

CTE Course Description and Standards Crosswalk

Course Information	
Course Name	Desktop Publishing: PhotoShop
Course Number	83210
Number of High School Credits	.5
Sequence or CTEPS (You must first have the Sequence or CTEPS entered into the EED-CTE system.)	Office Specialist, Web Design/Graphic Artist
Date of district Course Revision	February 2014
Career & Technical Student Organization (CTSO)	
CTSO embedded in this sequence	BPA
Occupational Standards	
Source of Occupational Standards	National Business Education Associations Standards (NBEA), Adobe Photoshop
Names/Numbers of Occupational Standards	Career Development (CD), Information Technology (IT), Entrepreneurship (EN)
Registration Information	
Course Description (brief paragraph – as shown in your student handbook or course list)	Desktop Publishing 2 is an introductory course for the newest and most commonly used desktop publishing features. Students will use desktop techniques to create and enhance letters, letterheads, logos, memos, reports, forms, resumes, invitations, announcements, flyers, news releases, advertisements, agendas, conference programs, brochures, menus, and newsletters. Students will develop skills through skill-building exercises. Photoshop software is emphasized in this course.
Instructional Topic Headings (please separate each heading by a semi-colon)	Graphic Design Techniques; Page Layout and Document Creation; Graphic Software Applications; System Software; Encourage Career and Technical Student Organization (CTSO) Involvement, particularly in BPA or DECA; Safety; Entrepreneurship; Ethics
Summative Assessments and Standards	
Technical Skills Assessment (TSA)	Yes
Course addresses:	Adobe Photoshop
New Alaska ELA and Math Standards	Yes
Alaska Cultural Standards	Yes
All Aspects of Industry (AAI)	Yes
Core Technical Standards	Yes
Employability Standards	Yes
Employability Standards	
Source of Employability Standards	State of Alaska
Tech Prep	
Current Tech Prep Articulation Agreement? (Y/N)	Y
Date of Current Agreement	May 2013
Postsecondary Institution Name	UAA Mat-Su College
Postsecondary Course Name	Digital Imaging Concepts
Postsecondary Course Number	CIOS A 152A
# of Postsecondary Credits	3

DISTRICT NAME: Mat-Su Borough School District

Source/Organization /Agency	Acronym	Website or Location of Information	Section, Chapters, etc. referenced in Performance Standards	Date of Edition or Version
National Business Education Assoc	NBEA	www.nbea.org	Computation Communication Information Technology Career Development Business Law Management	2013

Additional CTE Course Information

Author	
Course developed by	Steve Cook
Course adapted from	Desktop Publishing 2
Date of previous course revision	May 2008
Course Delivery Model	
Is the course brokered through another institution or agency? (Y/N)	No

Standards Alignment

Student Performance Standards (Learner Outcomes or Knowledge & Skill Statements)	Specific Occupational Skills Standard	Common Technical Core Standards	New Alaska ENG/LA Standards	New Alaska Math Standards	Alaska Cultural Standards	Employability/ Career Readiness Standards	All Aspects of Industry/ Systems	Assessment
Decide appropriate measurement techniques to develop documents.	IT-VII	IT-WD1,2,3,4,6,7,9	RST 9-12.3 RST 9-12.4	MP 1,2,4,5,6,7,8	B2,4	A2,5	Technical Skills Technology	Competitive Events-Business Professionals of America (BPA) Adobe Certified Associate WorkKeys
Perform complex multi-step tasks to enhance images utilizing advanced effects on a variety of electronic files.	IT-VI	IT-WD1,2,3,4,6,7,9	RST 9-12.3 RST 9-12.4	MP 1,2,4,5,6,7,8	B2,4	A2,5	Technical Skills Technology	BPA DECA
Interpret needs of a client to include application of color techniques and text to create various products.	IT-VII	IT-WD1,2,3,4,6,7,9	WHST 9-12.4	MP 1,3,4,5,6,7,8	B2,4	A2,5	Technical Skills Technology	BPA DECA
Critique long-term consequences of publication actions with regard to ethical and legal issues.	CD-III	IT-WD10	WHST 9-12.4 WHST 9-	MP 2,3,4,5,6,7,8	B2,4	A2,5,7	Technical Skills Technology	BPA DECA

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			12.7				Work Habits	
Prepare products and presentations for a variety of audiences using various digital and non-digital methods.	IT-VIII	IT-WD1,2,3,4,6,7,9	WHST 9-12.4	MP 2,3,4,5,6,8	B2,4	A2,5	Technical Skills Technology	BPA DECA
Use digital imaging software and equipment to design a variety of publications.	IT-VII	IT-WD1,2,3,4,6,7,9	RST 9-12.10	MP 1,2,4,5,6,7,8	B2,4	A2,5	Technical Skills Technology	BPA DECA
Learn and become proficient in the use of scanners and digital imaging equipment.	IT-IV	IT-WD1,2,3,4,6,7,9		MP 4,5,6,8	B2,4	A2,5	Technical Skills Technology	BPA DECA
Prioritize tasks and develop an appropriate timeline for completion of client products.	CD-III CD-V	IT-WD1,2,3,4,6,7,9	RST 9-12.10	MP 1,2,4,5,6,7,8	B2,3,4	A2,5,7	Technical Skills Technology	BPA DECA
Identify, interpret and incorporate professional ethics including software licensing, copyright and intellectual property laws in producing and monitoring digital and print products.	CD-III	IT-WD10	WHST 9-12.4 WHST 9-12.7	MP 1,2,4,5,6,7	B2,4	A2,5,7	Technical Skills Technology Work Habits	BPA DECA
Examine entrepreneurship opportunities and the role of employer vs. employee.	EN-I EN-VII	IT-WD1,2,3,4,6,7,9,10	L 9-12.6 SL 9-12.6	MP 1,2,3,4,5,6,7,8	B2,4	A2,5,7	Labor Technical Skills	BPA
Encourage CTSO involvement.	CD-IV CD-XVIII	IT-WD1,2,3,4,6,7,9 CRP10	L 9-12.6 SL 9-12.1,6	MP 1,2,3,4,5,6,7,8	B2,4 E7,8	A2,5	Technical Skills Community Planning Management	BPA DECA
Research career opportunities in the Business/IT career area.	CD-IV CD-XVIII	CRP10	L 9-12.6 SL 9-12.6 RST 9-12.10	MP 1,2,4,5,6,7	B2,3,4	A1,2,3,4,5 B1,2,3,4,5	Technical Skills Planning Work Habits Labor Community	BPA
Demonstrate safe use of tools and equipment, cyber safety and ergonomic safety in the workplace.	IT-XV	IT-WD1,2,3,4,6,7,9	L 9-12.6 WHST 9-12.8	MP 1,2,4,5,6,7,8	B2,4	A2,5,6,7	Technology Technical Skills Health/Safety Labor	AK EED Safety Manual Business & Information Systems

Instructional Resources

List the major instructional resources used for this course: (websites, textbooks, essential equipment, reference materials, supplies)

All Aspects of Industry

- P - Planning
- M - Management
- F - Finance
- TP - Technical and Production
- PT - Principles of Technology
- L - Labor Issues
- C - Community Issues
- HSE - Health, Safety, and Environment
- PWH - Personal Work Habits

Recommended Textbook: Adobe InDesign, Photoshop, and Illustrator

Supplemental Textbook: Adobe, Classroom in a Book Indesign

Resources: Alaska Career Information System: www.akcis.org

www.bpa.org

<http://www.deca.org/>

Ethics: <http://www.spj.org/ethics.asp>