San José State University  
Department of Art & Art History  
Photo 40, Beginning Photography,  Section 3,  Fall 2015  

Course and Contact Information  

Instructor:  Carmina Eliason  
Office Location:  DH 401A  
Telephone:  Please email  
Email:  carmina.eliason@sjsu.edu  
Office Hours:  Tuesdays 3-4pm  
Class Days/Time:  Tuesdays and Thursdays 12pm-2:50pm  
Classroom:  Duncan Hall 406  

Faculty Web Page and MYSJSU Messaging  
Course materials such as syllabus, handouts, notes, assignment instructions, etc. can be found on my faculty web page on the Canvas learning management system course website. You are responsible for regularly checking your email and the Canvas site for assignment and reading deadlines, as well as course schedule updates.  

Course Description  
A Beginning photography course which introduces basic aesthetic issues in (primarily black and white) image making. Introduces photographic technique utilizing digital cameras, electronic image processing and digital printing. Requires a DSLR (digital single lens reflex) type camera. Requires Adobe Lightroom.  

Learning Outcomes and Course Goals  

Course Learning Outcomes (CLO)  
Upon successful completion of this course, students will be able to:  
1. CLO 1 Use the manual functions on a camera: ISO, shutter speed, aperture, ect. to achieve an accurately exposed and composed photograph.  
2. CLO 2 Understand digital workflow and organizing photos in Adobe Lightroom.  
3. CLO 3 Understand both visual and technical elements of the photographic image and how it was created, including composition as well as post-processing.
4. CLO 4 Understand basic printing and digital presentation methods.

5. CLO 5 Understand and dissect the visual communication of photography, its cultural influence and the role it plays in our society and develop individual aesthetic appreciation.

Required Texts/Readings

Textbook
No textbook required for this course. Readings and assignments related to readings will be announced in class and distributed via Canvas, please check Canvas regularly for updates.

Other Readings
Most exercises for Lightroom will be covered in class demonstration. You will need to take your own notes. However, if you are someone that learns better by having a handbook ready, I recommend looking for one that has a layout and format that you find approachable. Otherwise, I will be putting relevant resource material for you on Canvas.

Other required equipment / material requirements

- Digital Camera with a minimum of 6-mega-pixel capacity [with adjustable shutter speeds and "f" stops]. The more automatic your camera is, the less you will learn how your camera works. Cameras with a “manual” mode are best. The following are some suggested digital Single Lens Reflex (SLR) cameras with full manual controls:
  - Nikon - D40, D50, D70s, D80
  - Canon - EOS Digital Rebel (XT, XTi, 10D, 20D, 30D)
  - Olympus - Evolt 300, 330, 500
  - Pentax - K100D, K110D, K10D
  - Panasonic - Lumix DMC FZ7s, FZ30s, FZ50s
- Laptop computer (must have USB ports or appropriate adapters)
- Updated Adobe Lightroom Software (available to download through SJSU at http://its.sjsu.edu/services/software/adobe/)
- Compact Flash Card, or other Memory Card suitable for your digital camera. 1GB minimum, more storage is highly, highly recommended, as are extra backups should the first one fail.
- 16 GB USB jump drive for turning in assignments
- Card Reader for the above media (unless your computer has the appropriate port)
- 1 roll of Artist Tape
- Mounting Board - White, smooth surface, 11 X 14
- Portfolio Envelope - Please put your name on the outside. Work will not be accepted without an envelope
- Package of lens cleaning tissue and bottle of lens cleaning fluid
- Paper for printing (type and size will be discussed in class and details posted on Canvas)

Optional, but highly recommended

- 64GB media storage (USB or external hard drive) for backing up work
- Tripod
- Cotton gloves
- Cable Release

Suggested Local Vendors:
Course Requirements and Assignments

SJSU classes are designed such that in order to be successful, it is expected that students will spend a minimum of forty-five hours for each unit of credit (normally three hours per unit per week), including preparing for class, participating in course activities, completing assignments, and so on. More details about student workload can be found in University Policy S12-3 at http://www.sjsu.edu/senate/docs/S12-3.pdf.

- **Class Participation and Engagement: In Class Exercises & Discussions (250 points)**
  - Exercises that are relevant to the course material will be given in class and cannot be made up. The exercises may be on the camera, computer, and may involve short excursions to other parts of campus. Participation in these exercises is required to succeed in the class.
  - Discussions in pairs, groups or with the class will be required from time to time. Contributing can be in the form of making observations, asking questions, or sharing experiences.
  - Other ways of being actively participating in the class: sharing skills with others, helping others catch up with materials, and bringing new ideas to class.

- **Write-ups (100 points)**
  - Students are expected to respond to guest speakers and assigned readings five times throughout the course. Please refer to Canvas and the schedule for reading due dates and response write-ups.

- **Projects (650 points)**
  - Bracketing Project (50 points) **due: September 3, 2015**
  - Composition Technique Project (50 points) **due: September 15, 2015**
  - Mid Term Project (200 points) **due: October 13, 2015**
  - Social Media Project (50 points) **due: October 29, 2015**
  - Final Project (300 points)

- **Total Points: 1000**

NOTE that University policy F69-24 at http://www.sjsu.edu/senate/docs/F69-24.pdf states that “Students should attend all meetings of their classes, not only because they are responsible for material discussed therein, but because active participation is frequently essential to insure maximum benefit for all members of the class. Attendance per se shall not be used as a criterion for grading.”

**Grading Policy**

Please refer to the outline of requirements and assignments for a more detailed break-down. Updated assignment sheets with project break down will be available in class or on Canvas.
A 94-100%
A- 90-93%
B+ 87-89%
B 83-86%
B- 80-85%
C+ 77-79%
C 73-76%
C- 70-75%
D+ 67-69%
D 60-66%
F 0-59%

I do not accept late work, with the exception of emergency situations. Opportunities for extra credit will be announced in class and on Canvas.

Note that “All students have the right, within a reasonable time, to know their academic scores, to review their grade-dependent work, and to be provided with explanations for the determination of their course grades.” See University Policy F13-1 at http://www.sjsu.edu/senate/docs/F13-1.pdf for more details.

Classroom Protocol

1. First and foremost I expect our classroom to be a fun and safe learning space.

2. Our classroom space will have an open-door policy. This does not mean you can skip class and catch up later. For the purposes of our class this means: Get up and stretch if you need to, take a quick bathroom break when you need to, if you are tired and need a nap, go somewhere else and then return. You are still responsible for all materials, conversation, exercises, group work, etc that you might miss during your break, so please make sure you exchange contact information with several classmates in case you miss something important.

3. I expect you to have respect for yourself and your learning process, each other, materials, classroom, and me.

4. Participation means being engaged in classroom discussion, lessons, and activities. This class is a conversation and I expect all of you to contribute in the way that is most appropriate to your personality. Because of my open door policy, I expect that if you need to take care of a need during class, please excuse yourself and take care of it: this includes hunger and sleepiness. I understand that as a student you have an enormous amount of pressure and responsibilities. How you act in class affects other people. If you are tired and need to sleep/take a break (ie social media or video games), please do so elsewhere, so the rest of us can fully engage in the work at hand.

Some general rules to think about with this class, any class, and life.

1. Each person is coming to this class with a different skill level and background. Please be respectful and helpful towards others.

2. During discussions and presentations I expect full class participation, which means engaged listening. Generally, engaged listening happens when a person makes eye contact and/or faces the speaker, takes notes, makes relevant questions or commentary.

3. If you witness behavior that is not respectful of others experience in this class please say something, privately if need be.
University Policies

General Expectations, Rights and Responsibilities of the Student

As members of the academic community, students accept both the rights and responsibilities incumbent upon all members of the institution. Students are encouraged to familiarize themselves with SJSU’s policies and practices pertaining to the procedures to follow if and when questions or concerns about a class arises. See University Policy S90–5 at http://www.sjsu.edu/senate/docs/S90-5.pdf. More detailed information on a variety of related topics is available in the SJSU catalog, at http://info.sjsu.edu/web-dbgen/narr/catalog/rec-12234.12506.html. In general, it is recommended that students begin by seeking clarification or discussing concerns with their instructor. If such conversation is not possible, or if it does not serve to address the issue, it is recommended that the student contact the Department Chair as a next step.

Dropping and Adding

Students are responsible for understanding the policies and procedures about add/drop, grade forgiveness, etc. Refer to the current semester’s Catalog Policies section at http://info.sjsu.edu/static/catalog/policies.html. Add/drop deadlines can be found on the current academic year calendars document on the Academic Calendars webpage at http://www.sjsu.edu/provost/services/academic_calendars/. The Late Drop Policy is available at http://www.sjsu.edu/aars/policies/latedrops/policy/. Students should be aware of the current deadlines and penalties for dropping classes.

Information about the latest changes and news is available at the Advising Hub at http://www.sjsu.edu/advising/.

Consent for Recording of Class and Public Sharing of Instructor Material

University Policy S12-7, http://www.sjsu.edu/senate/docs/S12-7.pdf, requires students to obtain instructor’s permission to record the course and the following items to be included in the syllabus:

- “Common courtesy and professional behavior dictate that you notify someone when you are recording him/her. You must obtain the instructor’s permission to make audio or video recordings in this class. Such permission allows the recordings to be used for your private, study purposes only. The recordings are the intellectual property of the instructor; you have not been given any rights to reproduce or distribute the material.”
  - It is suggested that the greensheet include the instructor’s process for granting permission, whether in writing or orally and whether for the whole semester or on a class by class basis.
  - In classes where active participation of students or guests may be on the recording, permission of those students or guests should be obtained as well.
- “Course material developed by the instructor is the intellectual property of the instructor and cannot be shared publicly without his/her approval. You may not publicly share or upload instructor generated material for this course such as exam questions, lecture notes, or homework solutions without instructor consent.”

Academic integrity

Your commitment, as a student, to learning is evidenced by your enrollment at San Jose State University. The University Academic Integrity Policy S07-2 at http://www.sjsu.edu/senate/docs/S07-2.pdf requires you to be honest in all your academic course work. Faculty members are required to report all infractions to the office of Student Conduct and Ethical Development. The Student Conduct and Ethical Development website is available at http://www.sjsu.edu/studentconduct/.
Campus Policy in Compliance with the American Disabilities Act

If you need course adaptations or accommodations because of a disability, or if you need to make special arrangements in case the building must be evacuated, please make an appointment with me as soon as possible, or see me during office hours. Presidential Directive 97-03 at http://www.sjsu.edu/president/docs/directives/PD_1997-03.pdf requires that students with disabilities requesting accommodations must register with the Accessible Education Center (AEC) at http://www.sjsu.edu/aec to establish a record of their disability.
**Photo 40 / Beginning Photography, Fall 2015, Course Schedule**

*This schedule is subject to change with fair notice and notice will be made available through class announcement and Canvas.*

<table>
<thead>
<tr>
<th>Week</th>
<th>Date</th>
<th>Topics, Readings, Assignments, Deadlines</th>
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</thead>
<tbody>
<tr>
<td>1</td>
<td>Th 8/20</td>
<td>Welcome! Syllabus, Basic Class QA Introductory Warm-Up: 24</td>
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<tr>
<td>2</td>
<td>Tu 8/25</td>
<td>What is Photography? A Brief History and Introduction to Camera Anatomy Bring your camera to class for a basic camera check</td>
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<tr>
<td>2</td>
<td>Th 8/27</td>
<td>Review Camera Anatomy and Introduction to Basic Exposure in Manual Mode “Bracketing Project” Assigned</td>
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<tr>
<td>3</td>
<td>Tu 9/1</td>
<td>Digital Workflow and Organization: Creating a Catalog and Importing</td>
</tr>
<tr>
<td>3</td>
<td>Th 9/3</td>
<td>Digital Workflow and Organization: File Management, Exporting, and Sizing Files “Bracketing Project” Due End of Class</td>
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<tr>
<td>4</td>
<td>Tu 9/8</td>
<td>Guest Speaker: Editing and ergonomics “Composition Technique Project” Assigned, Culling and Processing</td>
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<tr>
<td>4</td>
<td>Th 9/10</td>
<td>Culling and Organizing, Composition Project</td>
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<tr>
<td>5</td>
<td>Tu 9/15</td>
<td>Composition Assignment Due End of Class Evaluations and Mini-Critique</td>
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<tr>
<td>5</td>
<td>Th 9/17</td>
<td>Editing Demo and Exercises</td>
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<tr>
<td>6</td>
<td>Tu 9/22</td>
<td>Introduction to Mid-Term and Presentation, Mini work shopping session</td>
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<tr>
<td>6</td>
<td>Th 9/24</td>
<td>Guest Speaker and Workshop</td>
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<tr>
<td>7</td>
<td>Tu 9/29</td>
<td>Guest Speaker and Workshop</td>
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<tr>
<td>7</td>
<td>Th 10/1</td>
<td>Printing Demo, Bring materials to work on Printing and Mid-term</td>
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<tr>
<td>8</td>
<td>Tu 10/6</td>
<td>Print-Day and Mid-term project</td>
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<tr>
<td>8</td>
<td>Thu 10/8</td>
<td>Print-Day and Mid-term project, Check-Ins and Individual Meetings</td>
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<tr>
<td>9</td>
<td>Tu 10/13</td>
<td>Mid Term Project Due Group A Critique ATTEND Tues Lecture Series: Annu Palakunnathu Matthew 5pm in Art Bldg</td>
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<tr>
<td>9</td>
<td>Th 10/15</td>
<td>Mid Term Project Evaluation Due Group B Critique</td>
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<td>10</td>
<td>Tu 10/20</td>
<td>Contemporary Photograph Presentation and Social Media Project</td>
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<tr>
<td>10</td>
<td>Th 10/22</td>
<td>Final Project Presentation, Social Media Project</td>
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<tr>
<td>11</td>
<td>Tu 10/27</td>
<td>Advanced Editing, Labtime: Social Media Project</td>
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<tr>
<td>Week</td>
<td>Date</td>
<td>Topics, Readings, Assignments, Deadlines</td>
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<tr>
<td>11</td>
<td>Th 10/29</td>
<td>Social Media Project Due</td>
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<tr>
<td>12</td>
<td>Tu 11/3</td>
<td>Workshop Final Social Media Project Findings and Group Discussions</td>
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<tr>
<td>12</td>
<td>Th 11/5</td>
<td>ATC Presentations, Attendance required during class time, Location TBA</td>
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<tr>
<td>13</td>
<td>Tu 11/10</td>
<td>Project Proposal Presentations and Discussion</td>
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<td>13</td>
<td>Th 11/12</td>
<td>Field Trip: San Jose Museum of Art, Meet at Museum</td>
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<td>14</td>
<td>Tu 11/17</td>
<td>Guest Speaker and Workshop</td>
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<tr>
<td>14</td>
<td>Th 11/19</td>
<td>Individual Check-ins and Workday: Bring materials to Work on Final Project</td>
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<td>15</td>
<td>Tu 11/24</td>
<td>Print Day and In-Class Work Day. Bring Laptops to work on Final Project</td>
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<tr>
<td>15</td>
<td>Th 11/26</td>
<td>Thanksgiving Break NO CLASS</td>
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<tr>
<td>16</td>
<td>Tu 12/1</td>
<td>Print Day and In-Class Work Day. Bring Laptops to work on Final Project.</td>
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<tr>
<td>16</td>
<td>Th 12/3</td>
<td>Print Day and In-Class Work Day. Bring Laptops to work on Final Project.</td>
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<tr>
<td>17</td>
<td>Tu 12/8</td>
<td>LAST DAY OF REGULAR SCHEDULE, DAY 1 of FINALS, Attendance required, Final Projects Due</td>
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<td></td>
<td>Fri 12/11 9:45am-12pm</td>
<td>Finals Schedule, DAY 2 of FINALS, Attendance required, Final Evaluation Due</td>
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