

PALOMAR COLLEGE
COURSE OUTLINE OF RECORD FOR
DEGREE CREDIT COURSE

Transfer course A.A. degree applicable course

(check all that apply)

COURSE NUMBER AND TITLE:

GC203 Interactive Publishing with PDF's

R GC 203

UNIT VALUE: 3.0

MINIMUM NUMBER OF SEMESTER HOURS: 96

BASIC SKILLS REQUIREMENTS:

Appropriate language and computational skills

ENTRANCE REQUIREMENTS

PREREQUISITE: None

COREQUISITE: None

RECOMMENDED PREPARATION: None

SCOPE OF COURSE:

Hands-on instruction in creating electronic documents that can be viewed, searched, and printed from virtually any computer or printer.

SPECIFIC COURSE OBJECTIVES:

Successful students will be able to :

1. demonstrate the ability to create portable document formats from various Adobe and non-Adobe applications.
2. demonstrate the ability to create documents using the various compressing options to compare them.
3. evaluate which Adobe Acrobat program they need.

4. understand and apply principles of the conversion of postscript files to PDF.
5. demonstrate the ability to create, search and annotate electronic documents.
6. discuss and apply troubleshooting techniques.
7. demonstrate universal employment skills.

CONTENT IN TERMS OF SPECIFIC BODY OF KNOWLEDGE:

- I. Overview of Acrobat
 - A. Adobe Exchange
 - B. Adobe Reader
 - C. Adobe Distiller
 - D. Adobe Writer
 - E. Adobe Capture
 - F. Adobe Catalog
- II. Adobe Exchange
 - A. Tools and buttons
 - B. Thumbnails
 - C. Book marks
 - D. Links
 - E. Web links
 - F. Notes and Articles
 - G. Search
 - H. Creating PDF
 - I. Acrobat and OLE
 - J. Security
 - K. Forms
 - L. Editing
 - M. Graphics
 - N. Font management
- III. Adobe Reader
 - A. Reader window
 - B. Status bar
 - C. Preferences
 - D. Links
 - E. Notes and articles
- IV. PDF Production
 - A. Naming PDF file
 - B. Embedding fonts
 - C. Compressing data
 - D. Compressing color and grayscale images
 - E. Using JPEG compression
 - F. Troubleshooting
 - G. Merging files
 - H. Interactive multimedia production with PDF's
 - I. Distributing PDF's on the Internet

REQUIRED READING:

Alsopuch, Ted. Acrobat for Macintosh and Windows, Visual Quickstart Guide. Berkeley, CA: Peachpit Press, 1998.

SUGGESTED READING:

Adobe. Acrobat Classroom in a Book, San Jose, CA: Adobe Press, 1997
Sosinsky, Barrie. Acrobat Quick Tour. Cambridge, MA: Ventana Press, 1995

REQUIRED WRITING:

Students will write one five page research paper on current technology in computer communications.

OUTSIDE ASSIGNMENTS:

Students are expected to spend a minimum of three hours per unit per week in class and on outside assignments, prorated for short term classes.

Students are to read text, study lecture/lab notes, research and write required paper and complete lab assignments. Prepare notebook of all project proofs.

INSTRUCTIONAL METHODOLOGY:

Check all that apply:

- lecture
- laboratory
- lecture-laboratory combination
- directed study

This course may be offered as a distance education course and meets Title 5 regulations 55370, 55372, 55374, 55376, 55378, and 55380.

Yes No

If yes, check all that apply. (See guidelines for preparation for definitions.)

- telecourse
- mediated instruction
- computer assisted instruction

GRADING POLICY AND STANDARDS (include methods of determining whether the stated objectives have been met by students):

Projects	60%	A	100-90
Production	20%	B	89-80
Performance Test	20%	C	79-70
Research paper	10%	D	69-60
		F	Below 60

IS COURSE REPEATABLE FOR REASON(S) OTHER THAN DEFICIENT GRADE?

Yes No Number of times course may be taken for
credit: 4

If yes, identify specific provision of Title 5 Division 2 section(s) 55761-55763 and 58161
which qualifies course as repeatable:

58616 (C) (2) (A)

CONTACT PERSON: Neil Bruington