



Link to More Information!
Uniform Ordering Directions
Cafeteria/Food Service
2026-2027 Calendar
... and more!

Dear Student and Parent/Guardian:

<https://tinyurl.com/yt5afmpf>

We are looking forward to the start of the 2026-2027 school year. As part of the "Introduction to Visual Communications Careers" program, you will be learning graphic design, advertising, pre-press, basic graphic user interface design, photography, videography, and printing. Students will have the opportunity to learn various tasks including computer use, various software applications, video-editing, photographic studio techniques, and printing press operation.

Skills that will help students achieve success in the Intro to Visual Communications Program are basic computer skills, adding and subtracting fractions, note-taking skills, good reading comprehension, and study skills.

To maintain a safe and productive environment, a dress code and strict lab rules are enforced. Hair may not touch the shoulders or obstruct your sight; if so, a hair net or some type of restraining wear would be required whenever operating machinery. Loose clothing, ties, and jewelry including necklaces or chains may not be worn in the lab area while using the machinery. Additional safety rules will be discussed and practiced by all students.

The use of personal electronic equipment is prohibited, except for classroom purposes, with permission from the instructor.

Students need to comply with the LCCTC uniform requirement. Introduction to Visual Communications students are required to purchase black pants and Indigo Blue LCCTC T-shirts, long-sleeved t-shirts, and hooded sweatshirts. Students must order uniform shirts from Fully Promoted through the LCCTC website school store (www.lancasterctc.edu). Please place an order promptly to ensure your student will be in uniform on their first day of school. Students must purchase pants on their own over the summer. Jeans, shorts, and capris are not permitted. Pants must be properly sized. No baggy pants are allowed due to the safety factor when working with equipment, tools, and machines. Pants and shirt must meet at the waist. We strongly suggest that students purchase at least two pairs of pants and five shirts including one sweatshirt. Additionally, proper footwear is imperative to the safety of our students. Proper footwear for Intro to Visual Arts is a closed toe, sturdy shoe like one might wear in a pressroom or bindery. A sturdy sneaker is also acceptable.

Students are encouraged to participate in the student organization SkillsUSA. "SkillsUSA empowers its members to become world-class workers, leaders, and responsible American citizens. SkillsUSA improves the quality of our nation's future skilled workforce through the development of Framework skills that include personal, workplace and technical skills grounded in academics." If students choose to participate, there is a membership fee to join.

If you have any questions or concerns, please feel free to contact me via email, rhess@lancasterctc.edu, or the office at the Brownstown Campus at (717) 859-5100.

Sincerely,
Randy Hess

Introduction to Visual Communications Careers Instructor - Brownstown

BROWNSTOWN CAMPUS

231 Snyder Road, Ephrata, PA 17522 • office: 717.859.5100