

# **Introduction to Digital Photography/ PHTG 4 & 304**

CRN 13062 (PHTG 4) & 13432

3 units

## **Advisory Pre and Co Requisites:**

EWRT 200 and READ 200 (or LART 200), or ESL 261, 262 and 263; MATH 210 or equivalent. (This course is included in the Digital Photography Family of activity courses. Please see Course Repetition, Repeatability and Families page for more information.)

## **Course Meeting Times:**

Two hours lecture, three hours laboratory (60 hours total per quarter). This is an asynchronous class. meaning there is no set time students are required to log in. Instead students should log in at least once a week to complete all course work at their own convenience.

## **Course Description:**

An introduction to digital photography and digital imaging processes. Gain proficiency in the use of adigital camera and explore the digital darkroom using Adobe Lightroom. Develop skills in digital print output for both fine art and commercial applications. Gain knowledge of issues in contemporaryphotography and develop an ability to analyze and

discuss photographic imagery. Basic, beginning photography and wet darkroom experience recommended.

### **Student Learning Objectives:**

1. Apply basic digital camera skills to create images.
2. Demonstrate a working knowledge of the digital darkroom using Adobe Lightroom.

### **Instructor:**

Tressa Pack

### **Contacting the Instructor:**

The best way to get a fast response is to message me using canvas "Inbox" (this is the email application inside of canvas). I strongly encourage you to write me using the canvas inbox application.

You can also reach me by emailing me at [packtressa@fhda.edu](mailto:packtressa@fhda.edu). Please note that I check my canvas messages Tuesday through Fridays. Please allow up to 48 hours for a response.

### **Recommended Textbook (not required):**

1. A Short Course in Digital Photography, Barbara London and Jim Stone Lightroom cc,
2. Classroom in a Book, Adobe/ Pearson Publishing\* a link to the open source online pdf will be provided on canvas

### **Syllabus and Class Schedule:**

The syllabus and class schedule may be subject to change depending on the needs of the class. Please reference the class canvas site for all updated information on class assignments and schedules.

### **Methods of Evaluating Course Objectives:**

This class is primarily assignment driven. Students will be evaluated on fulfilling requirements for all technical assignments by the given deadlines. The Final project will be graded on fulfilling the stated requirements as well as demonstrating a creative, and cohesive aesthetic sensibility. Participation during lab time, in class critiques and class discussions will also be considered. Lastly there will be several small quizzes to promote timeliness, and test students' knowledge of material delivered in lectures or through the readings.

### **Plagiarism and Working in Class:**

All students must work in class and generate new images. Work made outside of, or previous to class may not be submitted. Work that is not made by the students and submitted as their own will be given a 0 and may not be made up, as well as work not made for class.

### **In Class Etiquette:**

Students are expected to demonstrate thoughtfulness and consideration to their class mates and the instructor.

### **Late Work:**

Due to the extenuating circumstances students might face due to the shelter in place order, the instructor will grant deadline extensions for most assignments that meet the following criteria:

- The deadline extension is requested near the original assignment deadline.
- Students must complete the first assignment and the final series by the deadline stated on canvas. The instructor is unable to grant deadlines for these two assignments.
- The instructor may decline to grant deadline extensions if a student has asked for more than 3 consecutive deadline extensions.

### **Resubmissions:**

Students who receive partial credit for small (10 point assignments) may resubmit anytime before the 10th week of class for full credit. Students who submit late or receive a 0 on an assignment may not resubmit assignments. Large assignments (worth more than 10 points) may not be resubmitted.

## **Class Deadlines:**

Students will be given ample time to complete their work. Homework and classwork deadlines are final, and work submitted after the deadline will receive a 0.

Please see the *Late Work* section of the syllabus to review the deadline extension policy.

## **Attendance:**

Attendance will be taken by recording a students online activity, and by completion of 1 assignment in the first 2 weeks. Students who do not log into the course canvas site and attend the lab within the first two weeks may be dropped from the class. Students who do not log into the course canvas site for over 4 weeks maybe withdrawn from the class by the instructor.

## **The Course Canvas Site:**

Students will be taking quizzes, submitting small assignments and reviewing video lectures through canvas. It is the student's responsibility to know their login information for the De Anza Canvas site after the first week of class.

## **Materials and Costs:**

- There should be at least 20 GB storage available for this class on your home computer or on an external hard drive. Some students may need more available storage-depending on the file sizes for their independently owned cameras.
- A camera that allows for manual exposure control.
- A tripod is highly recommended but ***not required***.

- A compact flash (CF) or SD card<sup>5</sup>.
- The course textbook
- A copy of Adobe Lightroom (will be provided through De Anza in week 3, or you are welcome to use your own copy)
- A reliable internet connection.

### **About Lightroom, Photoshop and SmugMug:**

Students will be able to obtain a free copy of Adobe Lightroom & Photoshop in week 3. I will be using the name and email listed in the De Anza Portal. If you do not want or need a subscription to Adobe, please submit your name to this list: [Adobe Lightroom and Photoshop Subscription](#)

Additionally, a local photography hosting and sharing company has partnered with De Anza and agreed to make free accounts for De Anza students. Logging in and setting up your accounts is **not** required for this class. However I will be offering extra credit to students who post their final projects at the end of the term into SmugMug. If you would like a smug mug account, please post your name and preferred email address here:

If you choose not to get an Adobe subscription through De Anza, you will need to independently purchase a subscription of Adobe Lightroom or have an older version of Lightroom & Photoshop.

If you are using an older version of Photoshop/ Lightroom, there are a few features you will be missing, and you will need to independently research and navigate where items are in Photoshop/ Lightroom.

### **De Anza Tutoring and Additional Help:**

Need help? Student Success Center peer tutors can relate and are ready to help! Go to the [SSC homepage](#)

(Links to an external site.)

and click on the yellow links for schedules and Zoom links.

- **Individual Weekly or Drop-in Tutoring:** Come with assignments or questions, or just drop by to see how tutoring works.
- **Workshops, group tutoring and group study:** Most people learn better with others...give it a try!
- **Support for online learning:** Speak with a friendly peer tutor or SSC staff member about motivation and organization strategies for online classes. We get it and are going through the same things, so let's support each other!
- **Need after-hours or weekend tutoring?** See the Online Tutoring (Links to an external site.) page for information about **NetTutor** (via Canvas) or **Smarthinking** (via MyPortal).

## **Grading:**

***Small Assignments*** (worth 10 points) will be graded the following way;

**No Credit:** No submission, late submissions or less than half the assignment is complete. Also students who plagiarize will receive no credit.

**Half Credit:** More than half the assignment is complete- but the assignment is not fully completed.

**Full Credit:** The assignment is thoughtfully, and fully completed on time.

**Large Assignments** (any assignment besides quizzes and tests worth more than 10 points).

**A=** Students who are actively working and display interest and spend time developing their ideas as well as execute their projects well. Students will also contribute to critique, and be generous in their feedback to other students.

**B=** Students actively work in class, complete the requirements for the project and excel at some aspects of the assignment (either technical or in idea development). Students will also contribute to critique, and be generous in their feedback to other students.

**C=** Completed project requirements by class deadline but often did not make use of lab time. Student participates very little in critique- or engages in distracting behavior during critique- such as excessive talking during critique, working on other projects, being on digital devices, leaving for extended periods of time or using otherwise bad critique etiquette.

**D=** Student puts less than minimal effort into assignment, and is often absent or not actively working on project during allotted lab time. Student participates very little in critique- or engages in distracting behavior during critique- such as excessive talking during critique, being on digital devices, leaving for extended periods of time or using otherwise bad critique etiquette.

**F=** Student submits partial, badly executed project and demonstrated little interest. Student was not actively working in class for a notable amount of lab time. Student participates very little in critique- or engages in distracting behavior during critique- such as excessive talking during critique, being on digital devices, leaving for extended periods of time or using otherwise bad critique etiquette.

*\* I grade primarily on effort, demonstrated interest in one's own work, technical understanding, and participation in lab time as well as in critique. The grading for this course is structured around the philosophy that no one is inherently lacking in talent in*

*the visual arts. Success in photography - and the visual arts is dependent on effort, genuine interest and investing in time and confidence in your own abilities.*

## **Grading Feedback:**

I use the comments section (which can be found in a text box below the answers, or to the right of the assignment) to leave comments, and expand on my reasons for grades given. If you have any further questions after reviewing a grade, please contact the instructor by canvas inbox. I cannot guarantee I will see comments left by students in the assignment, after grading them. Due to extended deadlines given to some students with disabilities- grades for any assignment may take up to 3 weeks to complete from the date it is submitted by a student.

## **Technical Difficulties with Canvas:**

If you are having technical difficulties with canvas please contact the help center:

De Anza Online Education Center:

Building: MLC 210

Email: [onlineeducation@deanza.edu](mailto:onlineeducation@deanza.edu)

Phone: 408.864.8969

Hours: M-Th: 9:00a-5:00p. F: 9:00a-4:00p

## **If You Are Having Trouble with Lightroom:**

If you are having trouble ***installing or logging into Lightroom***, try the De Anza Online Learning Center (above) as well as the Adobe (the company that makes Photoshop).

- You can call Adobe's customer care here: 1 (800) 833-6687 or you can follow this link to chat with them online: <https://adobe.ly/6t89c>



[helpx.adobe.com/contact.html](https://helpx.adobe.com/contact.html) (Links to an external site.)

If you have successfully obtained a copy of Lightroom and downloaded it to your computer, but you are stuck on how to complete a task, please do the following:

- First, try to find the answer independently. The answer might be (and in my experience it usually is) staring you in the face. Try to look up your problem in the textbook using the index or the table of contents. If that does work, try using the Search in the Help menu inside of Photoshop. Many time a quick google search will answer your question.
- If it is not urgent, ask a classmate. Post your Question to this discussion forum, and one of your classmates might know the answer: [Student Questions Forum/ Extra Credit](#)
- If you cannot figure it out, please message me in canvas with your question. Keep in mind I check my messages Tuesdays through Fridays. Otherwise, please come visit me in offie hours.

## **A Note to PC Users**

In this class I will be demonstrating on a mac, and when I can reviewing keyboard shortcuts. Windows user will need to independently research (by googling it) what the corresponding keyboard shortcuts and menus are.

## **Disabilities and Additional Class Help:**

Extra consideration and additional help will be given to students with disabilities- including extended deadlines and modified assignments. Please let me know as soon as possible, if you think you will require additional consideration. For deadline extensions, I do request an accommodation letter from the Disability Support Program and Services. De Anza also offers additional help, that can extend to your other courses. Please visit the DisabilitySupport Services at Student Community

Services Building, Room 141. Their website is <https://www.deanza.edu/dss/> and their telephone # is 408-864-8753

*\* A request from the instructor about additional time and resources for students with disabilities: I appreciate being given specific requests if you have a disability and need additional time or resources. For example, after a quiz deadline, please email me to let me know- and I can extend a deadline for just those who need it. Please communicate regularly to let me know how I can help.*

## **Class Schedule:**

*Please keep in mind the schedule below is tentative. Assignments may be added or removed depending on the needs of the class.*

### *Week 1*

#### **Class 1:**

- Review Syllabus, Lecture- What is a camera?

#### **Class 2:**

- What is exposure? How to use a digital camera? Review of Library Module.

### *Week 2*

#### **Class 3:**

- Review of shutter speed. Long Exposure Assignment

#### **Class 4:**

- Review of aperture. Depth of Field Assignment

### *Week 3*

### **Class 5:**

- Review of ISO. Meditation on Noise Assignment
- Review Color Temperature and White balance. The color temperature assignment. Introduce the Place Assignment/ Book Assignment.

### **Class 6:**

- In depth review of Library and Develop Module.

*Week 4*

### **Class 7:**

- Begin working on the Final assignment.

### **Class 8:**

- Continue work on the Final Assignment. Independent review of work in progress book.

*Week 5*

### **Class 9:**

- Review how to evaluate light conditions. The Portraiture Light Study Assignment. Review the book module. Books must be sent by Friday March 9th.

### **Class 10:**

- Continue work on the Final Assignment.

*Week 6*

### **Class 11:**

- Review the Final Assignment

## **Class 12:** Finals week, final critique

### **Important Dates:**

It is a student's responsibility to verify and keep track of important deadlines and administrative dates. It is also the student's responsibility to add or drop the course.

- June 27 First day of instruction
- **Last day to add classes:** Check your portal. It will vary, from as soon as June 29 to the work day prior to July 5.
- **Last day to drop with a full refund:** One sixth into the course
- **Last day to drop with no record of W:** One sixth into the course
- **Census:** Varies by course. See attached instructions for how to check in My Portal.
- July 2-4 Independence Day holiday
- **Last day to drop with a W:** Two thirds into the course
- August 5 Last day of instruction