

PHO 170
Spring 2010
Prof. Just

Beginning Photography - Course Syllabus

Instructor: Rebekah Just

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Credit Hours: 3

Prerequisites: Basic computer knowledge

Lecture/Lab Hours: 4 hours scheduled lecture & lab; 2 hours unscheduled lab per week

Photo Labs: W. Charleston, 651-7317, Cheyenne Telecom, 651-2683,
Cheyenne Print Lab 651-4610

COURSE DESCRIPTION:

This course is an introduction to the mechanics and use of digital photographic equipment and light sensitive materials. It will cover the basics of digital photography, as well as its language and use of software to manipulate digital images. During lecture and lab we will cover camera handling, image exposure and processing, and digital printmaking.

COURSE PERFORMANCE OUTCOMES:

This course fulfills the computation component for related instruction in the area of photography. This component will be fulfilled in the section dealing with camera F-stops, shutter speeds, and film speed (ISO).

In this section, students will learn:

1. How to relate F-stop openings to the size of the aperture and its relation to the amount of light which hits the sensor.
2. How to convert fractions into relevant shutter speeds to determine a quantitative value of light hitting the sensor for the desired effect of stopped, blurred, or panned action.
3. How ISO relates to exposure, specifically to F-stops and shutter speeds.
4. How to calculate the Inverse square law of light fall off.

This course fulfills the human relations component for related instruction in photography. This component will be fulfilled in the section dealing with clients, models, art directors, the surrounding community and different cultures, etc.

In this section, students will learn:

1. To take direction from a client or art director and perform the necessary specifications relating to the assignment given by the client or art director.
2. To communicate effectively with clients, art director, and models in order to achieve the necessary results of the specifications given in each assignment.
3. To develop sensitivity and awareness in the workplace while working with a variety of people at one time.
4. To develop experience in collaborating with a team, co-students, and instructors.

GENERAL COURSE PERFORMANCE OUTCOMES:

- 1.The student will demonstrate academic principles related to camera function by successfully operating the camera at 100% completion.
- 2.The student will demonstrate principles related to image exposure by successfully exposing media cards at 100% completion.
- 3.The student will successfully load images into a computer and demonstrate principles related to image processing by correctly downloading images at 100% completion.
- 4.The student will demonstrate proper operation of image processing software by producing inkjet prints at 100% completion.
- 5.The student will demonstrate photographic composition and display by properly mounting photographs for critique and presentation purposes at 100% completion.
- 6.The student will demonstrate his/ her ability to follow instructions on spec sheets and produce work as if he/she were working for a client, art director, etc., at 100% completion.

ACADEMIC INTEGRITY:

Any student caught cheating, plagiarizing, stealing or vandalizing college property or materials, or fellow student property or materials, will be prosecuted to the fullest extent. You are expected to have read and understood the current student handbook and will adhere to its policies.

EVALUATING ASSIGNMENTS:

For each assignment given, the student will receive a list of requirements specific to that assignment. Grades will be based on how well each requirement has been met. Grading is broken down into several categories. Assignments may be redone if the student is not satisfied with their initial grade. Redoing an assignment is done on the student's own time, expense and must be completed by the last day the class meets for the term.

IMAGES FOR ASSIGNMENTS:

Students may not use images shot for another assignment or another photo class. All images shot for an assignment must be new and shot specifically for that assignment only. No credit will be given to any duplicate work turned in.

LATE WORK:

In the professional world of commercial photography, work must be turned in on time. It's called a deadline. Work not turned in on time will be downgraded. The highest grade one can achieve by turning in work late is a C-. Lost points may not be made up.

Work turned in on time, but not scored to the student's satisfaction, may be redone. Redo's are not an automatic improvement in one's score. A student may redo an assignment as many times as they want and may be turned in any time before the last class.

MEDIA WRITINGS:

No late media writings will be accepted. If you are going to be absent from class make sure to inform me and turn in two Media Writings for the following class.

ATTENDANCE & PARTICIPATION:

Classes start on time, so please arrive by the appointed hour. Please take into account traffic, parking, etc. when coming to class. You can always come early. If you are absent from class, please plan on getting notes from a classmate to make up the missed information.

It is the student's responsibility to make up any missed work, quiz, notes, handouts, demonstrations, etc. I will not do any make up labs. If I am teaching additional sections of the class, you are welcome to attend one to make up missed work.

If you know in advance you will be absent for a critique, please plan on turning your work in early so it is not counted late. Work that makes it into the critique will not be downgraded.

Participation is part of your grade. Providing constructive feedback during critiques and discussions is part of the learning process. You cannot participate fully if you are not in class when it begins.

GRADING SCALE:

93 - 100 = A	73 - 76 = C	A = exceeded the expectations of the assignment and did excellent work.
90 - 92 = A-	70 - 72 = C-	B = met the assignment expectations and did good work.
87 - 89 = B+	67 - 69 = D+	C = average work.
83 - 86 = B	63 - 66 = D	D = poor quality work.
80 - 82 = B-	60 - 62 = D+	F = very poor quality work or not at all.
77 - 79 = C+	0 - 59 = F	

CONSIDERATION FOR OTHERS:

Students must have computers off while instructor is giving a lecture. Students cannot check email, work on images or perform any computer task. Having the computer on distracts other students and the instructor. If you must work on an image I encourage you to go to the computer lab instead.

NOTEBOOK REQUIREMENTS:

Each student is required to maintain a 3-ring binder notebook in which the student will keep all assignments, notes, handouts, contacts, CD's, etc. Maintaining a neat and complete notebook is important to staying organized and keeping up with class assignments. The notebook will be graded at the end of the semester.

A section of this notebook is also for your weekly photo critiques (Media Writing assignment). Each week you should cut out or print out an image you like and write what you think of the image. Write about the composition, lighting, color, tonality, subject, etc. This will be about a paragraph in length. No late assignments will be accepted. I will not ask for the assignments so you must remember to turn them in. It is your responsibility to turn them in not mine, so if you forget to turn one in it is your fault you did not get credit not mine. Each writing assignment is worth about .7% so it is ok to miss one assignment but don't forget that they do add up to 10% of your grade and that means a whole letter grade less if you don't turn any of them in.

EXTRA CREDIT:

There is normally an occasion during the semester for the student to earn extra credit. This varies each semester, but often consists of attending photography show openings on campus, reviewing photography exhibitions in local galleries and attending special photographic events on campus.

The amount of credit is determined by the instructor and is applied at the end of the semester. It does not substitute for assignments.

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COMPUTER LAB POLICY:

See Lab Policy handout.

EQUIPMENT CHECKOUT:

There will be a very limited number of cameras available for checkout for short periods for assignment usage. Only full-time instructors and lab techs can check out cameras to students. The student is responsible for any damage, loss or theft of the camera while checked out to them.

TUTORS:

W. Charleston 651-5732

Cheyenne 651-4232

CSN provides each student with 12 hours of free tutoring service per class.

NOTE: Since there are no photo classes at Henderson campus, there are no photo tutors assigned there. There is not always a tutor available every semester in photography on every campus.

Disclaimer:

Information contained in this syllabus, other than the grading, late assignments, makeup work, and attendance policies, may be subject to change with advance notice, as deemed appropriate by the instructor.

DISABILITIES:

If you have a documented disability that may require assistance, you will need to contact the Disability Resource Center located in the Student Service Center on each campus. The DRC can be contacted at the following numbers: Cheyenne Campus 651-4045, Henderson 651-3086, and West Charleston 651-5089."

For those students that would like to earn a little extra cash, stop by the Disability Resource Center to fill out a job interest card. This office hires students as note takers, readers, proctors, scribes, lab assistants, and research assistants as needed."

Office of Student Retention:

College Survival! - Mastery! - Success!

Helping you to achieve your goals and maximize your talents in college is what Retention is all about. Did you know that CSN has a wide array of services and programs to help make your experience at CSN be a successful and rewarding one? The Office of Retention can help you get or stay on the right track. We offer:

- ✓ Coyote Student Coaches offer free walk-up tutoring during posted hours in many subjects. Student Coaches are available in the D Lobby at West Charleston, the Student Lounge at Cheyenne and in the C Building at Henderson.
- ✓ Free Success Planning Appointments are available. The staff of the Retention Office is committed to helping you succeed at CSN by sitting down with you, assessing your needs and getting you plugged in to CSN's many resources.
- ✓ E-ALERT! is CSN's academic early warning system. Professors identify students who need help and/or students who are having trouble in their classes may set up an appointment and receive help.

Call us at 651-2626 at Cheyenne or 651-7367 at West Charleston or Henderson!

MATERIALS AND SUPPLIES:

- CSN student ID (needed for checking out cameras, using the lab, etc.)
- Textbook, "Photography" 9th Edition by London, Upton, Stone, Kobre and Brill.
approx \$85
- 3 ring binder notebook with paper
- Pencil
- Hi-Polymer/White eraser
- Minimum of 10 CD-R's (no RW's as Macs cannot rewrite), no black or purple.
approx \$10
- Media to store your photos, this could be CDs, external hard drive, flash drive, etc.
Minimum 8 GB recommended.
approx \$50-\$250

- Digital SLR camera (minimum 6 megapixels, must be able to shoot in fully manual mode and RAW format)
approx \$600-\$3000
- Digital Media for your camera, CF card for school cameras (minimum 2 GB recommended)
approx \$25
- Card reader for the camera's media (recommend multi-compatible to include CF style)
approx \$30
- 8.5"x11" EPSON Ultra Premium Photo Paper Luster (5*) box of 50 sheets
approx \$32
- Bienfang ColorMount tissue (8.5x11 size) 25 sheets
approx \$13
- Mount boards 11"X14" Black side/White side. No pebble board.
approx \$10 (\$1 per board)
- Cotton gloves
approx \$1
- Ink for Epson printer (numbers and colors to be announced in class)
EPSON BRAND ONLY!

Beginning Photography - Course Calendar

Once class critiques, lectures and demonstrations are completed, the remaining class time is for open lab, extra help from the instructor and for taking photographs. Start on assignments as soon as they are introduced - do not procrastinate.

Week 1	January 21	Intro, objectives, facility tour, History of Photography lecture and quiz, <i>Media Writing</i> assignment (One due every week) HOMEWORK: Read Units 1 & 2, BRING CAMERA, MEDIA, and MANUAL TO CLASS NEXT WEEK.
Week 2	January 28	Reading Quiz 1, Camera controls, exposure, camera handling & media loading demo Assignment: <i>Self Documentation</i> (shot by next class) HOMEWORK: Read Units 3 & 4, BRING IMAGES ON MEDIA CARD AND CARD READER TO NEXT CLASS
Week 3	February 4	Reading Quiz 2, Image Processing, image adjustments/printing/contact sheet Assignment: Download <i>Self Documentation</i> In Class w/instructor/printing/contact sheet HOMEWORK: Read Units 8 & 9, work on <i>Self Documentation</i>
Week 4	February 11	Open Lab
Week 5	February 18	Critique: <i>Self Documentation (1-8.5"x11"print and contact sheet) due at beginning of class</i> Reading Quiz 3, Depth of Field/Movement Control Assignment: <i>5 in 1</i> HOMEWORK: Read Unit 12, work on <i>5 in 1</i>
Week 6	February 25	Reading Quiz 4, Color correction/White balance Assignment: <i>Color correction/White balance</i> HOMEWORK: Read Unit 7
Week 7	March 4	Open Lab
Week 8	March 11	Critique: <i>5 in 1</i> Reading Quiz 5, Composition/Lenses Assignment: <i>Composition</i> HOMEWORK: Read Chapter 17, work on <i>Composition</i>
Week 9	March 18	SPRING BREAK
Week 10	March 25	Critique: <i>Composition</i> Assignment: <i>Window Light</i> Window Light, Introduction to Final, Mid term review HOMEWORK: Study for MIDTERM and work on <i>Window Light</i>

Week 11	April 1	TEST: MID TERM Assignment: <i>Contrast/Levels/Curves/Layers</i> <i>Contrast/Levels/curves/Layers</i> HOMEWORK: <i>Read Unit 14 Window Light & Contrast/Levels/Curves/Layers</i>
Week 12	April 8	Critique: <i>Window Light</i> <i>Reading Quiz 6, Retouching/Black and white/Toning</i> Assignment: <i>Retouching/Black and white/Toning</i> HOMEWORK: <i>Work on Contrast/Levels/Curves/Layers & Retouching/Black and white/Toning</i>
Week 13	April 15	Critique: <i>Contrast/Levels/Curves/Layers</i> <i>Every Day Life, How to write an Artist Statement</i> Assignment: <i>Every Day Life</i> HOMEWORK: <i>Work on Artist Statement and Retouching/Black and white/Toning</i>
Week 14	April 22	Critique: <i>Retouching/Black and white/Toning, Artist statement due</i> Assignment: <i>Close up</i> HOMEWORK: <i>Work on Everyday Life and Close Up</i>
Week 15	April 29	Critique: <i>Every Day Life & 1st part of Final series due (4 prints),</i> HOMEWORK: <i>Work on Close Up and Final Series</i>
Week 16	May 6	Critique: <i>Close up & 2nd part of Final series due (3 prints)</i> HOMEWORK: <i>Work on Final Series</i>
Week 17	May 13	Critique: <i>Final Series (7 images window matted), notebook graded, and Media Writing assignment last day to turn in any work for credit. No work will be accepted after the end of class.</i>

Beginning Photography - Note book should include in order:

Assignment:

- 1 Artist Statement
- 2 Self Documentation Final Image
- 3 Self Documentation Contact Sheet
- 4 5 in 1 - Final images
- 5 5 in 1 - Contact Sheets
- 6 Composition - Final images
- 7 Composition - Contact Sheets
- 8 Window Light - Contact Sheet
- 9 Scavenger Hunt - Four un-mounted final images
- 10 Scavenger Hunt - Contact Sheets
- 11 Everyday Life - Contact Sheet
- 12 Close-Up - Contact Sheet
- 13 Final Series - Contact Sheets
- 14 13 Media Writing Assignments

Beginning Photography - Agreement and Acknowledgement Of Policies

I _____, have read and understand the grading, attendance, late work, class participation, consideration to others, notebook requirement, Images shot for assignments, and the weekly writing assignment policies.

Signature

Date