Graphic Design with Photoshop with Software Included Program

Program Duration: 12 months

Course Sequence	Modules/Lessons	Suggested Study Schedule
Graphic Design with Photoshop	I. Understanding the Client	Week 1-- 2
	II. Designing the Logo	Week 3 – 4
	III. Design, Layout, and Color Fundamentals	Week 5 – 6
	IV. Working with Type	Week 7 – 8
	V. Photo Editing	Week 9 – 10
	VI. Designing a Brochure	Week 11 – 12
	VII. Creating Print Advertising	Week 13 – 14
	VIII. Designing for the Web	Week 15 – 16
	IX. Email Advertising	Week 17 – 18
	X. Bring it all Together	Week 19 – 20
Intro to Leadership		Week 21
Leaders and Work-life Balance		Week 21
Leading and Managing change		Week 22
Leading Teams		Week 22
Business Essentials		Week 23 – 25
Management Fundamentals		Week 26 – 28
Marketing and Sales		Week 29 – 31
Business Financial Management		Week 32 – 35
Business in the Electronic Age		Week 36 – 38
Business Presentation Skills		Week 39 – 41
Business Correspondence Level 1		Week 42 – 43
Human Resource Management		Week 44 – 46
Office Procedures level 1		Week 47 – 49
Office Procedures level 2		Week 50 -- 52

- The above schedule is provided as a generic guideline to help students manage their study pace efficiently towards on time completion.
- Students who are able to finish courses in a faster pace are allowed and encouraged to do so for earlier completion.
- We recommend students to follow the course sequence in the order listed above.