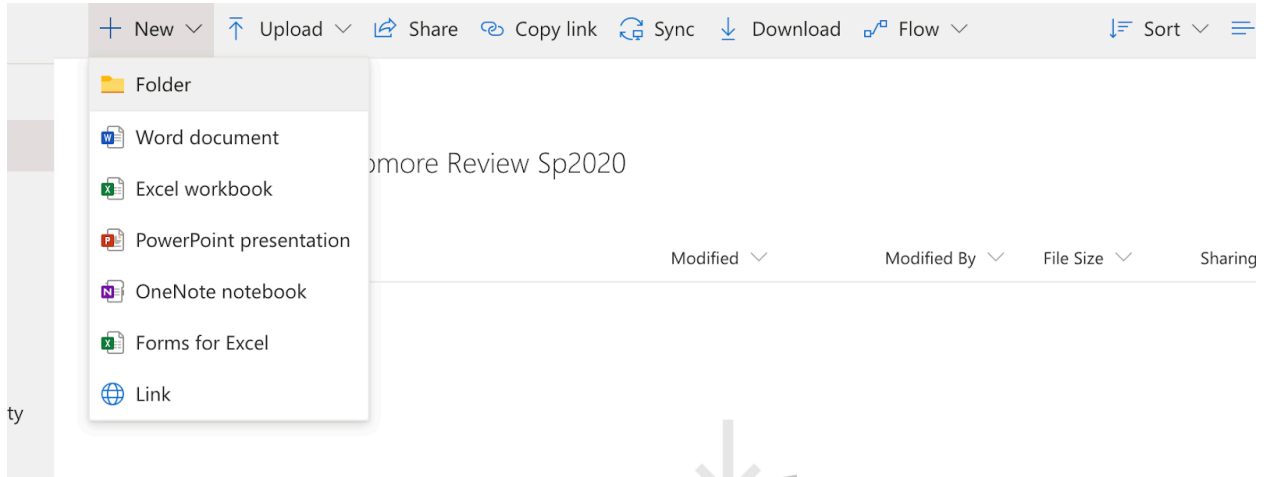
screenshot below). The maximum file size should be no more than 5 MB.

4) You will also prepare and include organized, well-designed PDF version process books, one for Typography 1 and one for Graphic Design 1. Please name the process book as "Firstname_Lastname_Typogrphy 1 Process Book" and "Firstname _Lastname_Graphic Design 1 Process Book".
No process books are required for other classes.

3. **Upload your application, portfolio, and two process books**
Upload the above files to the OneDrive invitation link provided in a separate email before **9 am (CT) Friday, April 17th, 2020**. We strongly recommend that you submit your files ahead of the deadline. Click the OneDrive link that we send out in a separate Email. First, create a folder as "Firstname Lastname", please see the screenshot below:

Then upload all your files to the folder that you just created.

Note: Should you encounter any technical issue regarding uploading the file, please contact OSU IT. In the meanwhile, please send all your files to Professor Ting Wang-Hedges (ting.wang10@okstate.edu) before the deadline.

Notification of Review Results

Students will be notified of results by email as soon as possible following the review.

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Evaluation Criteria

All applicant's projects will be reviewed based on the criteria below.

1. Creativity and Innovation (total points 5).
   The artwork clearly demonstrates personal expression. The solution is very inventive. Explores and experiments with the design. Takes risks with the design.

2. Design Principles (total points 5).
   - Hierarchy
   - Balance
   - Emphasis
   - Movement
   - Rhythm
   - Proportion
   - Unity / Contrast
   - Alignment
   - Contrast
   - Proximity

3. Evidence of Technical Skills (total points 5).
   - Software
   - Command of material and medium

4. Professionalism (total points 5).
   - Participation
   - Demonstrate commitment and effort appropriate time spent / focus

5. Strength of Communication (total points 5).
   - Verbal
   - Visual

6. Craft & Presentation (total points 5).

Total Points: 30

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To participate in the Graphic Design Proficiency Review, supply the following information and submit to the Department of Art, Graphic Design and Art History by **Friday, April 17, 2020, at 9:00 am(CT).**

Please type or print clearly.

_____
Name

_____
OSU Email

_____
Permanent Mailing Address

_____
City / State / Zip

_____   _____
Overall GPA   Major GPA

_____
Cell phone

Submit to:

OneDrive Link labeled as "OSU GD Sophomore Review Sp2020". Please follow the instructions carefully on pg.3-4 above.

Procedure for calculating your Major GPA
Department of Art, Graphic Design, and Art History

Major GPA (Grade Point Average) is calculated by using grades from courses with the **ART prefix.**

For the graphic design proficiency review application, you will have to calculate the GPA for your art and design (major) courses.

Here is how to do it:
1. **Grade Points: Calculate points you have earned from each class**

A is worth 4 points
B is worth 3 points
C is worth 2 points
D is worth 1 point
F is worth 0 points

2. **Multiply: Points x Class Hours**
   The number of hours the course had (usually 3) with the number of points received (from step 1).

   Example:

   1. one 3-hour course with a grade of **A** is calculated by multiplying:
      1 course X 3 hours X 4 points = 12
      1 course X 3 hours = 3 hours

   2. Two 3 hour courses with grades of **B** are calculated by multiplying:
      2 courses X 3 hours X 3 points = 18
      2 courses X 3 hours = 6 hours

   3. Four 3 hour courses with grades of **C** are calculated by multiplying:
      4 courses X 3 hours X 2 points = 24
      4 courses X 3 hours = 12 hours

3. **Grade Point Average: Sum of Points ÷ Total Hours**
   Divide the sum of points (from step 2) by the total number of hours taken.

   Example: 54 points divided by 21 hours = 2.57 (GPA = 2.17)