

Berrien Springs Partnership Syllabus and Instructor Qualifications

CLASS TITLE: Lettering By Hand

GRADE OR AGE LEVELS: 5th -12th Grade

START DATE: September 22

END DATE: December 15

WEEKS TOTAL: 14

WEEKS OFF: 3

DAY/TIME REQUIRED: Tue. 11am -12:30pm **ADD'L DAYS/WK AVAILABLE:** by appt

HOURS (REQUIRED): 1.5/week **# HOURS (POSSIBLE):** 16.5

TOTAL SEMESTER HOURS POSSIBLE: 16.5

DATES OF CLASSES (without any adjustment): 9/22, 10/6, 10/13, 10/20, 10/27, 11/3, 11/10, 11/17, 12/1, 12/8, 12/15 - if cancellations occur, makeup dates will be arranged for after Christmas/New Years.

LOCATION/ADDRESS: DIRECTIONS TO LOCATION (if needed): During the COVID-19 Pandemic, All classes will be held virtually through facebook live, youtube, and access to class videos on youtube and facebook. Students may be encouraged to sign up for a free youtube account for real-time chat with their instructor.

There will be pick up days during the semester for students to meet the teacher and pick up supplies needed for the livestream classes. Dates for those pick ups will be 9/21 (for the classes of September and October) and 11/2 (for the classes of November and December). If these dates do not work, arrangements can easily be made for an alternate pick up date, or, in extreme cases, materials can be shipped via USPS at no additional cost to the students.

MAIN INSTRUCTOR: Kim Bollman

CONTACT INFORMATION: phone:269-769-3042 email:qtswede@gmail.com

ADDITIONAL REGISTRATION AT SITE REQUIRED? NO

MAIN INSTRUCTOR QUALIFICATIONS: Associates in Fine Arts, focus on education, Calligrapher and Handwriting enthusiast since 1987.

COURSE DESCRIPTION

This course will cover basic brush calligraphy, and touch on Copperplate style, as well as discuss and attempt to imitate the styles used to draft important American historical documents.

In addition, students will learn hand lettering as its own illustrative process. They will explore lettering as free gestural expression, made by hand using a variety of traditional media.

Students gain appreciation for both calligraphy and hand lettering as art as well as begin to strengthen their own handwriting skills. Hand lettering is the synthesis of typography and illustration. Good Handwriting is not necessary for this class.

SYLLABUS/OUTLINE: WEEKLY BREAKDOWN OF PROJECT-BASED LEARNING ACTIVITY

Week One: Intro to Lettering - Pencil exercises and warm ups

Week Two: Italic Primer and Poem Copying

Week Three: Letter Art Project 1 - Fall Theme

Week Four: Intro to Copperplate Lettering / Dip pens

Week Five: Halloween themed Copperplate project

Week Six: Letter Art Project 2 - Thankful Theme

Week Seven: Intro to Brush Calligraphy (modern style)

Week Eight: Designing a Layout for a Quote

Week Nine, Ten, and Eleven: Final Project - Winter/Holiday themed Lettering project on Wood using paint.

COURSE OBJECTIVES AND APPROXIMATE TARGET DATES:

By the end of the semester, students will have touched upon several different lettering and calligraphy techniques and will have completed three large projects using all of the various lettering styles discussed.

STUDENT ASSESSMENT - what will be used to evaluate student progress and/or end of semester pass/fail status? • Ability to successfully incorporate calligraphy and handmade lettering while retaining readability of text and establishing textual hierarchy.

- Become familiar with the language of hand lettering and, to a certain extent, typography and its terminology.
- Technical ability in the use of various traditional and nontraditional writing instruments including sticks, brushes, dip pens, and fountain pens.
- Understanding the purpose and usefulness of the journaling and maintaining a sketchbook—observing, discovering, and reproducing examples of various typography

All classes abide by the following:

- 1) Student agrees to attend at least 80% of class sessions/lessons offered. Attendance is kept online and tracked by Partnership staff. Failure to meet 80% or be on track to meet 80% may result in program discontinuation.
- 2) The Partnership Student Assessment or Performance Form is filled out by the teacher and turned in to Partnership staff. The link to this form is found on the web page for this class. Failing marks for lack of participation, behavior issues, practice time, etc. may result in program discontinuation.

Class-specific assessment:

Student work will be evaluated on presentation and craftsmanship, clarity of intention, inventiveness, organization and interpretation of directions, individual effort, attendance, and class participation.

Presentation, technical achievement, and craftsmanship: presentation of the work is professional and reflects an overall pride and commitment to the project, craft is clean and does not interfere with the work.

Message, content, and clarity of intention: the message and content are clear and easily read, yet artistic.

ADDITIONAL RESOURCES: (online, books, video, etc.):

www.letteringdaily.com is a great source for lettering ideas and some step by step guides
thepostmansknock.com has a good low-cost course that includes materials, instruction, and advice at several different levels and styles

The Calligrapher's Bible is an excellent reference book to use that can be found in some of our local libraries.

CLASS POLICIES: ATTENDANCE, BEHAVIOR, WEATHER, ETC.

Attendance: (see above) If there are extenuating circumstances preventing your student from attending at the stated time of this class (on occasion) I am more than happy to provide make-up time in a private class to be scheduled individually to avoid unwanted unexcused absences.

Behavior: Students are expected to be attentive, participate in every project, and ask for help when they require it. Consistent non-compliance will result in a warning to the parent on file about student's disinterest or refusal to participate.

Weather: Since many of my students are travelling from all points of the county, I tend to rely more on the road conditions than local school closings. There may be rare times when I need to cancel due to illness with my own children or myself. In all of these cases, I will send out a group e-mail, text message, and post to the partnership facebook page. Please respond to any one of these messages to notify me that you are aware of the info. Any cancelled classes will be made up on the next time class meets, and we will add a class at the end of the schedule as needed.

Other: A valid e-mail address and cell/home phone number is requested of each family at the beginning of the semester for the expressed purpose of keeping updates available to families and notification of any change in schedule/cancellation/special events that may occur during the semester as well as access to email patterns/assignments should your student need one.