

Oglala Lakota College



**ART 263
GRC Digital Photography
Course Syllabus**

Center:

Day and Section Number:.

Instructor Information

Instructor Name	
Cell Phone	
Office Phone	
Email Address	
Office Hours	
Communicating With Instructor	
Cell phone policy	

Course Information

COURSE DESCRIPTION: This course is designed for students who would like to learn basic techniques with the digital camera and many of its built in dievices.

GRC COURSE OBJECTIVES

Student will

- Develop competency in basic DSLR camera photographic skills
- Develop a competency in basic digital dark room skills using Adobe Photoshop
- Develop a photographic portfolio
- Develop photographic illustrations for a book in topic of their choice.
- Be informed on how to pursue possible career options in digital photography

PREREQUISITE

English 113 (Note: all written material minimally required to meet English I Rubric. See pages 17 and 18 of this document)

REQUIRED TEXT

Photography: The Essential Way [PTEW] (2008) by Barbara London, Jim Stone, John Upton

REQUIRED SUPPLIES

DSLR camera, print supplies, and access to Adobe Photoshop in PPCC computer lab (DSLR camera and printing materials will be supplied by Science and Math Department as offered by Dr. Hannan LaGarry)

SUPPLEMENTARY MATERIALS

Possible handouts and suggested additional reading

INSTRUCTIONAL METHODOLOGY

Instruction in this GRC class will be accomplished through a mixture of:

- Minimum of 1/2 hr. up to occasional 2 hr. weekly advising sessions between student and instructor
- Weekly photographic assignments to be completed in the field
- Weekly written reports on work accomplished during previous week
- Adobe Photoshop lessons conducted by instructor in computer lab at PRCC
- Weekly quizzes on reading assignment
- Midterm and final exams
- Developing a student photographic portfolio that includes both printed images and digital formats.
- Developing a series of photographic book illustrations on subject chosen by student.

WRITTEN EXAMS, QUIZZES, WRITTEN REPORTS, AND CLASS PRESENTATIONS

- **Exams** will consist of multiple-choice, fill in the blanks, and essay questions based on information covered in text.
- **Short weekly quizzes** will be given at the beginning of each advising session on weekly reading assignments. These quizzes will not be graded but will receive points for each quiz completed during advising session. These quizzes are a tool for student self-evaluation on what they are learning, and are also designed to help them learn the vocabulary of the art and craft of digital photography.

- **A brief type written one-page** double-spaced typed report describing student's learning from the 1 reading assignments, and what weekly topics appealed to them and why.

COURSE REQUIREMENTS:

- Read all assigned chapters in the text.
- Read all class handouts provided by the instructor.
- Complete weekly quizzes during advising sessions
- Take session notes.
- Complete all class assignments.
- **Maintain a Course Portfolio:** Submit all required work to the instructor, who will file copies of student's work in a **Course Portfolio**. Items to be included are: quizzes, midterm and final exams, weekly type written one-page reports, printed hard copies and digital files of student's photographs. NOTE: Student will maintain a personal copy of Course Portfolio as back up to the submitted portfolio.
- Take lots of photographs.

SUGGESTIONS FOR SUCCESSFULLY COMPLETING THE COURSE

- Do not miss any advising sessions.
- Submit work on time.
- Keep personal **Student Portfolio** up to date through out the semester.

SUGGESTION FOR WORK DONE OUTSIDE THE CLASSROOM

Co-Curriculum activities that can enrich student's experience of this class are:

- Read photography magazines
- Attend art exhibitions when possible
- Possible Science & Art extra credit photo project planned.

STUDENT EVALUATION:

Course grades will be based on student's participation in advising sessions and materials that are collected during the semester and saved in the **Student Portfolio**.

Grading Criteria and Total Components of a Grade:

- **Attendance** 15 points (*one point awarded for each advising session attended*)
 - **Photographic Portfolio** 33 points
 - *There are a total 65 photos in portfolio worth 1/2 point each.*
 - **Weekly Quizzes** 12 points
 - *There are a total of twelve quizzes given at the beginning of each advising session. They are worth 1 point each. If student is ten minutes late to advising session .5 point will be deducted from quiz.*
 - **Fourteen Weekly written reports and artist statement** 14 points
 - **Midterm Exam** 13 points
 - **Final Exam** 13 points
- | | |
|--------------|-------------------|
| TOTAL | 100 points |
|--------------|-------------------|

Possible Extra Credit: 20 points for working with Science and Math department on photographic project or other school photographic project.

Grading Scale

The following scale is used in determining averages:

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

NOTE: It is the student’s responsibility to keep copies of all materials included in Student Portfolio and records of grades in case of a grade dispute.

COURSE EVALUATION

Course evaluation needs to be completed during weeks thirteen or fourteen of the semester. The College Center Counselor will assist you. OLC values your viewpoint and your assessment of each course.

LAKOTA PERSPECTIVE

- The Lakota perspective is encouraged in this course.
- Wolakolkiciyapi. Students are encouraged to display the Lakota values of respect, knowledge, generosity, fortitude, truthfulness, and courage.

Course Schedule

Week 1	<p>Meet with student to review syllabus and discuss scheduling.</p> <p>Assignment: Write one page double-spaced typed report describing student’s learning from the Week 1 reading assignment, and what topic appealed to them and why.</p> <p>Read: PTEW, Ch. 15</p> <ul style="list-style-type: none"> • The Invention of Photography • Daguerreotype: “Designs on Silver Bright” • Calotype: Pictures on Paper • Collodion Wet-Plate: Sharp and Reproducible • Gelatin Emulsion/Roll-Film Base: Photography for Everyone • Color Photography • Early Portraits • Early Travel Photography • Early Images of War • Time and Motion in Early Photographs • The Photograph as Document • Photography and Social Change • Photojournalism • Photography as Art in the 19th Century • Pictorial Photography
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	<p>and the Photo-Seession</p> <ul style="list-style-type: none"> • The Direct Image in Art
Week 2	<p>Quiz: Multiple-choice focused on vocabulary and artists works introduced in PTEW, Ch. 15</p> <p>Advise: Student provided with camera and discuss requirements for use of camera. Student will sign agreement to return at end of semester.</p> <p>Assignment: Write one page double-spaced typed report describing student’s learning from the Week 2 reading assignment, and what topic appealed to them and why.</p> <p>Photograph 5 images</p> <p>Read: PTEW Ch. 1, Getting Started</p> <ul style="list-style-type: none"> • Camera and Film • Getting your camera ready • Focusing and Setting the Exposure • Taking Your Picture • What Will You Photograph? • Some Basic Guidelines <ul style="list-style-type: none"> 1. To Get You Started 2. Photographing People 3. Photographing Places
Week 3	<p>Quiz: Multiple-choice focused on vocabulary and basic photography guidelines introduced in PTEW, Ch.1</p> <p>Advise: Discuss written weekly report and students five photo images.</p> <p>Assignment: Write one page double-spaced typed report describing student’s learning from the Week 3 reading assignment, and what topic appealed to them and why.</p> <p>Photograph five images.</p> <p>Read: PTEW Ch. 2</p> <p>The Camera</p> <ul style="list-style-type: none"> • Basic Camera Controls • The Shutter <ul style="list-style-type: none"> 1. The Shutter and Light 2. The Shutter and Motion 3. Conveying Motion in a Still Photograph • The Aperture

	<ol style="list-style-type: none"> 1. The Aperture and Light 2. The Aperture and Depth of Field <ul style="list-style-type: none"> • Using Shutter and Aperture Together • Choosing a Camera • Keeping the Camera Steady • Photographer at Work: Photojournalist James Nachtwey
Week 4	<p>Quiz: Multiple-choice focused on vocabulary and photographer introduced in PTEW, Ch. 2</p> <p>Advise: Discuss written weekly report and students five photo images.</p> <p>Assignment: Write one page double-spaced typed report describing student's learning from the Week 4 reading assignment, and what topic appealed to them and why.</p> <p>Photograph five images.</p> <p>Read: PTEW Ch. 3</p> <p>The Lens</p> <ul style="list-style-type: none"> • From Pinhole to Lens • Lens Focal Length <ol style="list-style-type: none"> 1. Normal Focal Length 2. Long Focal Length 3. Short Focal Length 4. Zoom Lenses • Special-Purpose Lenses • Focusing Your Lens <ol style="list-style-type: none"> 1. Manual Focus 2. Automatic Focus • Focus and Depth of Field <ol style="list-style-type: none"> 1. Controlling Depth of Field 2. Zone Focusing 3. Focusing on the Hyperfocal Distance • Perspective • Guidelines for Buying a Lens • Getting the Most from Your Camera and Lens • Photographer at Work: Mary Ellen Mark
Week 5	<p>Quiz: Multiple-choice focused on vocabulary and photographer introduced in PTEW, Ch. 3</p>

	<p>Advise: Discuss written weekly report and students five photo images.</p> <p>Assignment: Write one page double-spaced typed report describing student's learning from the Week 5 reading assignment, and what topic appealed to them and why.</p> <p>Photograph five images</p> <p>Read: PTEW, Ch. 4 exposure, sensors, and film</p> <ul style="list-style-type: none"> • Exposure Basics <ol style="list-style-type: none"> 1. Equivalent Exposures 2. How Exposure Meters Work 3. In-Camera Exposure Meters 4. Automatic Exposure • How to Meter <ol style="list-style-type: none"> 1. An Overall Reading of a Scene with Average Tones 2. Using Different Types of Meters 3. Metering High-Contrast Scenes 4. Exposing for Specific Tones and Bracketing <ol style="list-style-type: none"> 1. Hard-to-Meter Scenes • Responding to Light <ol style="list-style-type: none"> 2. Silver and Pixels • Polarizing Filters • Exposure Latitude How Much Can Exposures Vary? • Using Exposure • Photographer at Work: Advertising Photographer Clint Clemens
<p>Week 6</p>	<p>Quiz: Multiple-choice focused on vocabulary and photographer works introduced in PTEW, Ch. 4</p> <p>Advise: Discuss written weekly report and students five photo images.</p> <p>Assignment: Write one page double-spaced typed report describing student's learning from the Week 6 reading assignment, and what topic appealed to them and why.</p> <p>Photograph five images</p> <p>Read: PTEW, Ch. 5, color</p> <ul style="list-style-type: none"> • Color: Additive and Subtractive

	<ul style="list-style-type: none"> 3. Color Photographs: Three Image Layers 4. Color Characteristics • Color Balance <ul style="list-style-type: none"> 1. Color Changes Throughout the Day 2. Color Casts 3. Color Temperature <p>Photographer at Work: Another Angle on Sports– Walter Iooss</p>
<p>Week 7</p>	<p>Quiz: Multiple-choice focused on vocabulary and photographer works introduced in PTEW, Ch. 5</p> <p>Advise: Discuss written weekly report and students five photo images.</p> <p>Assignment: Write one page double-spaced typed report describing student’s learning from the Week 7 reading assignment, and what topic appealed to them and why.</p> <p>Photograph five images</p> <p>Read: PTEW Ch. 7 setting up a digital darkroom</p> <ul style="list-style-type: none"> • Hardware and Software <ul style="list-style-type: none"> 1. An Overview 2. Capturing Detail: Resolution and Bit Depth • Photographs are Files <ul style="list-style-type: none"> 1. File Formats • Importing Your Images <ul style="list-style-type: none"> 2. Downloading and Scanning 3. Making a Scan • Color Management • Histograms <ul style="list-style-type: none"> 1. Anatomy of a Digital Image 2. Three Histograms for Color • Setting Up a Workflow • Photographer at Work: Digital Storyteller–Pedro Meyer
<p>Week 8</p> <p>Midterm Exam</p> <p>Schedule two</p>	<p>Review: material covered in the previous six weekly quizzes.</p> <p>Midterm Exam</p> <p>Advise: Discuss written weekly report and students five photo images.</p>

<p>hour advising period in computer lab with Adobe Photoshop</p>	<p>Assignment: Write one page double-spaced typed report describing student's learning from the Week 8 reading assignment, and what topic appealed to them and why.</p> <p>Photograph five images</p> <p>Read: PTEW Ch. 8 Image Editing</p> <ul style="list-style-type: none"> • Digital Post-processing and Editing: <ul style="list-style-type: none"> • Getting Started <ol style="list-style-type: none"> 1. Choosing Software 2. Your Work Area and Tools 3. Setting Up an Image to Edit • Channels <ul style="list-style-type: none"> Color or Black and White? • Adjusting Color and Value <ol style="list-style-type: none"> 1. Different Approaches 2. Using Levels 3. Curves • Adjusting All or Part of an Image • Selection Tools <ul style="list-style-type: none"> Using Layers • Other Editing Commands <ol style="list-style-type: none"> 1. High Dynamic Range 2. Filters for Special Effects 3. Retouching and Sharpening • Compositing • An Image-Editing Workflow
<p>Week 9</p> <p>Schedule two hour advising period in computer lab with Adobe Photoshop</p> <p>Also: student can begin printing photo images at Piya Wiconi Math & Science Building on</p>	<p>Quiz: Multiple-choice focused on vocabulary and photographer's works introduced in PTEW, Ch. 8</p> <p>Advise: Discuss exam results, the written weekly report, and student's five photo images. Suggest student photographing with the idea to illustrate a book about a topic of their choosing.</p> <p>Assignment: Write one page double-spaced typed report describing student's learning from the Week 9 reading assignment, and what topic appealed to them and why.</p> <p>Photograph five images</p> <p>Reading: PTEW Ch. 9 Printing and Display</p> <ul style="list-style-type: none"> • Printers and Printing <ol style="list-style-type: none"> 1. Printer Choices 2. Drivers and RIPs

<p>their professional quality printers.</p> <p>Trans will be worked out.</p>	<ol style="list-style-type: none"> 3. Profiles and Soft Proofing 4. Papers and Inks <ul style="list-style-type: none"> • Printing Options <ol style="list-style-type: none"> 1. Panoramic Photographs 2. Printing in Black and White • Displaying Your Work <ol style="list-style-type: none"> 1. The Internet–Gallery and Resource 2. Ethics: How Far Can You Go? • Presenting a Print <ul style="list-style-type: none"> Framing Options • Mounting a Print <ol style="list-style-type: none"> 1. Equipment and Supplies You’ll Need 2. Dry Mounting 3. Cutting an Overmat
<p>Week 10</p> <p>Schedule one hour to meet in PRCC computer lab</p>	<p>Quiz: Multiple-choice focused on vocabulary introduced in PTEW, Ch. 9</p> <p>Advise: Discuss written weekly report, students five photo images, and progress with book photo illustrations.</p> <p>Explore Internet- Gallery resources using computers at PRCC</p> <p>Assignment: Write one page double-spaced typed report describing student’s learning from the Week 10 reading assignment, and what topic appealed to them and why.</p> <p>Photograph five images</p> <p>Read: Organizing and Storing your Work</p> <ul style="list-style-type: none"> • Image Storage <ul style="list-style-type: none"> Size Matters • Metadata: Data About Your Files • Software to Keep You Organized • Archiving Digital Images
<p>Week 11</p>	<p>Quiz: Multiple-choice focused on vocabulary introduced in PTEW, Ch. 10</p> <p>Advise: Discuss written weekly report, students five photo images, and progress with book photo illustrations.</p> <p>Assignment: Write one page double-spaced typed report describing student’s learning from the Week 11 reading assignment, and what topic appealed to them and why.</p> <p>Photograph five images exploring light</p>

	<p>Read: PTEW Ch. 11, Lighting</p> <ul style="list-style-type: none"> • Direction of Light • Degree of Diffusion: From Hard to Soft Light • Available Light–Outdoors • Available Light–Indoors • Artificial Light <ol style="list-style-type: none"> 1. Lights and Other Lighting Equipment 2. Qualities of Artificial Light • The Main Light: The Dominant Source • The Fill Light: To Lighten Shadows • Lighting with Flash <ol style="list-style-type: none"> 1. Flash Equipment 2. Basic Flash Techniques 3. Manual Flash Exposures 4. Automatic Flash Exposures 5. Fill Flash: To Lighten Shadows 6. Controlling Background Brightness • Simple Portrait Lighting • Multiple-Light Portrait Setups • Lighting Textured Objects • Lighting Reflective Objects • Lighting Translucent Objects • Using Lighting • Photographer at Work: Dance Photographer Lois Greenfield...
<p>Week 12</p>	<p>Quiz: Multiple-choice focused on vocabulary introduced in PTEW, Ch. 11</p> <p>Advise: Discuss written weekly report, students five photo images, and progress with book photo illustrations.</p> <p>Assignment: Write one page double-spaced typed report describing student’s learning from the Week 12 reading assignment, and what topic appealed to them and why.</p> <p>Photograph five images</p> <p>Read: PTEW, Ch. 12, Extending the Image</p> <ul style="list-style-type: none"> • Opener • Using Scale Pictures Very Large and Very Small • Multiple Images More is Better

	<ul style="list-style-type: none"> • Fabricated to be Photographed • The Photograph as Object • Using Projections • Making a Book • Alternative Processes <ol style="list-style-type: none"> 1. Cyanotype Printing 2. Platinum and Palladium Printing 3. Gum Bichromate Printing 4. Image Transfer 5. A Photogram: A Cameraless Picture 6. Cross Processing 7. A Sabbatier Image: Part Positive, Part Negative • Pinhole Photography • How to Make a Close-Up Photograph Close-Up Exposures • Copying Techniques
<p>Week 13</p>	<p>Quiz: Multiple-choice focused on vocabulary introduced in PTEW, Ch. 12</p> <p>Advise: Discuss written weekly report, students five photo images, and progress with book photo illustrations.</p> <p>Assignment: Write one page double-spaced typed report describing student’s learning from the Week 13 reading assignment, and what topic appealed to them and why.</p> <p>Photograph five images exploring possibilities of “Basic Design” and begin to finalize photographic portfolio and book illustrations.</p> <p>Read: PTEW, Ch. 14, Seeing photographs</p> <ul style="list-style-type: none"> • Basic Choices <ol style="list-style-type: none"> 1. Content 2. Framing the Subject 3. Backgrounds • Basic Design <ol style="list-style-type: none"> 1. Spot/Line 2. Shape/Pattern 3. Emphasis/Balance • More Choices <ol style="list-style-type: none"> 1. Using Contrasts of Sharpness 2. Using Contrasts of Light and Dark 3. Placing the Subject within the Frame 4. Perspective and Point of View • Looking at—and Talking About— Photographs • Showing Your Work to Editors and

	Others
<p>Week 14</p> <p>Schedule 1.5 hr. advising session.</p> <p>Student Assessment due.</p>	<p>Quiz: Multiple-choice focused on vocabulary introduced in PTEW Ch. 14</p> <p>Advise: Discuss written weekly report, students five photo images, and progress with book photo illustrations. Also discuss what is needed to be included in an artist statement.</p> <p>Assignment: Write one page, three paragraph double-spaced typed artist statement</p> <p>Photograph five images exploring possibilities of “Basic Design” and begin to finalize photographic portfolio and book illustrations.</p> <p>Choose ten best photos taken during semester to be printed, matted and exhibited somewhere in school.</p>
<p>Week 15</p> <p>Schedule 2 hr. advising session.</p> <p>Final Exam</p>	<p>Final Exam: Multiple choice vocabulary</p> <p>Student oral presentation, and student/advisor critique or student’s photographic portfolio and book illustrations.</p>

Course Policies

ATTENDANCE POLICY

This class meets once a week for three (3) hours. The student is required to attend every class. Much happens in class, which cannot be made up by reading a chapter or doing some written exercises. In a real sense, if you miss class, you are missing the course. Therefore, you should determine now to attend class faithfully; otherwise, you will be wasting your time and money.

The following attendance policy will be followed:

- Three (3) absences in a row (without face to face, electronic or phone communication) constitute an automatic drop. Leaving a message at the center is NOT adequate communication.
- Five (5) scattered absences constitute an automatic drop (or a total of 15 hours missed).
- There will be no such thing as an excused absence. All absences are documented in the same way, as absent unexcused. Save your allowed absences for emergencies.
- Tardiness and leaving early will be recorded. You must be present for at least ½ of the class to be marked present in jenzabar.
- **If you must miss or be late for a class because of an emergency**, please call or email me, or leave a message with the college center staff at least 15 minutes before class. Pick up the assignments/handouts/study quiz for missed class from my box at the college center.
- **Do not call or text me once class has begun.** My cell phone will be turned off 15 minutes before class. Call the college center staff (phone #).

WITHDRAWAL

Students who are dropped from a class either by me or by the registrar will NOT be reinstated. There are NO reinstatements for students who are dropped for five absences.

Communication is essential. If you are having difficulties and are in danger of being dropped, contact me asap to discuss options BEFORE you are dropped.

You should also be aware that withdrawals (drops) will very likely affect your financial award: Pell, Higher Ed., Scholarships, etc. You must be willing to make a commitment in order to be successful in your journey at OLC.

INCOMPLETE AND GRADE CHANGE

There must be a valid reason to request a grade change or an incomplete. An incomplete grade or grade change is given only when the instructor feels special circumstances warrant it.

Not getting work done on time, missing class, being tardy or leaving early are NOT valid reasons for incompletes or grade changes.

LATE WORK

Each student, present or absent, is responsible and accountable for his or her assignments, attendance, and participation. Missing class does not excuse a student from preparing for the next class.

- Written report may be submitted by email through Friday of the week due for full credit.
- A written report that is submitted late (by the following Friday) will be reduced by one letter grade.
- If written report is more than one week late it will not be accepted.

ACADEMIC INTEGRITY

Oglala Lakota College has established an academic dishonesty policy. The current college catalog states Academic dishonesty is the taking of an examination or the preparation of papers for credit wherein the student knowingly represents the work of another as his/her own; and/or knowingly breaks stated examination rules. A student may be expelled and barred from further classes upon proof in a hearing of academic dishonesty. (10)

The Humanities and Social Science department fully supports this policy. Part of the learning process includes the review and integration of the work of others with your thoughts and ideas. In this process, there is no room for plagiarism in your written reports, which robs you of meaningful learning and is unfair to the original author.

Plagiarism is an ethical violation that is not tolerated at OLC. Oglala Lakota College faculty and staff are fully aware of the many online resources that are now available and we encourage you to focus on learning rather than the inappropriate use of another person's work without proper citation.

You are expected to do your own work. If you are unsure about the proper documentation of someone else's words and/or ideas, ask me. Plagiarism will not be tolerated in this class. Plagiarism will result in an F for the course.

ACADEMIC FREEDOM IN LEARNING

Under Board of Regents and University policy, student academic performance may be evaluated solely on an academic basis, not on opinions or conduct in reasoned exception to the data or views offered in any course of study and to reserve judgment about matters of opinion, but they are responsible for learning the content of any course of study for which they are enrolled.

Students who believe that an academic evaluation reflects prejudiced or capricious consideration of student opinions or conduct unrelated to academic standards should first contact the instructor of the course to initiate a review of the evaluation. If the student remains unsatisfied, the student may contact the department head and/or dean of the college, which offers the class to initiate a review of the evaluation.

STUDENT CONDUCT

OLC students will abide by the standards of conduct stated in the latest student handbook. Every student has the right to a safe learning environment. OLC applies the following as acts of misconduct subject to disciplinary action:

- Any actual or threatened physical violence
- Gross disorderly conduct
- Verbal abuse or harassment
- Vandalism
- Attending classes under the influence of alcohol or drugs
- Any other student conduct that causes a disruption in the classroom.

Please Note: Any infringement of these rules could lead to dismissal.

ADA STATEMENT (American Disabilities Act)

This class requires extensive reading and writing. If you have a disability that prevents you from taking part in any activities, please talk to the Instructor. *If you have a disability that interferes with your ability to learn and in need of assistance please contact the OLC Coordinator of Support Services, at 455-6040. See OLC Policy 85-600 for further details.*

Do this as soon as possible, so we can make arrangements to fit your needs. If you're not sure if your writing or reading skills are sufficient for this course, please see me immediately, so we can determine whether you need assistance to do well. If you are having problems with the material during the semester, please contact me right away.

DISCLAIMER

Information contained in this syllabus was, to the best knowledge of the instructor, considered correct and complete when distributed for use at the beginning of the semester. However, this syllabus should not be considered a contract between Oglala Lakota College and any student. The instructor reserves the right to make necessary changes in course content and/or the instructional technique with reasonable notice.