ENGL 4100 Document Design--Course Schedule
Readings and assignments are due on the date listed. Be prepared to discuss the assigned material.

*Design Workshop (DW)*
*Non-Designer’s Design Book (NDDB)*
*The PC Is Not a Typewriter (PC)*

**Week 1—Jan. 12**
Course Introduction

**Week 2—Jan. 19**
Style presentations (from *PC*)
*NDDB* – Chapter 1

**Week 3—Jan. 26 (UB 310)**
*NDDB* – Chapters 2 and 3
*DW* – Chapters 6 and 7
In class exercise: Design/Redesign a business card use the C. R. A. P. principles from Williams

**Week 4—Feb. 2 (UB 310)**
*NDDB* – Chapters 4 and 5
*DW* – Chapter 13
In class: Brochure analysis

**Week 5—Feb. 9 (UB 310)**
*NDDB* – Chapters 6 and 7
In class: Brochure Workshop

**Week 6—Feb. 16 (UB 310)**
*NDDB* – Chapters 8, 9, and 10
Typography
DUE: Brochure and Analysis
Document set introduction

**Week 7—Feb. 23 (UB 310)**
*DW* – Chapters 2 and 3
PhotoShop Workshop

**Week 8—Mar. 2 (UB 310)**
*DW* – Chapters 4 and 5
PageMaker Workshop
Workshop proposals during class
Week 9 — Mar. 9 (UB 310)  
DUE: Proposal  
Midterm Exam

Week 10 — Mar. 16  
Spring Break

Week 11 — Mar. 23 (UB 310)  
*DW* – Chapters 9 and 14  
*NDDB* – Chapters 11 and 13  
Workshop Status Report

Week 12 — Mar. 30 (UB 310)  
Document Set Workshop  
DUE: Status Report

Week 13 — Apr. 6 (UB 310)  
*DW* – Chapters 8 and 10  
Document Set Workshop

Week 14 — Apr. 13  
Document Set Workshop  
DUE: Draft of Final Project

Week 15 — Apr. 20 (UB 310)  
Document Set Workshop

Week 16 — Apr. 27  
DUE: Document Set and Analysis

Week 17 — May 4 (UB 310)  
Final Exam, 5:30