

Montgomery County Community College
ART 275
Portfolio and Professional Techniques
3-2-2

COURSE DESCRIPTION:

This course will help students prepare a portfolio for transfer or employment in the field of art after graduation and teach them the necessary elements to mounting an exhibition. Lectures, demonstrations, trips, and individual consultation will provide students with the information and skills needed for the successful preparation of presentation portfolios in traditional and digital formats. Each student will be required to mount a one or two person exhibition of his or her own work in the MCCC student gallery space. This course is subject to a course fee. Refer to <http://mc3.edu/adm-fin-aid/paying/tuition/course-fees> for current rates.

REQUISITES:*Previous Course Requirements*

- Thirty or more credits in Art courses at Montgomery County Community College

Concurrent Course Requirements

None

LEARNING OUTCOMES Upon successful completion of this course, the student will be able to:	LEARNING ACTIVITIES	EVALUATION METHODS
1. Prepare a professional portfolio for transfer and/or employment.	Studio Work Lectures Demonstrations Assignments Group Discussions Critiques Library Research Internet Research Museum Visits	Individual and Group Critiques Portfolio Reviews
2. Mount and publicize a professional exhibition.	Studio Work Lectures Demonstrations Assignments Group Discussions Critiques Library Research Internet Research Museum Visits	Individual and Group Critiques Portfolio Reviews

LEARNING OUTCOMES	LEARNING ACTIVITIES	EVALUATION METHODS
3. Demonstrate a familiarity with legal matters in the arts.	Lectures Demonstrations Assignments Group Discussions Critiques Library Research Internet Research	Individual and Group Critiques Portfolio Reviews

At the conclusion of each semester/session, assessment of the learning outcomes will be completed by course faculty using the listed evaluation method(s). Aggregated results will be submitted to the Associate Vice President of Academic Affairs. The benchmark for each learning outcome is that *70% of students will meet or exceed outcome criteria.*

SEQUENCE OF TOPICS:

1. Goal Setting
2. Time Management
3. Transfer Institutions
4. Job Variety and Prospects in the Visual Arts
5. Resume Writing for the Visual Arts
6. Legal Issues in the Visual Arts
7. Traditional and Digital Photography for Portfolios, Publicity and Record Keeping for the Visual Arts
8. Portfolio Presentation
9. Press Release Writing
10. Framing and Presentation for Exhibitions
11. Announcement Publication
12. Reception Planning
13. Sales

LEARNING MATERIALS:

Materials to be provided by the instructor.

Other learning materials may be required and made available directly to the student and/or via the College's Libraries and/or course management system.

COURSE APPROVAL:

Prepared by: Bernard Mangiaracina

Date: 4/15/2003

VPAA/Provost Compliance Verification: Dr. John C. Flynn, Jr.

Date: 5/1/2003

Revised by: Frank Short

Date: 5/19/2013

VPAA/Provost or designee Compliance Verification:

Victoria L. Bastecki-Perez, Ed.D.

Date: 7/16/2013

Revised by: Frank Short

Date: 8/7/2017

VPAA/Provost or designee Compliance Verification:

Victoria L. Bastecki-Perez, Ed.D.

Date: 8/7/2017

Revised by: Debbie Dalrymple

Date: 12/17/2017

VPAA/Provost or designee Compliance Verification:

Date: 12/19/2017



This course is consistent with Montgomery County Community College's mission. It was developed, approved and will be delivered in full compliance with the policies and procedures established by the College.