
Instructor

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Instructor
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Office Hours: MW 3-4
TR 8-12

Or by appointment

Time and Location

Class: TR 1:00– 2:15 pm
Lab: TR 2:30– 3:45 pm
Industrial Technology Building rm 103

Course Description

This course of study was designed to provide the student with an opportunity to acquire basic knowledge and skills in communication in the form of photography. It is a foundation course with its main emphasis on understanding the 35mm SLR camera and its principles of operation. Additional focus will also be placed on light and film, darkroom techniques in black-and-white photographic processes, composition within the photograph, and their application for successful communication. Topics will include: B & W SILVER-BASED FILM PROCESSING, B & W SILVER-BASED PAPER PROCESSING, CAMERA OPERATION IN GENERAL, CAMERA SETTINGS (35MM), FILTERS, HISTORY OF PHOTOGRAPHY, MOUNTING, PHOTOGRAPHIC COMPOSITION, PORTFOLIO BUILDING, PRINCIPLES OF COLOR, PRINCIPLES OF LIGHT, and UNDERSTANDING EXPOSURE

Course Objectives

This course of study was designed to provide the student with an opportunity to acquire basic knowledge and skills in graphic communication. Emphasis on placed on understanding the 35mm camera and its principles of operation, light and film, darkroom techniques in black-and-white photographic processes, composition within the photograph, and their application for successful communication. Upon completion of this course the student will be able to:

- Evaluate and correctly describe the parts and function of a typical 35mm camera.
- Demonstrate an understanding of correct exposure by creating correctly exposed negatives.
- Demonstrate an understanding of Depth-of-Field in a picture by producing acceptable pictures with varying depths-of-field.
- Evaluate a scene with moving elements and produce acceptable pictures showing stopped action, and several forms of blurred motion in the picture.
- Identify different methods of focusing a camera and describe them orally or by correctly answering various types of questions on written exams.
- Recall early forms of photography and several types of cameras used in early photography.
- Select and use the best focal length lens to use to produce acceptable composition and size in a photograph.
- Demonstrate an understanding of light characteristics by correctly selecting the equipment necessary to produce properly lit photographs.
- Evaluate a light situation and correctly set a manual electronic flash to produce correctly exposed negatives.
- Describe and select film speeds that are correct for specified photo opportunities and light situations.
- Demonstrate an understanding of Black & White film and paper processing by producing photographs and answering various types of questions on exams.
- Evaluate a scene and describe the elements of composition within it and explain how the principles of design can be used to create an acceptable photograph.

- Demonstrate an understanding of how an optical path contrast filter for the camera works by correctly answering questions on written exams and submitting photographs that show the effects in a positive way.
- Demonstrate an understanding of the use of contrast filters used in black and white printing by correctly answering questions on exams and submitting correctly exposed and manipulated photographs for assignments.
- Demonstrate an understanding of an acceptable portfolio by submitting all assignments in a final, professional quality portfolio.

Reading

The text is required for this course:

Handbook of Photography (6th edition) by Lovel, Zwahlen, and Folts.
Published by Delmar Publishers Inc. (2002)

Older editions of the text (4th or 5th edition) may work for this course. You will also be given reading material in the form of handouts that contain additional information. Students will be responsible for that information at test and quiz time. There are also other books available in the IT office for reference if other sources are required (these will not be required reading unless assigned specifically).

Accessibility:

Sul Ross State University is committed to equal access in compliance with the Americans with Disabilities Act of 1973. It is the student's responsibility to initiate a request for accessibility services. Students seeking accessibility services must contact the Counseling and Accessibility Services, Ferguson Hall, Room 112. The mailing address is P.O. Box C-171, Sul Ross State University, Alpine, Texas 79832. Telephone: 432-837-8203.

Attendance

Attendance is necessary! Attendance will be taken each scheduled class period in accordance with University and Departmental Policy. Attendance will count as part of the daily work grade. Everyone starts with 290 points at the beginning of the semester for class attendance - each unexcused absence (regardless of the reason) will cost 10 of those points. After 9 hours of absences (6 days) the instructor will drop the student from the course. In accordance with the Student Handbook, the student will receive a grade of 'F'. Attendance will be taken at the beginning of each class period and once taken, will not be changed. If a student is tardy and misses the roll call they will be charged with one absence.

Because much of the learning in this course takes place in the form of laboratory activities, time spent, in the lab will also be considered in the final grade. Attendance in the labs will be taken on lab sign-in sheets which will be available every day in the appropriate labs. Labs will count for an additional 390 points in attendance (10 points per hour in the lab, with a maximum of 390 points for lab grade). Lab attendance will begin with the third week of class and will be monitored, as much as possible, throughout each day.

Class Structure

This course is designed to be a guided study with practical application of the material studied. Class will be run in a lecture/discussion/lab format with demonstrations and extensive laboratory activity. Lectures will be minimal and may utilize overhead slides, power point projections, demonstrations, photo slides, and videos. The lectures will be given primarily to enhance and answer questions about the material that should have been studied prior to the class period, and in preparation for the activities that will be completed in the labs. There may be some step-by-step guided practice and individual assistance during the scheduled class time. Students are expected to study, read, practice, and use problem solving skills to discern and apply the information assigned. It is essential that everyone be in attendance for the scheduled meetings so questions are answered and the shared information and demonstrations are not missed. Several of the scheduled class times may be reserved as research

and/or lab time. It is also important that plans are made to work in the lab outside scheduled class time.

Time Commitment – Successful completion of this course requires a significant time investment.

Students should be prepared to spend at least 4-6 hours per week outside of class on assignments that will include: Homework, Reading Assignments, Lab work and studying for tests and quizzes.

Phones & Electronic Devices

No electronic devices other than calculators are allowed in the class or lab.

Assignments

Daily work will consist of reading, worksheet pages, practice photos (portfolio building) emphasizing various camera-handling techniques, and lab record sheets. It is essential that everyone be in attendance for the scheduled meetings because that is where the demonstrations, explanation, and assignments will be given. Some days may be used to work together on laboratory assignments, field experiences, or demonstrations. It is important to keep up with the assignments because the order in which they are completed is important.

Due dates - All assignments and projects will be given due dates which must be met. All assignments will be due by 5:00 pm on the assigned day. Assignments and projects will still be accepted if they are turned in late. However, late assignments will lose 10 points per calendar day. Students are responsible for meeting the deadlines even if classes are missed.

Grades

Final grades will be determined in the following manner:

10% quizzes and unit tests

5% final exam (comprehensive)

60% daily work (Includes photo assignments and other lab work, paperwork, and attendance)

10% Attendance

10% Other paper work

30% Camera handling Pictures assignments: DOF, Lens, Action, Filters

50% Topical pictures

15% Final Picture

10% Portfolio (including presentation)

In the event one of the above categories is not completed during the course, that percentage will automatically be divided between the other categories at the same level.

All assignment points will be converted to percentages for individual assignment letter grades.

A=100-90; B=89-80; C=79-70; D=69-60; F= 59-0

Grades will be earned on the basis that "C" is average work, "B" is above average work, and "A" is well above average work. Barring unusual circumstances, there will be **NO INCOMPLETES** given at the end of this semester.

Grading

All work will be graded on specific criteria using the following guidelines. Any worksheets will be graded on a points-per-answer basis. Any sketches and drawings assigned will be graded on a 100 point (percentage) scale. Criteria for grading will include: accuracy of content, appropriateness of content for assignment, presentation, clarity. Projects in the lab will be graded on accuracy, neatness, content, adherence to standards, adherence to assignment, and workmanship. Graded items will be broken into specific categories and presented on grade sheets given at the time the assignments are given.

Academic Honesty

All students are expected to do their own work at all times. Any dishonest conduct will be promptly rewarded with an "F".

Lab Time

There will be required lab work in this course. In a normal long semester, a minimum of 6 hours outside of scheduled class time each week for researching, reading, and lab work is normally expected for college level work. Because of the compressed schedule during the summer, that amount is doubled. Obviously all of the required research and lab work, and practice will not be able to be completed within the scheduled class time. There may be some release time from class to complete some of the work. For any extra time needed, the lab will be scheduled to fit students' needs as much as possible. Some of the lab work may be group work or work done in pairs, so plan time will also have to be scheduled around the schedules of other people. The lab will be open for use during open building hours (usually 8 - 5 daily). The lab may be open some evenings as well when the lab assistant schedules are complete. Those working during the evenings will be required to leave when the lab assistant leaves. No one will be left in the building without a lab assistant. Be advised that there may not be a knowledgeable lab assistant available at all times. No weekend hours are planned at this time.

NOTE: You should expect to be in the lab during your scheduled lab time. It will help you keep on top of your assignments. The labs will also be run as open labs so you will be able to schedule time on your own within the framework of the building hours.

Equipment and Supplies

Most of the major equipment you will need for completing your assignments will be supplied by the department. However, there may not be enough equipment for everyone to use at the same time, so students may have to share or work together at times. Please be careful with the equipment. The school darkroom equipment will **NOT** be allowed out of the lab, which means all students must find time to be in the lab. Cameras, lenses, and other equipment used for taking pictures may be checked out from the department.

Supplies – Some of the supplies you need will be provided by the department. You will be required to purchase other supplies as needed or desired. Items student may want for this course include:

- Safety glasses or goggles (eye protection is important when working with chemicals). The department will supply a couple pair of goggles or glasses that may be shared.
- Gloves (if you have sensitive skin). Plastic or Latex gloves work well.
- Lab coat or apron for protecting clothing
- Pocket notebook for keeping track of picture information (required)
- Mounting material or sleeves for portfolio (required)
- Portfolio container of some kind (required)
- Extra Negative sleeves

Materials Fee - You will be using several rolls of film and sheets of photo paper throughout the course.

You will probably use up to 6 rolls of film and 50 sheets of black-and-white photo paper. The department will make the film and paper available through a store account. A material fee of **\$40.00** has been set for the course. This fee will cover 6 rolls of film, 50 sheets of paper, and negative sleeves for the six rolls of film. If you need more film or paper, you may purchase it through the department. You may purchase the materials elsewhere if you desire. However, the film and paper is not available in Alpine. You will have to purchase it out-of-town or on-line. The fee may be paid in the departmental office if paid by cash or check. You must pay at the Cashier's office if paying by credit, or debit, card. (You will be required to obtain the account number before you pay your fee at the cashier's office. Your material fee must be paid prior to beginning any lab work. We will be beginning in the lab during the second week. If you pay at the cashier's office you will be required to show the receipt to the instructor prior to beginning any lab work.)

Following is a price list for additional film and paper:

- **Black and White Photo paper.** It must be silver based emulsion and work with silver based chemicals. Paper made for computer printers is not acceptable. B&W paper can usually be purchased at any photo store. We will have a stock of paper that can be purchased in the IT office. The current cost is \$.40 per sheet plus tax.
- **Prices may change, either up or down, during the semester as new paper is ordered**
- **Black and White film.** It must work with silver based chemicals. You should use ISO 100 for outdoor shots, ISO 400 for indoor shots.
Do not buy black and white film that requires C41 processing. One example is Kodak CN400 film.

We should have a stock of Arista 100 and Arista 400 films. The prices for our current stock of films are as follows:

Arista ISO 100 – 24 exp.	\$2.50
Kodak TMax 100 – 36 exp.	\$4.80
Arista ISO 200 – 24 exp.	\$2.50
Kodak TMax 400 – 36 exp.	\$4.80

Prices may change during the semester as new film is ordered

Storage

The lockers in the hallway may be checked out and used for storing your equipment and supplies. These lockers must be signed out in the IT main office. You must supply your own lock. Do not leave projects or equipment out on the tables in the lab. You will lose them (and if they belong to the University, you will be financially responsible for them).

Quizzes

Everything discussed in class and contained in the assigned reading, including laboratory material is fair game for quizzes. You will not be given notice for quizzes. They will be primarily written in nature, but may include practical components. There will be no make-up quizzes.

Tests

Everything discussed in class and contained in the assigned reading, including laboratory material is fair game for tests. You will be given notice for all unit tests. They will be primarily written in nature covering terminology, but you can expect some practical exercise portions on each exam. You must be in attendance for the tests. Makeup tests will not be given. The total number of tests will be determined as the course progresses. There are 6 Unit tests scheduled for this semester.

Midterm Exam

There will be no midterm exam given.

Final Exam

The final exam is scheduled for Thursday December 11 at class time. The test will include written, practical, and analytical portions, and will be comprehensive of the entire semester. It will be a combination of various style questions including calculations. The exam will be given only on the day it is scheduled so **DO NOT** make any other plans for that day and time.

Final Project

You will be required to produce a final picture of your choice. You will use all you have learned in the course to produce this picture. It should be an example of your best work. It must be an 8 X 10 print with a maximum border size of 1/2 inch. This picture must be taken on a separate roll of film by itself. You will have to choose between ISO 100 and ISO 400 for this project. The entire roll must be turned in with the picture. This picture must be mounted on a stiff backing, or matted, or framed, and able to be hung for display when turned in. This picture must be taken after November 4.

Portfolio

You will be required to create a portfolio with all of your assignments. Each time you turn in a print for a grade the entire portfolio must be submitted. When you turn in your last picture, your entire finished portfolio will be graded. You may label, subdivide, assemble, and organize your portfolio any way you wish. It should be put together in a professional manner. The portfolio will be graded on the following criteria (the pictures will not be graded individually again): neatness, mounting, quality of pictures, picture selection, organization, and presentation. You may include pictures other than your assigned shots in the portfolio, but you must include **all** assigned photographs.

NOTE: I may make a slide and a digital scan of some of your finished prints that will serve as examples for future classes and / or examples of course work for prospective students and recruiting. Your name will not be associated with the pictures.

IT 2304 Photography
Fall 2014
Tentative Reading Schedule

The following is a tentative reading schedule for the semester. The dates provided are the dates the reading is assigned and the reading is to be completed by the following class day.

Date	Reading
Tuesday, August 26 (1)	Chapter 1: The Camera Chapter 2: Operating the Camera
Tuesday, September 2 (3)	Chapter 4: Developing the Film Chapter 5: Printmaking Chapter 6: More About Printmaking
Thursday, September 11 (6)	Chapter 3: Composition (start acquiring yourself with material now; discussion will come later.)
Thursday, September 18 (8)	Chapter 7: Light Characteristic Section
Thursday, September 25 (10)	Chapter 8: Lenses, Filters, and Accessories Sections Chapter 9: Color Photography section on Color Theory
Tuesday, October 14 (15)	Chapter 13: Photography, Ethics and the Law Chapter 14: Career in Photography
Thursday, October 23 (18)	Chapter 15: A Short History of Photography

IT 2304 Photography
Fall 2014
Tentative Test Schedule

The following is a tentative test schedule for the semester. The dates provided are the dates the test will be given. You should have all the associated lab work completed by that date because it will be included on the test.

Date	
Test 1 Thursday, September 4 (4)	Chapter 1: The Camera Chapter 2: Operating the Camera
Test 2 Tuesday, September 23 (9)	Chapter 4: Developing the Film Chapter 5: Printmaking Chapter 6: More About Printmaking
Test 3 Tuesday, October 7 (13)	Chapter 3: Composition
Test 4 Thursday, October 16 (16)	Chapter 7: Light Characteristic Section Chapter 8: Lenses, Filters, and Accessories Sections Chapter 9: Color Photography section on Color Theory
Test 5 Tuesday, October 28(19)	Chapter 13: Photography, Ethics and the Law Chapter 14: Career in Photography
Test 6 Thursday, November 6 (22)	Chapter 15: A Short History of Photography
FINAL EXAM Thursday December 11 at 12:30 pm	Comprehensive (use old tests as study guides)