



Southwest College

Course Syllabus PHTC 1311 Fundamentals of Photography

CRN 34407 – Fall 2017

Alief – Hayes Campus- Room B319 | 6:00 pm –9:50 pm | Tue

Instructor: Terry Halsey

Instructor Contact Information: Office: 832.248.6892 | Email: terry.halsey@hccs.edu

Office location and hours: I do not have an office on campus

Please feel free to contact me concerning any problems that you are experiencing in this course. You do not need to wait until you have received a poor grade before asking for my assistance. Your performance in my class is very important to me. I am available to hear your concerns and just to discuss course topics. Feel free to come by my office anytime during these hours.

Course Description

An introduction to digital camera operation, image production, composition, supplemental lighting, and use of exposure meters and filters.

Prerequisites

Prerequisites Lead 1370

Total Course Hours

Credit and Lecture - 96.00; External Hours: 48 hours

Note: One hour of classroom instruction equates to a minimum of 1.5 hours of out-of-class student work for each week. External hours of student work may include assignments, projects, research, exam certification practice, and/or field trips. Example: 2 lecture, 4 lab hours

Lecture 2hrs x 16 weeks = 32 hrs

Lab hours 4hrs x 16 weeks = 64 hrs

External Hours 3hrs x 16 weeks = 48 hrs

TOTAL hours = 144 hours

Instructional Materials

Required: A Short Course in Photography [Barbara London, Jim Stone ISBN: 978-0-205-99825-8]

Supplemental: Adobe Lightroom and Photoshop for Photographers ISBN: 978-0-13-381671-6

Equipment needed for class

1. Digital SLR or mirrorless camera. Must be capable of manual exposure and interchangeable lens
2. Hot shoe mounted portable flash (speed-lite)
3. Adobe Creative Cloud subscription (photoshop and lightroom)
4. SD/CF card(s) dependent on your camera's requirement
5. 8x10 18% Gray Card.
6. Portable hard drive (500gb minimum)
7. Memory card reader
8. Tripod

Syllabus Changes and EO2

The syllabus is subject to change. When changes occur the instructor will advise the students during class time and as an announcement on EO2. It is the student's responsibility to check EO2 for announcements, assignments, posted grades and comments. If you are not checking EO2, or your student email account, you may be missing vital class related information.

Course Goal

As a student in this class you will learn to take control back from your camera by shooting in manual mode and semi-manual modes, in order to produce creative results not obtainable in auto mode. By gaining a firm understanding of your camera's anatomy and how it works, you'll become very familiar with all settings, dials, and operations. This course is designed to provide both the hobbyist and aspiring professional a comprehensive introduction to digital photography resulting in a technical understanding and working knowledge of various aspects of digital photography, preparing them for advanced digital photo classes.

Student Learning Outcomes By the end of this course, students are expected to:

1. Demonstrate proper camera operation to produce focused, well-exposed images
2. Apply rules of composition and design to produce aesthetically pleasing photographs
3. Present and critically analyze photographic works using specific photographic terminology
4. Evaluate raw files and choose proper post-production software to finalize images for print and web delivery
5. Present a final edited portfolio of work that demonstrates proficiency in basic digital Photo skills
6. Utilize appropriate file formats and naming nomenclature for specific

Learning Objectives

As your instructor, I will provide you with the knowledge to:

1. Understand and successfully operate your camera in manual and semi-manual modes to produce well exposed and focused image
2. Understand the rules of design and composition as it relates to the still image
3. Properly use specific photographic terminology to intelligently discuss and critique photographic works
4. Recognize and utilize proper post production software to develop and manage your images
5. Develop and present a portfolio for successful self-promotion and employment
6. Recognize appropriate file formats for different delivery outlets
7. Successfully give and receive criticism

SCANS or Core Curriculum Statement and Other Standards

Credit: 3 (3 lecture)

1. Become actively engaged in the creative process to ensure that you bring your unique vision to the problem-solving processes of situation
2. Produce a semester business plan that includes a 5 year proforma income statement, web site and marketing plan.
3. Explore the use of the internet for research
4. Effectively use correct photographic terminology in discussion, critiques and written assignments
5. Compose effective written communications
6. Present work for critical discussion
7. Workplace Competencies – time management
8. Foundation Skills - Personal Qualities –Social
9. Foundation Skills - Personal Qualities -Self-Management
10. Foundation Skills - Personal Qualities –Responsibility
11. Maintain a class notebook of technical information, conceptual ideas and project themes and observations

Instructional Methods

As an instructor, I want you to be successful. It is my responsibility to provide you with a working

knowledge of all aspects of the business of photography. My teaching philosophy has evolved over the years as a direct result of involvement with many aspects of professional photography. The objective is to prepare the students to survive the very competitive nature of their chosen field. By doing a progressive series of tasks in a team environment with a free exchange of ideas, the students learn life long problem solving skills. This is done within the limits of academia and the available resources, yet competitive enough to evoke the students personal best. Through learning the technical nature of photography, the students can find the tao and let their creativity come through.

As a student wanting to learn more about digital photography, it is your responsibility to read the textbook, submit assignments by or before the due dates, study for the quizzes, participate in classroom activities, attend class, practice, and most importantly have fun.

Student Assignments and Assessment

The assignments given to you in this class have been designed to help you better understand the fundamentals of photography. Each assignment builds off of what you learned in the previous module. It is of the utmost importance that you practice, get out and shoot each week. Not just make a few images to satisfy the assignment, but make a lot of pictures.

Each assignment you do in class will be graded based on the following criteria. NOTE: Some of these items may change from assignment to assignment. These criteria are in place so you know exactly what I am looking for in each assignment. I want to you to be successful in my class. This helps to eliminate any guess work, and provides you with a checklist to ensure you are successfully completing each assignment..

Means of Assessment:

1. Completion of assignments, exhibiting the ability to accurately and creatively complete the assignments involving the techniques demonstrated in class, in the written handouts, and the assigned readings.
2. Turning assignments in on time in the manner stated by the instructor.
3. Attempts to push the assignments further then what is required will increase the chances for a higher grade.
4. Class attendance and participation in class critiques and presentations.

ITEM	POSSIBLE POINTS
Following the assignment instructions	30
Number of variations (if applicable)	10
Contact sheet	15
Focus (is image properly focused?)	25
Composition	10
Proper labeling of files and folders	10
TOTAL	100 points

PLEASE NOTE: Since this is a 14 week, hands on, (required practice) intensive course. As you learn new concepts and application, you will apply the knowledge to your Final Project.

The course grades are based on the following. Details will be given each week in class, and online. Assignment Projects - See below for grading scheme.

ITEM	POSSIBLE POINTS
QUIZ & Tests	100
10 Photo assignments @100 points each	10x100 1000
Semester project	700
Final portfolio	700
TOTAL	2500 points

NOTE:

I, as the instructor, reserve the right to change the schedule, assignments, projects, grading weights, and dates as deemed necessary.

Grading Scale

A = 100 – 90.....	4 points per semester hour
B = 89 – 80.....	3 points per semester hour
C = 79 – 70.....	2 points per semester hour
D = 69 – 60.....	1 points per semester hour
F = 59 and below.....	0 points per semester hour
IP (in progress).....	0 points per semester hour
W (withdrawn)	0 points per semester hour
I (incomplete).....	0 points per semester hour
AUG (audit).....	0 points per semester hour

IP (In Progress) is given only in certain developmental courses. The student must re-enroll to receive credit. COM (Completed) is given in non-credit and continuing education courses. To compute grade point average (GPA), divide the total grade points by the total number of semester hours attempted. The grades “IP,” “COM” and “I” do not affect GPA.

Portfolio Specifications

Grading will be based on the following criteria:

1. Presentation. This includes refinements to a finished print such as spotting, and decisions made as borders, cleanliness, and any other refinements necessary to give a good presentation.
2. Technical Quality. This includes selections made when taking the photograph, such as focus, composition, and subject matter, and choices made during printing (if applicable), such as tonality, contrast, and cropping.
3. Spirit of Assignment. This refers to the student’s choices as to completion of an assignment. Ask yourself if the print chosen fulfills the needs, intention, and overall purpose of a portfolio, which is to present the photographer in the best light.
4. Engagement. Although a print may be technically correct, photography is a visual medium, and the photographer is expected to communicate in this manner. With this in mind, the student is expected to rise above the common and average, and communicate their own special and unique view. Ask yourself if the image you are presenting has the capability to “jump out and grab” the viewer. Does it have that quality of remembrance - the ability to be remembered after it has been seen.
5. Eight(8) images are required illustrating what you learned in class. Final specifications for presentation will be discussed in class when the final portfolio is announced.

Student Requirements (in order to be successful)

- Complete and comprehend the objectives and technologies involved in all graded assignments.
- Demonstrate the ability to apply creative thinking and problem solving to all class projects and assignments.
- Complete all reading assignments pertaining to the subject matter of the course.
- Attend class regularly, missing no more than 12.5% of instruction and lab time (12 hours)
- Arrive at class promptly and be prepared with necessary camera, books, storage media, assignments, and anything else required.
- Exhibit safe and courteous lab habits.
- Develop and share knowledge and information with fellow students.
- Participate in keeping labs clean and organized; shutting down computers when finished; abiding by lab rules; showing respect for instructors, fellow students and lab assistants.
- Participate in class discussions and critiques.
- Demonstrate the ability to communicate in a clear, coherent manner.
- Turn in all assignment on time and in the manner required by the instructor.

- Demonstrate the ability to use computer–based technology and software applications as it applies to given class.
- Understand and be proficient in computer file management, including saving and retrieving files.
- When possible, demonstrate the ability to use and understand both Macintosh and Window operating systems.
- Demonstrate knowledge and the ability to use applicable peripherals and storage devices.
- Develop a portfolio that illustrates concepts, techniques, and programs used in solving class assignments, including a written statement describing project concepts and processes.
- Demonstrate ability and creativity in using computer-based technology in communicating, solving problems and acquiring information.
- Accept responsibility for personal understanding of course requirements and degree plan.
- **Check your HCC student email regularly for class updates and/or notifications from the instructor.**

Instructor's Requirements

- Provide the grading scale and detailed grading formula explaining how student grades are to be derived
- Facilitate an effective learning environment through class activities, discussions, and lectures
- Description of any special projects or assignments
- Inform students of policies such as attendance, withdrawal, tardiness and make up
- Provide the course outline and class calendar which will include a description of any special projects or assignments
- Arrange to meet with individual students before and after class as required

Homework due dates and late work

All assignments are to be submitted to the appropriate assignment folder on Canvas(Eagle Online,) in the appropriate folder by or before the posted due date and time. All homework that is turned in is timed stamped as being early or late. I will not accept anything handed in on flash drive, emailed, or shared via the cloud. The classroom is like the real world. If you turn your work in on time and completed properly you get paid. If you miss your deadline, don't do the assignment, or only partially complete it, you will not get paid. If you have an issue, or foresee a complication during the semester come talk to me. I can't help if you don't help me.

With that in mind the following rules will apply to all assignments:

1. All assignments/projects are due on the day noted unless otherwise announced via EO2. Assignments may be completed at home or lab.
2. You must access Eagle Online (EO) site regularly during the semester. Class material and assignments will be updated often on EO.
3. Handouts and other details discussed in class will be posted for all assignments & projects. Be sure to follow the requirements of each project.

Late Assignment Policy

Any assignment turned late will lose 25% each day it is not turned in. (For example, if the deadline is 9:30 AM and you turn it in 9:40 AM and your final graded scored is 100% your assignment will automatically lose 25% off reducing it to 75%. An additional 25% will be deducted each day it is not turned in.) Please reference chart below

0-24 hours late = -25% off final graded score
 24-48 hours late = -50% off final graded score
 48-72 hours late = -75% off final graded score
 72-96 hours late = -100% off final graded score

Extra Credit

You may have a chance to earn extra credit during the semester. Extra credit is given at the discretion of

the instructor. In no way is the instructor required to give extra credit. Instructions, rules and deadlines will apply if extra credit is offered.

Absences

Please do not be late. 15 minutes late = 1 tardy. Three tardies = absence. 3 absences = drop from the class. Please do not be late.

NOTE: YOU MUST BE PRESENT THE LAST DAY OF CLASS TO PRESENT YOUR FINAL PROJECT. IF YOU ARE NOT PRESENT YOU WILL RECEIVE A ZERO ON BOTH THE FINAL PROJECT AND PORTFOLIO, EVEN IF YOU TURN IT IN ON TIME TO EO2.

Following is a tentative outline of our 14-week class discussion topics and assignments for the semester. Please note that the schedule is subject to changes. You will be informed of any changes. Updated information will be posted online at <http://eo2.hccs.edu/>

Following is a tentative outline of our 16-week class discussion topics and assignments for the semester. Please note that the schedule is subject to change. You will be informed of any changes. Updated information will be posted online at <http://eo2.hccs.edu/>

1. Introductions/(Brief) History of Photography

- Syllabus/expectations
- Introductions (who are you? Who am I?)
- Equipment needed/book
- Buying a camera & memory cards (where to buy (www) and suggestions)
- Review everyone's camera (if brought to the class)
- Creative clouds subscriptions (software needed for class)
- History of photo (video) TEDtalk
- Genres of photo
- Look at gallery of amazing images
- Words for success
- Reading: The art of the critique pt. 1, 2
<http://grryo.com/2013/08/artcritique1ah/http://grryo.com/2013/10/art-critique-2/>

2. Digital darkroom essentials—workflow (Adobe Camera RAW)

- Introduction to Photoshop & Adobe Camera RAW?
- Intro to the interface
- Basic corrections
- Meta data, keywords
- File formats (jpg, tif, raw, dng)
- Importing images
- How-to Prep and resize images
- How-to make contact sheets
- Eagle Online (EO2)
- Reading: Light And Lens: Photography In The Digital Age CH.3 Image Capture p.1-30
- Assignment:

3.. From camera to screen to print

- Importance of calibrating monitor
- ICC profiles
- How to print at home and prep for online services
- How and where to present your portfolio and why
- Assignment:

4. Getting To Know Your Camera (pt.1)

- What is a camera, and lens?
- How it works

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- DSLR vs Mirrorless (different types)
- The camera lens and what it does (anatomy)
- Aperture and lens (what are those letters and numbers around the lens barrel?)
- What an aperture looks like and how it works
- Shutter what it does, how it works
- Different types of lenses and when to use them
- Focal length
- Focusing
- Reading: Light And Lens: Photography In The Digital Age CH.3 Image Capture p.63-80
- Assignment: Get camera for next week if you haven't already (will be needed for next session)

5. Getting To Know Your Camera (pt.2)

- Introduction to Proper exposure
- Aperture
- Shutter speed
- ISO
- Introduction to the DSLR simulator (in-class demo)
- Sunny 16 rule
- Equivalent exposure
- Reading: Light And Lens: Photography In The Digital Age CH.3 Image Capture p.81-94
- Assignment:
- Quiz: #1
- Aperture priority
- Shutter priority

6. Intent, content, composition (learning to see through and understand the frame)

- The language of vision
- Intent
- Content
- Composition
- Rule of thirds
- Visual elements (line, shape, space, texture, pattern, symbolism, scale, proportion, Emphasis)
- Reading: Light And Lens: Photography In The Digital Age CH.2 Image Capture p.33-58
- Assignment:

7. The Speedlite/continuous light/self portrait

- What is it
- How it works
- Understand it so you don't have to fear it
- Sync speed
- Inverse square law
- The art of the self portrait
- Explore the self
- Exploring issues through the self-portrait

8. Getting To Know Your Camera: Seeing the light (pt.3)

- Importance of light (the nature of light)
- Seeing light (good light/bad light)
- Golden hour
- Your camera's light meter
- Other types of light meters
- Histogram and what a correct exposure looks like
- Exposing to the right

- Introduction to color
- White balance and the grey card
- Reading: Light And Lens: Photography In The Digital Age CH.4 Image Capture p.125-145
- Watch: Gregory Crewdson: Brief Encounters
- Assignment:

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9. **Light**

- Using reflectors
- Key light, fill light
- Assignment:

10. The masters of Photography (final)

- Choose a master of photography from list provided. You will have a few weeks to study this photographer and his/her work. You will then create a series of images emulating their style.
- Assignment: 6 final images emulating your master

12. Discuss editing for final portfolio

13. Final assignment (shoot a park bench) and portfolio review

- Assignment: Final shooting assignment and portfolio review.

14. Last day of class

- Everything due

HCC Policy Statements

Access Student Services Policies on their Web site:

<http://central.hccs.edu/students/student-handbook/>

Access DE Policies on their Web site:

All students are responsible for reading and understanding the DE Student Handbook, which contains policies, information about conduct, and other important information. For the DE Student Handbook click on the link below or go to the DE page on the HCC website.

The **Distance Education Student Handbook** contains policies and procedures unique to the DE student. Students should have reviewed the handbook as part of the mandatory orientation. It is the student's responsibility to be familiar with the handbook's contents. The handbook contains valuable information, answers, and resources, such as DE contacts, policies and procedures (how to drop, attendance requirements, etc.), student services (ADA, financial aid, degree planning, etc.), course information, testing procedures, technical support, and academic calendars. Refer to the DE Student Handbook by visiting this link:

<http://de.hccs.edu/media/houston-community-college/distance-education/student-services/DE-Student-Handbook.pdf>

Access CE Policies on their Web site:

<http://www.hccs.edu/continuing-education/>

EGLS3—Evaluation for Greater Learning Student Survey System

At Houston Community College, professors believe that thoughtful student feedback is necessary to improve teaching and learning. During a designated time near the end of the term, you will be asked to answer a short online survey of research-based questions related to instruction. The anonymous results of the survey will be made available to your professors and department chairs for continual improvement of instruction. Look for the survey as part of the Houston Community College Student System online near

the end of the term.

TITLE IX OF THE EDUCATION AMENDMENTS OF 1972, 20 U.S.C. A§ 1681 ET. SEQ.

Houston Community College is committed to cultivating an environment free from inappropriate conduct of a sexual or gender-based nature including sex discrimination, sexual assault, sexual harassment, and sexual violence. Sex discrimination includes all forms of sexual and gender-based misconduct and violates an individual's fundamental rights and personal dignity. Title IX prohibits discrimination on the basis of sex-including pregnancy and parental status-in educational programs and activities. If you require an accommodation due to pregnancy please contact an Abilities Services Counselor. The Director of EEO/Compliance is designated as the Title IX Coordinator and Section 504 Coordinator. All inquiries concerning HCC policies, compliance with applicable laws, statutes, and regulations (such as Title VI, Title IX, and Section 504), and complaints may be directed to:

David Cross
Director EEO/Compliance
Office of Institutional Equity & Diversity
3100 Main
(713) 718-8271
Houston, TX 77266-7517 or Houston, TX 77266-7517 or Institutional.Equity@hccs.edu

Log in to: www.edurisksolutions.org . Sign in using your HCC student e-mail account, then go to the button at the top right that says **Login** and enter your student number.

At HCC the safety of our students, staff, and faculty is our first priority. As of August 1, 2017, Houston Community College is subject to the Campus Carry Law (SB11 2015). For more information, visit the HCC Campus Carry web page at <http://www.hccs.edu/district/departments/police/campus-carry/>.

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