SYLLABUS: PHOTO I (digital)
ARTS 2356, COMM 1316, PHTC 1000
Spring Semester 2013 (Thursday Night)
7:15 PM  9:05 PM

Arts, Business, Sports Science & Technology Division of Main Campus
Office: T-135 Phone: (972) 273-3450 Hours: 8:00 a.m.- 8:00 p.m., M-Th 8:00 a.m.- 4:30 p.m., Fri.

This course syllabus is intended as a set of guidelines for COMM 1316 and PHTC 1000. Both North Lake College and your instructor reserve the right to make modifications in content, schedule, and requirements as necessary to promote the best education possible within prevailing conditions affecting this course.

Instructor Information:
Instructor: Diane Guy
Phone: (Arts, Business, Sports Science & Technology Division, Room T-135- Main Campus in Irving)
Email: dguy@dcccd.edu

Course Information:
Course title: Photo I (digital) Course number: ARTS 2356, COMM 1316 / PHTC 1000
Credit hours: 3 / CEUs
Course description: A foundation photography class intended to introduce the student to the concepts, language, and camera techniques and computer processes employed by professional photographers.

Required Materials:
1. Print paper: One 50-sheet box of Red River Ultra Pro Satin (min. size 8.5” X 11”)
2. Matting supplies for final project: Four 4-ply 32” X 40” white mat board (or equivalent pre-cut 11x14); one 10-pack of Logan #270 mat cutter blades; one roll photo linen tape. (Wait to Purchase at end of semester, there may be an alternative to final presentation depending on final project).
3. 1 blank CD-R.
4. One - 2 to 8 gigabyte USB flash drive (not any larger computers tend to freeze)
5. Gray card for camera metering (see instructor’s example).
6. Homework folder to be used for turning in photos to be graded – legal size, fold over flap with elastic closure or Velcro (see instructor’s example).
7. 1-3in. ring binder
8. 25 Clear sheet protectors
9. Internet Access for ECampus Class Website (Online Exam)

Recommended Books (FOR NON MAJORS)
A Short Course in Digital Photography (Paperback) Edition 2
ISBN: 9780205066421


Suggested Book for Camera: Magic Lantern Camera Guide for your camera model being used.
**Course Objectives:**
1. Students will learn to manipulate the tools of photography to obtain results fulfilling their objective(s) while obtaining highest image quality.
2. Students will learn digital imaging software through a managed and disciplined computer processing of digital imagery for highest quality output.
3. Students will produce a portfolio of black and white photographs through the application of assigned technical and aesthetic exercises.
4. Students will learn the nomenclature and technical jargon used by professional photographers.
5. Students will learn to analyze and dialogue critically, the work of themselves and others.

**Specific Course Learning Outcomes:**
Students must demonstrate the following competencies:
1. Ability to manipulate the camera, and all associated accessories as needed.
2. Understanding of scientific, mathematical, and technological aspects related to photography.
3. Ability to process and manipulate digital photographic images and produce highest quality black and white prints.
4. Understanding of aesthetic and communication aspects of the photographic image.
5. Ability to produce photographs of significance meeting specific requirements.

**Course Outline:** see appendix A

**Means of Assessment of Course Learning Outcomes:**
Course learning outcomes will be assessed through three means:
1. Students must demonstrate ability to successfully execute both camera and computer techniques as prescribed by various individual photo assignments, to be evaluated in open class critiques.
2. Students must demonstrate ability to critically analyze and discuss photo assignments in open class critiques.
3. Students must demonstrate understanding of all aspects of photography covered in class through the successful completion of class exams.

**Evaluation Procedures:**

**Print assignments** will be graded in open class critiques, featuring participation by the entire class and instructor. Prints will be graded on the following criteria:
- **Redo** = If a print fails to meet technical requirements, a grade of “R” will be assigned. An “R” grade means that the student has until the last regular class day of the term to re-submit the assignment for a grade.
- **“C”** – 70% - 79% of assignment value. A “C” grade means that the photo meets the basic technical requirements for the assignment but offers little else.
- **“B”** – 80%- 89% of assignment value. A “B” grade means that the assignment meets the technical requirements and offers the viewer a valuable experience. A “near-publishable”, or “good” photo.
- **“A”** – 90%-100% of assignment value. An “A” grade means that the assignment meets all technical expectations in an interesting and valuable image. A “publishable” or “excellent” image.

**Exams** will be multiple choices; online testing through Ecampus and will be scored according to the number of questions answered correctly. There are two exams worth 200 points each.

**Class participation** grades will be determined by attendance and participation in class.
Exams and Assignments: For a full description of all assignments see Appendix B:
The 2000 total semester points are made up from the following distribution:
Multiple pop test grades totaling 100 points = 100
2 exams worth 100 points each = 200
2 multi-photo assignments worth 300 points each = 600
6 photo assignments worth 100 points each = 600
1 portfolio worth 400 points = 400
Class participation worth 100 points = 100

Grading Scale: Final grade will be determined by total number of points accumulated by student
on the following scale:
1800 – 2000 points = A
1600 – 1799 points = B
1400 – 1599 points = C
1200 – 1399 points = D
0 - 1199 points = F

(For PHTC 1000 students: a certificate of completion will be awarded to any student obtaining
1400 points or more.)

Discipline/ Course/ Department/Policies:
1. Assignments must be turned in on time – that is, at the beginning of a critique or by a specific
deadline, or, an irreversible point grade of 0 (zero) may be recorded for that assignment.
Unexcused absences do not excuse a late assignment.
2. Absences will factor into the final grade in a way determined by the individual instructor: see
appendix A. If you find that you must miss a class you must contact the instructor prior to class
for it to be considered “excused”.
3. Plagiarism, or illegal use of copyrighted material will not be tolerated and may be punishable
by dismissal from class, and possible suspension from college.
INSTITUTIONAL POLICIES

ACADEMIC DISHONESTY
The Student Code of Conduct prohibits academic dishonesty and prescribes penalties for violations. According to this code, which is printed in the college catalog, "academic dishonesty", includes (but is not limited to) cheating, fabrication, facilitating academic dishonesty, plagiarism, and collusion.

1) The Vice-President of Academic & Student Affairs may initiate disciplinary proceedings against a student accused of academic dishonesty.

2) Academic dishonesty includes, but is not limited to, cheating on a test, plagiarism and collusion.

3) Cheating on a test includes:
   a) Copying from another student’s test paper;
   b) Using, during a test, materials not authorized by the person giving the test;
   c) Collaborating with another student during a test without permission to do so;
   d) Knowingly using, buying, selling, stealing, transporting, or soliciting in whole or part the contents of an un-administered test.
   e) Substituting for another student, or permitting another student to substitute for you to take a test; and
   f) Bribing another person to obtain an un-administered test or information about an un-administered test.

4) “Plagiarism” means the appropriation of another’s work (ideas and/or words) and the unacknowledged incorporation of that work in one’s written work offered for credit. Quotes not identified as quotes constitute a form of plagiarism even if the borrowed ideas are documented.

5) “Collusion” means an unauthorized collaboration with another person in preparing written work offered for credit.

Academic dishonesty may result in the following sanctions, including, but not limited to:
1. A grade of zero or a lowered grade on the assignment or course.
2. A reprimand.
3. Suspension from the college.

NOTIFICATION OF ABSENCE DUE TO RELIGIOUS HOLY DAY(S)
Students who will be absent from class for the observance of a religious holiday must notify the instructor in advance. Please refer to the Student Obligations section of the college catalog for more explanation. You are required to complete any assignments or take any examinations missed as a result of the absence within the time frame specified by your instructor.

REQUIREMENTS OF THE AMERICANS WITH DISABILITIES ACT
North Lake College provides academic accommodations to students with disabilities, as defined under ADA law. It is the student's choice and responsibility to initiate any request for accommodations. If you are a student with a disability who requires such ADA accommodations, please contact North Lake College's Disability Services Office in person (A430) or by phone at 972-273-3165.
http://www.northlakecollege.edu/resources/disability.html
DROP POLICY
If you are unable to complete this course, you must officially withdraw by Thursday, April 18, 2013. Withdrawing is a formal procedure which you must initiate; your instructor cannot do it for you. All Dallas County Community Colleges charge a higher tuition rate to students registering the third time for a course. This rule applies to the majority of credit and Continuing Education / Workforce Training courses. Developmental Studies and some other courses are not charged a higher tuition rate. Third attempts include courses taken at any DCCCD college since the fall 2002 semester. For further information, go online to: http://www.DCCCD.edu/thirdcourseattemp.

STOP BEFORE YOU DROP
For students who enrolled in college level courses for the first time in the fall of 2007, Texas Education Code 51.907 limits the number of courses a student may drop. You may drop no more than 6 courses during your entire undergraduate career unless the drop qualifies as an exception. Your campus counseling/advising center will give you more information on the allowable exceptions. Remember that once you have accumulated 6 non-exempt drops, you cannot drop any other courses with a “W”. Therefore, please exercise caution when dropping courses in any Texas public institution of higher learning, including all seven of the Dallas County Community Colleges. For more information, you may access: https://www1.dcccd.edu/coursedrops

FINANCIAL AID STATEMENT
Students who are receiving any form of financial aid should check with the Financial Aid Office prior to withdrawing from classes. Withdrawals may affect your eligibility to receive further aid and could cause you to be in a position of repayment for the current semester. Students who fail to attend or participate are also subject to this policy.

To apply for financial aid in the DCCCD, students must complete FAFSA (Free Application for Federal Student Aid) on the web at: http://www.fafsa.ed.gov

COUNSELING SERVICES (A430)
Counseling services for personal issues are provided to all students currently enrolled at North Lake College. These services are provided by licensed professionals who are bound by confidentiality (within ethical parameters) at no charge. With the assistance of a counselor, students are able to identify, understand, resolve issues and develop appropriate skills. To make an appointment call 972-273-3333 or visit A 430.
THE ACADEMIC SKILLS CENTER (A332)
The Academic Skills Center (ASC) is designed to provide assistance to students in the following areas:

- Labs for students enrolled in foreign language, Developmental Reading, and ESOL courses. One-on-one tutoring is available.
- The Writing Center can help students clarify writing tasks, understand instructors’ requirements, develop and organize papers, explore revision options, detect grammar and punctuation errors, and properly use and document sources. Rather than merely editing or “fixing” papers, tutors focus on helping students develop and improve their writing skills.
- The Online Writing Lab (OWL) allows students to submit papers to our writing tutors electronically and get feedback within 24-72 hours. The OWL can be accessed through eCampus. After logging on to eCampus, click on the Community Tab at the top. Type “Owl” in the search field and click “Go.” Next, click on the double drop-down arrows next to “NLC-OWL2,” and then click on “Enroll.” Once enrolled, students can receive services from the OWL.

For more information or to schedule a tutoring appointment, come by A-332 or call 972-273-3089.

TESTING CENTER (A 425)
Monday-Thursday: 8:30 a.m. – 8:00 p.m.
No tests will be issued after 7:00 p.m. Other cut-off times may be in effect for specific exams by the instructor’s direction. All exams collected at 8:00 p.m.
Friday-Saturday: 8:30 a.m. – 3:30 p.m.
No tests will be issued after 2:30 p.m. Other cut-off times may be in effect for specific exams by the instructor’s direction. All exams collected at 3:30 p.m.
Sunday – CLOSED

If you instructor requires you to complete an exam in the Testing Center, be sure to have the following information when you request you test:
1. Instructor’s name
2. Subject, course number, and section number (exp: Speech 1311.7011)
3. Exam number (1st, 2nd, 3rd, etc.)
4. Exam deadline (Get this information from your instructor. The testing staff cannot look up this information on computers).

You should also bring the following supplies:
1. Pencil
2. Scantron answer sheet
3. A Test Request Form must be completed before entering the Testing Center.
5. Government or school issued photo identification is required & enforced.

You may not bring personal items into the Testing Center. This includes bags, cell phones, and pagers.

Please show courteous and cooperative behavior while using the services provided by the Testing Center.

DO NOT bring children to the Testing Center. You must make arrangements for the care of your children prior to your exam date. The police department will be notified of any unattended children.
DO NOT take any testing materials with you when you leave the Testing Center. This includes the test, answers, charts, scratch paper. These items will be attached to your test.

Questions? Please visit the Testing Center (A 425) or call 972-273-3160.

STUDENT LEARNING OUTCOMES:

1. By the completion of COMM 1316 students will demonstrate an ability to communicate motion by manipulation of shutter speed to obtain success in each of the three required motion technique assignments-freeze motion, blur motion, pan motion, at a 70% level of proficiency as measured from the motion assignments.

2. By the completion of COMM 1316 students will demonstrate an ability to successfully construct an 8 print professional portfolio at a 70% level of proficiency as measured from a Portfolio Critique.

3. By the completion of COMM 1316 students will demonstrate understanding of the basic black-and-white photographic process by the successful completion of a comprehensive exam, at a 70% level of proficiency as measured from an Exam.
### Learning Activities, Outcomes, and Assessment

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<thead>
<tr>
<th>Learning Activity</th>
<th>Learning Outcomes</th>
<th>Assessment</th>
<th>EEO’s &amp; CCIC’s</th>
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<tbody>
<tr>
<td>1. <strong>Pop Tests/Quiz:</strong> Several pop tests will be given throughout the semester as a means of testing your knowledge of material presented in class. Tests may have different grade point values, to be determined by the instructor.</td>
<td>Student demonstrates knowledge acquired throughout the semester</td>
<td>Variable point value grading.</td>
<td>CCICs 2,3,4</td>
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<td>2. <strong>Raw Shooting Exercise:</strong> Students will produce 20 manually exposed, raw format photo files and will burn those to a CD.</td>
<td>Student will practice and demonstrate knowledge of compositional principles; gain experience using a DSLR in manual exposure mode, and turn them in using electronic media.</td>
<td>Assignment will be graded on quality and variety of imagery, and on whether specific instructions were followed in the production of the assignment in a viewing by the instructor.</td>
<td>CCICs 2,3,4</td>
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<td>3. <strong>Unusual Angle:</strong> A print assignment encouraging exercise in composition, and exploration of unorthodox viewing of subject matter.</td>
<td>Student exercises creativity and skill at creating good photographs by manipulation of camera placement and/or lens choice.</td>
<td>Prints will be assessed in a class critique, featuring full discussion by students and instructor.</td>
<td>CCICs 1,2,3,4</td>
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<td>4. <strong>Test #1- Midterm Exam:</strong> A 25 question multiple choice exam.</td>
<td>Student demonstrates knowledge acquired in first part of semester.</td>
<td>Ecampus online grading.</td>
<td>CCICs 2,3</td>
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<td>5. <strong>Motion Techniques:</strong> Students will shoot and turn in an example of each of the three motion techniques: 1) stop motion; 2) blur motion; 3) pan motion. You must turn in one print for each of these techniques (3 prints total).</td>
<td>Student learns to deal with motion in photography, by adjusting camera settings for specific results.</td>
<td>Prints will be assessed in a class critique, featuring full discussion by students and instructor.</td>
<td>CCICs 1,2,3,4</td>
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<td>6. <strong>Depth of Field:</strong> A print assignment requiring manipulation of aperture setting with manual exposure to achieve different effects of depth of field.</td>
<td>Student learns basic camera control for very specific effects.</td>
<td>Prints will be assessed in a class critique, featuring full discussion by students and instructor.</td>
<td>CCICs 1,2,3,4</td>
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<td>7. <strong>Night Exposure:</strong> A print assignment requiring student to shoot during the night with no supplemental lighting.</td>
<td>Student learns to deal with low light photography and the necessary camera accessories. Encourages understanding of the relativity of exposure and brightness.</td>
<td>Prints will be assessed in a class critique, featuring full discussion by students and instructor.</td>
<td>CCICs 1,2,3,4</td>
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<td><strong>8. Silhouette:</strong></td>
<td><strong>Student learns to manipulate light metering for an effect, and to become aware of shape and outline.</strong></td>
<td><strong>Prints will be assessed in a class critique, featuring full discussion by students and instructor.</strong></td>
<td><strong>CCICs 1,2,3,4</strong></td>
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<td><strong>9. Person at Work:</strong></td>
<td><strong>Student must interpret subject and make a professionally publishable photograph.</strong></td>
<td><strong>Prints will be assessed in a class critique, featuring full discussion by students and instructor.</strong></td>
<td><strong>CCICs 1,2,3,4</strong></td>
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<td><strong>10. Abstract:</strong></td>
<td><strong>Student gains insight into visual stimulation by virtue of non objective imaging</strong></td>
<td><strong>Prints will be assessed in a class critique, featuring full discussion by students and instructor.</strong></td>
<td><strong>CCICs 1,2,3,4</strong></td>
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<td><strong>11. Portfolio:</strong></td>
<td><strong>Student exhibits photographic skills through a select choice of prints.</strong></td>
<td><strong>Portfolio will be assessed in a class critique, featuring full discussion by students and instructor.</strong></td>
<td><strong>CCICs 1,2,3,4</strong></td>
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<td><strong>12. Test #2 - Final Exam:</strong></td>
<td><strong>Student demonstrates knowledge acquired throughout the semester.</strong></td>
<td><strong>Ecampus online grading.</strong></td>
<td><strong>CCICs 2,3,4</strong></td>
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APPENDIX A: COURSE OUTLINE FOR PHOTO I

ARTS 2356, COMM 1316, PHTC 1000 (Monday Night 7:15 PM – 9:05pm)

Instructor Information:
Instructor: Diane Guy
Phone: (Arts, Business, Sports Science & Technology Division, Room T-135 Main Northlake Campus)
Email: dguy@dcccd.edu

Required Materials:
1. Print paper: One 50-sheet box of Red River Ultra Pro Satin (min. size 8.5” X 11”) 
2. Matting supplies for final project: Four 4-ply 32” X 40” white mat board (or equivalent pre-cut 11x14); one 10-pack of Logan #270 mat cutter blades; one roll photo linen tape. (Wait to Purchase at end of semester, there may be an alternative to final presentation depending on final project).
3. 1 blank CD-R.
4. One - 2 to 8 gigabyte USB flash drive (not any larger..computers tend to freeze)
5. Gray card for camera metering (see instructor’s example).
6. Homework folder to be used for turning in photos to be graded – legal size, fold over flap with elastic closure or Velcro (see instructor’s example).
7. 1-3in. ring binder
8. 25 Clear sheet protectors
9. Internet Access for Ecampus Class Website (Online Exam)

Recommended Books (FOR NON MAJORS)
A Short Course in Digital Photography (Paperback) Edition 2
ISBN: 9780205066421


Suggested Book for Camera: Magic Lantern Camera Guide for your camera model being used.

Photo I is an introductory photography class emphasizing technical knowledge while stressing and encouraging creative production.

The majority (75%) of the final grade in this class is determined by production of photographic images for class critiques.
All shooting for assignments will be done outside of the scheduled class time.

Photo I is designated as a lecture/lab class by the state of Texas Higher Education Coordinating Board. This means that there is a lab component that must be fulfilled outside of the scheduled lecture time. We provide an open digital print lab for students of photography at North Lake College as a place for students to process their images and produce their prints for assignments.

DIGITAL PRINT LAB: ROOM A-222 (Main Campus in Irving)
SUPERVISOR: DAN TOSSING (A-239; 972-273-3566; dantossing@dcccd.edu)
TENTATIVE SCHEDULE: MON – THU 10:00 AM - 10:00 PM
FRI TBD
SAT TBD
Grading
The semester grade will be determined by the accumulation of points throughout the semester on the following scale:
1800 – 2000 points = A
1600 – 1799 points = B
1400 – 1599 points = C
1200 – 1399 points = D
0 - 1199 points = F

Grade point distribution: (For a full description of all assignments see Appendix B)
The 2000 total semester points are made up from the following distribution:

Multiple pop test/quiz grades totaling 100 points = 100
2 exams worth 100 points each = 200
2 multi-photo assignments one worth 300 points each = 600
6 photo assignments worth 100 points each = 600
1 portfolio worth 400 points = 400
Class participation worth 100 points = 100

All print assignments must be turned in during the class critique for that assignment. No late assignments will be accepted. Failure to submit an assignment during a critique will result in a grade of zero (0).
Print assignments will be graded in open class critiques, featuring participation by the entire class and instructor. Prints will be graded on the following criteria:

Redo = If a print fails to meet the technical requirements for that assignment, a grade of “R” will be assigned. An “R” grade means that the student has until the last regular class day of the term to re-submit the assignment for a grade. Unfulfilled “REDO” grades will be converted to a grade of zero at the end of the semester.
“C” – 70% - 79% of assignment value. A “C” grade means that the photo meets the basic technical requirements for the assignment but offers little else.
“B” – 80% - 89% of assignment value. A “B” grade means that the assignment meets the technical requirements and offers the viewer a valuable experience. A “near-publishable”, or “good” photo.
“A” – 90%-100% of assignment value. An “A” grade means that the assignment meets all technical expectations in an interesting and valuable image. A “publishable” or “excellent” image.

Class participation grades will be determined by attendance and participation in class. A deduction of 10 points per missed class will be incurred.
APPENDIX B: SHORT DESCRIPTION OF ASSIGNMENTS: ARTS 2356, COMM 1316, & PHTC 1000
There Will Be an Individual Handout Given for each Assignment Requirement

#1.  Pop Tests/Quiz
POINT VALUE: 100
Several pop tests will be given throughout the semester as a means of testing your knowledge of material presented in class. Tests may have different grade point values, to be determined by the instructor.

#2.  Raw Shooting Exercise
POINT VALUE: 100
For this exercise you will be required to shoot and turn in on CD-R, 20 photos of your choice that have been shot by you in a RAW format using only manual exposure mode on the camera. You will be graded on composition, subject relevance, impact of your photos, and accuracy of exposure. You must pay close attention to your light meter while shooting these shots. After selecting the 20 photos that you want to turn in, burn these to a CD-R (only). Name the CD with your first and last name. You should pre-check these in our digital photo lab (A-222) to make sure that they are burned properly, and will read correctly on any computer.  NO LATE ASSIGNMENTS WILL BE ACCEPTED.

#3.  Unusual Angle
POINT VALUE: 100
The unusual angle photo is a print assignment made by shooting a subject from an unusual camera point of view, to give added interest to the photo. There are very good examples of this technique in the Kodak sound/sync slide show, The Beginnings of Photographic Composition. Photojournalists and advertising photographers are quite familiar with this technique as it allows one to create pictures of ordinary things in a fresh and impactful way. Print a minimum of one of these for a class critique.
Grades will be determined by composition, subject relevance, success of the technique, impact of the image, technical execution, and print quality. You will be required to submit a file folder to instructor holding your RAW original files of the images that you turn in, due at the time of critique.  NO LATE ASSIGNMENTS WILL BE ACCEPTED.

#4:  TEST#1 - Midterm exam
POINT VALUE: 100
The midterm exam will be 25 multiple choice questions worth 4 points each. Exam must be taken online per days of schedule, No makeup time will be allowed!

#5.  Motion Techniques
POINT VALUE: 100 EACH/ 300 TOTAL
You will shoot and turn in an example of each of the three motion techniques: 1) stop motion; 2) blur motion; 3) pan motion. You must turn in (a minimum of) one print for each of these 3 techniques (3 prints total). We will discuss the photos in a class critique, and I will grade the three prints on a 100 point scale.
Grades will be determined by composition, subject relevance, success of the technique, impact of the image, technical execution, and print quality. You will be required to submit a file folder to instructor holding your RAW original files of the images that you turn in, due at the time of critique.  NO LATE ASSIGNMENTS WILL BE ACCEPTED.

#6:  Depth of Field
POINT VALUE: 100 EACH/ 300 TOTAL
You will shoot process and print three photos, each utilizing the three depth-of-field techniques discussed in class: 1) foreground only in focus; 2) background only in focus; and 3) everything, background and foreground, in focus. You must shoot each of these techniques of the same scene, using a tripod to hold your compositions identical. You must shoot and turn to CD 3 such scenes (9 photos). You will make a print from each technique of only your one favorite scene.
Grades will be determined by composition, subject relevance, success of the technique, impact of the image, technical execution, and print quality. You will be required to submit a folder to your instructor holding your 9 RAW original files, including the images that you print, due at the time of critique.  NO LATE ASSIGNMENTS WILL BE ACCEPTED.

#7:  Night Exposure
POINT VALUE: 100
The night exposure is a photograph of any outdoor scene you choose to shoot at night by using long exposure times. You cannot use any supplemental lighting in this assignment so it will help if you choose a subject that has some available light on it. Farmhouses 60 miles from the nearest city will require extremely long exposure times, so be careful. A tripod and shutter release is absolutely required for this assignment! Your light meter will be of little assistance in this low light situation so you must shoot a very large bracket of exposures on any one subject. Typical exposure times at ISO 400 in the DFW Metroplex area using F-8 as the aperture usually run from 1 second to 10 minutes. No pictures with camera shake will be accepted. Pick a minimum of 1 best photo, and print it for class critique. Grades will be determined by composition, subject relevance, success of the technique, impact of the image, technical execution, and print quality. You will be required to submit a folder to your instructor holding 5 RAW original files including the image(s) that you print, and are due at the time of critique for this assignment. NO LATE ASSIGNMENTS WILL BE ACCEPTED.
#8: Silhouette  
POINT VALUE: 100  
The silhouette photo is a picture made of a subject with a much lighter background so that when exposed correctly the subject will appear black with little or no detail. This is a “selective metering” assignment intended to give you the knowledge to manipulate camera exposure for special effect. With the silhouette assignment, you must pay close attention to the outline of the subject. This technique is used in all forms of professional photography to create a special relationship between the subject and the background, or to draw attention to the contours of the foreground subject. 
Pick a minimum of 1 best photo, and print it for class critique. 
Grades will be determined by composition, subject relevance, success of the technique, impact of the image, technical execution, and print quality. You will be required to turn in a CD holding 5 RAW original files including the image(s) that you print, and are due at the time of critique for this assignment. **NO LATE ASSIGNMENTS WILL BE ACCEPTED.**

#9: Person at Work  
POINT VALUE: 100  
The person at work assignment is the most journalistic assignment of the semester and is intended to test you on your visual communication technique. You must create a photograph of a person working that is visually dynamic, clearly stated and interesting to look at. The success of this assignment depends more on the photographer’s camera communication skills and creative eye, than on the subject that is photographed. In other words, it’s more important how you shoot than what you shoot. Pick a minimum of 1 best photo, and print it for class critique. 
Grades will be determined by composition, subject relevance, success of the technique, impact of the image, technical execution, communicative qualities of the photo, and print quality. You will be required to turn in a folder to your instructor holding 5 RAW original files including the image(s) that you print, and are due at the time of critique for this assignment. **NO LATE ASSIGNMENTS WILL BE ACCEPTED.**

#10: Abstract Expression  
POINT VALUE: 100  
This assignment may also be called the abstract design assignment or dimensional study assignment. The purpose of this assignment is to test the student’s eye for design, his/her camera technique, and printing technique. The photo should be of inanimate things and the intent of the photo should be to delight the viewer with a variety of shapes, tones, textures and designs beautifully orchestrated on to the "canvas". The highest possible print quality is necessary to allow such a photo to be successful. A tripod and shutter release is recommended for this assignment, as you will want maximum depth of field. See Aaron Siskind’s work for ideas. Pick a minimum of 1 best photo, and print it for class critique. 
Grades will be determined by composition/orchestration of the print, subject relevance, success of the technique, impact of the image, attention to light, technical execution, and print quality. You will be required to turn in a folder to your instructor holding 5 RAW original files including the image(s) that you print, and are due at the time of critique for this assignment. **NO LATE ASSIGNMENTS WILL BE ACCEPTED.**

#11: Portfolio  
POINT VALUE: 400  
The portfolio will be themed based, consisting of 10 black and white photographs, matted. The photos **must not be from previous assignments** and attention should be paid to consistency of print quality. You will be graded on presentation, quality of work, neatness, and visual content. Each print in the portfolio is worth 35 points, for a total of 300 points. Presentation is worth 100 points. All prints should be presented in bevel cut white mats or as a book. **EXTRA CREDIT GIVEN:** By submitting a PowerPoint slideshow of your final images to your instructor for class archives.

**Final Project Presentation Methods:** Matted Portfolio Prints, Dry Mount or Book Form  
Matt board – (4 ply) white matt board; 11x14 or size appropriate for final prints.

Book Format: Canson Mi-Tientes paper in varied colors is readily available at most art and craft stores. Sheet size is 19” x 25” (approx. 3) and 2 pcs. of black matt board cut to 10” x 13”; spiral bound at Kinko’s or accordion book.

#12: TEST#2- Final Exam  
POINT VALUE: 100  
The final exam is a comprehensive 50 question multiple-choice exam covering anything from the semester. Each question is worth 2 points. 
**Exam must be taken online per days of schedule, No makeup time will be allowed!**
APPENDIX C: WEEKLY CLASS SCHEDULE: ARTS 2356, COMM 1316, PHTC (Monday Night)

WEEK #1: Jan. 24th
Introductory class. Review syllabus. Extra Credit.
Econnect, & Ecampus, NLC camera checkout guidelines.

Brief Overview on the History of Photography

HOMEWORK: READ CHAP. 10 IN TEXTBOOK.

WEEK #2: Jan. 31st
View slide show and discuss: “Composition”.
Lecture on Cameras Basics: Shutter Speeds.

HOMEWORK: READ CHAP. 9 IN TEXTBOOK AND PAGES 77, 128-133.

WEEK #3: Feb. 7th
Lecture on Cameras: Lenses; apertures and depth of field.
Lecture on Cameras: CAMERA SETTINGS
(BRING CAMERA TO CLASS)
Discuss Assignment #1: RAW CD – Due on 10/15

HOMEWORK: READ CHAP. 2 IN TEXTBOOK.

WEEK #4: Feb. 14th
Lecture on Cameras: Light meters, exposure, ISO, scene brightness, equivalent exposure wheel and gray card.
Lecture on Cameras: White balance and color temperature.
(BRING CAMERA TO CLASS-PHOTO SAFARI)

HOMEWORK: Read Chapter 3 & 4.

WEEK #5: Feb. 21st
Lecture on Photoshop: Controlling contrast with levels and curves.
Discuss Assignments: Motion techniques (3); (Tip: read pg. 154 in textbook)

HOMEWORK: READ CHAP. 7 IN TEXTBOOK.

CLASS #6: Feb. 28th
Lecture on Photoshop: Using the RAW converter.
Lecture on Photoshop: Converting color to grayscale
Discuss Assignments: Depth of Field techniques (3).
(Tip: read pg. 152 in textbook)

HOMEWORK: READ CHAP. 4 IN TEXTBOOK again!!! & READ CHAP. 5 IN TEXTBOOK.

WEEK #7: Mar. 7th
Discuss Assignments: Night Exposure, Silhouette, Unusual Angle
Assignment #1 due: Raw CD
Review for MIDTERM EXAM

HOMEWORK: READ CHAP. 6 IN TEXTBOOK.

WEEK #8: Mar. 14th
Assignment CRITIQUES: MOTION ASSIGNMENTS (3)

WEEK of: Mar. 14th – 20th
TAKE MIDTERM EXAM (Online)

WEEK of: Mar. 18th - 22nd
SPRING BREAK - NO CLASSES; LABS CLOSED
APPENDIX A - cont’d:

WEEK #9: Mar. 28th
Lecture on Photoshop: Rubber Stamp, Healing Brush, Sharpening.
Lecture on portrait processing in Photoshop.
Discuss Assignments: Person At Work, & Abstract 2D/3D

HOMEWORK: READ CHAP. 8 IN TEXTBOOK.

WEEK #10: Apr. 4th
CRITIQUE: DEPTH OF FIELD ASSIGNMENTS (3)
Discuss assignment Final Project Proposal / Artist Statement

WEEK #11: Apr. 11th
CRITIQUES: NIGHT EXPOSURE, SILHOUETTE, UNUSUAL ANGLE

WEEK #12: Apr. 18th
CRITIQUES: PERSON AT WORK, & ABSTRACT 2D/3D

04/18
Last Day to Withdraw

WEEK #13: Apr. 25th
Final Project Proposal Due
Review for FINAL EXAM

WEEK #14: May 2nd
Lecture on Print Finishing (Matting Demo) Book Project Construction.
Final Exam must be taken by 05/06;
All redo’s and extra credit are due today!
(You will need to make use of lab hours to finish Final Portfolio by the following week)

WEEK of: Apr. 29th – May 6th
TAKE FINAL EXAM (ONLINE)

WEEK #15: May 9th
LAB WORKDAY

WEEK #16: May 16th
LAST CLASS: Assignment #12 - PORTFOLIO REVIEW / Final Critique

(Semester Ends May 16th)

These descriptions and timelines are subject to change at the discretion of the Professor.