

San José State University
Department of Art & Art History
PHOT40 Beginning Photography, Section 01, Course Number 40261
Fall 2017

Course and Contact Information

Instructor: Volga Solak

Office Location: Duncan Hall 410

Telephone: Please email

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Office Hours: Wednesdays, 2:00-3:00pm

Class Days/Time: Mon/Wed 3:00-5:50 pm

Classroom: Duncan Hall 410

Prerequisites: None

Department Office: ART 116

Department Contact: Website: www.sjsu.edu/art Email: art@sjsu.edu

Faculty Web Page and MYSJSU Messaging

Course materials such as syllabus, handouts, notes, assignment instructions, etc. can be found on the Canvas learning management system course website. You are responsible for regularly checking with the messaging system through MySJSU (or other communication system as indicated by the instructor) to learn of any updates. Assignments, readings, handouts and other information will be located on Canvas where you may pick them up and print them out anytime you wish. Due to our efforts to make the Department of Art and Art History “paperless,” hard copies will not be handed out. You will find all class materials on Canvas. To access the site, go to: <https://sjsu.instructure.com>
Your login is your student ID#

Your password is case sensitive, so be sure to use lower/upper case where indicated.

To find our class materials hover your mouse over "Courses" located in the top left corner of the page and click on "FA17: PHOT-40 Sec 01 - Beg Photography". Please let me know if you have problems accessing the site. You should go there now (or as soon as you get home) and download the greensheet and first assignments, so you have them available for future use. You should make a practice of doing this regularly. Start a folder on your laptop and download and keep the Beginning Photography, Phot 40, Fall 2017 materials there rather than counting on being able to return to Canvas regularly. Sometimes Canvas goes down. Do not wait until the last minute or fail to download and keep your materials safe. This could result in a lowering of your grade if you fail to turn in your work on time.

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:

CLO 1. Understand the basic compositional and formal elements of the photographic image.

CLO 2. Possess at least a beginning level photographic vocabulary.

CLO 3. Understand digital camera settings and controls and their effect on exposure and resulting image.

CLO 4. Learn to successfully shoot, import, enhance, export/print images using Adobe Lightroom.

CLO 5. Gain an overview of relevant historic and contemporary photographic artists and issues.

CLO 6. Develop ability to create imagery with a strong conceptual basis.

CLO 7. Learn to use our printers and print your own images.

CLO 8. Gain an understanding of the importance of presentation and present your work in a professional manner (whether traditional or experimental).

CLO 9. Learn to work within deadlines: complete four projects and writing assignments within assigned deadlines.

CLO 10. Develop a small body of very finished, professionally presented work with strong, thoughtful content.

Required Texts/Readings

Textbook is recommended, but not required:

Light and Lens: Photography in the Digital Age - Robert Hirsch - 2012 edition

ISBN-13: 978-0240818276 Available through Amazon and other online sources.

Links to online tutorials for Adobe Lightroom will be provided in class.

Other Readings

Letters To A Young Poet- R.M.Rilke. I will provide this reading for you and upload it on the Canvas site.

Other equipment / material requirements (optional)

1. Digital Camera with a minimum of 6-mega-pixel capacity and a full "manual mode" (able to manually adjust both shutter speed and f/stops). RAW shooting capability recommended. The more automatic your camera is, the less control you will have over your images, and the less opportunity you will have to experiment. The following are some suggested digital single lens reflex (DSLR) cameras with full manual controls:
Nikon - D40, D50, D70's, D80
Canon - EOS Digital Rebel (XT, XTi, 10D, 20D, 30D)
Olympus - Evolt 300, 330, 500
Pentax - K100D, K110D, K10D
Panasonic - Lumix DMC FZ7's, FZ30's, FZ50's
 2. Memory card for your camera (1GB+ is recommended).
 3. Card reader/cable for memory card above (if needed for your computer).
 4. You **MUST** have your own laptop computer to take this course. Macs are strongly suggested and preferred. They will make life easier, since demos are given on a Mac.
 5. **Note: Software may be free - I will check - If not:** You **MUST** have the latest edition of Adobe Lightroom, Student Teacher Edition from Adobe's website. You no longer purchase software through Adobe. Instead, you purchase a subscription to the software and pay on a monthly basis. The price varies depending on which applications are included. Don't purchase anything until I provide you with more information.
 6. You will need plenty of room on your laptop hard drive (at least 40 GB), plus a good size USB jump drive/memory stick/flash drive. Canned air: strongly recommended for scanning .
1. White cotton gloves: strongly recommended for handling paper during printing.
 1. Paper will be provided for most assignments (unless you wish to purchase special paper for a particular project).
 1. Portfolio or portfolio box - used to transport your prints - must be labeled with your name. Can be an inexpensive version. Should be brought on print days.
 1. Presentation materials such as mat board – cost varies widely depending on what you choose.

Hazardous Materials (HAZMAT)

All studio classes that use any “hazardous materials” should include one graded assignment that helps students understand HAZMAT regulations and develop consistently safe practices—this might be as simple as a labeling assignment. Note that food containers cannot be used for chemical storage and that common household items (bleach, vinegar, etc.) are deemed hazardous materials and must be stored appropriately. The campus EHS (Environmental Health & Safety) office and the County will schedule inspections with increasing frequency; fines assessed by the County are now high enough to put us out of business, so this is a serious

matter. The techs are NOT responsible for cleaning up facilities and classrooms and offices—this is your responsibility. If you need information or help, please let us know. Additional note: clutter is deemed a hazard, and we can be fined for clutter.

Library Liaison

Elisabeth Thomas

elisabeth.thomas@sjsu.edu

Website: <http://libguides.sjsu.edu/collectiondevelopment/CDhumanities>

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 can be found from University Syllabus Policy S16-9 at <http://www.sjsu.edu/senate/docs/S16-9.pdf>.

This course is taught as a professional practices course and professional attitudes toward the work ethic and courtesy toward all is expected. All work will be due at the BEGINNING of class on critique days. Critiques are scheduled over two class days and you are expected to attend both. Do not be late for class, three late days and your grade will be reduced by half a letter grade. Do not miss deadlines or fail to professionally present your assignments or your grade will be reduced by one letter grade. Each day your assignment is late it will be dropped a letter grade.

Your final grade will be based on your 4 projects (last project will be evaluated as your final exam), one presentation per student on a photographer of your choice, your written assignments including your 1 page typed artist statement for your final and your responses to Rilke letters reading, gallery report and in-class participation.

Project 1: Light and Shadow

Project 2: Passion

Project 3: Portraiture

Project 4: Time Capsule

Writing Assignment: 1-page typed, double spaced papers in response to Rilke letters reading. I will assign questions during class for you to answer in your response and your gallery report from our trip to San Jose Museum of Art.

Photographer Presentation: These are 10-minute presentations on a photographer of your choice. Each student is required to do one presentation during the semester, and each class day will have a student presenting. Presentations must be presented via Powerpoint. I will have my computer and a projector in class that you can use. You can either email me your presentation to show during class or bring your presentation on a usb drive. I will hand out a signup sheet during the first week of class for you to pick a date for your presentation.

Final Examination or Evaluation

Your final exam will be your last project #4 called Time Capsule. We will continue 2nd part of our critique on that day. More details can be found from University Policy S06-4 (<http://www.sjsu.edu/senate/docs/S06-4.pdf>) which states that “There shall be an appropriate final examination or evaluation at the scheduled time in every course, unless specifically exempted by the college dean who has curricular responsibility for the course.”

Grading:

- In-Class Participation/Attendance: 10%
- Written Assignments: 15%
- Presentation: 10%
- Project 1: 10%
- Project 2: 15%
- Project 3: 15%
- Project 4: 25% (Your final project which is your final exam.)

Grading System:

Score Range	Grade	GPA
97 - 100	A+	4.0
93 - 96.9	A	4.0
90 - 92.9	A-	3.7
87 - 89.9	B+	3.3
83 - 86.9	B	3.0
80 - 82.9	B-	2.7
77 - 79.9	C+	2.3
73 - 76.9	C	2.0
70 - 72.9	C-	1.7
66 - 69.9	D	1.3
Below 65	F	0.0

The work created in class will be evaluated based on the following criteria:

A: Outstanding: All requirements met on amount and presentation. Concepts go above and beyond the parameters of the assignment. Ideas are engaging and pushed. Actively participate in class discussions. This especially applies to critiques and Lightroom group discussions where you will be graded on your contribution to in-class discussions.

Class Participation

B: Above Average - Good: Interesting ideas, all requirements met in terms of presentation and amount. Ideas and concepts started to be pushed but fall short of thoughtful organization.

C: Average: Achieves minimum requirements of the assignment. Does not take any liberties with assignment ideas and looks as if work was not given ample amount of time.

D: Unsatisfactory: Does not turn in the full amount of work. Looks rushed, unfinished, spotty or not presented as required.

F: You did not turn in an assignment.

Class Participation

The best way to develop your skills and ideas is to be here and actively participate. There will be a number of lectures and demos and we'll have many discussions that you will not experience if you are not present. Your participation in the form of regular involvement in activities and discussions is not only required, it is mandatory. One-third of each project grade will be based on your class participation. If you are experiencing extenuating circumstances, it is your responsibility to make me aware of your situation when it occurs. **Contact me in advance if you will miss a class and be aware that absences will affect your participation grade.**

NOTE that [University policy F69-24](http://www.sjsu.edu/senate/docs/F69-24.pdf) 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."

Classroom Protocol

Demonstrations will be given at the beginning of class, as well as slide lectures and other relevant information for your projects. Arrive on time as these will not be repeated if you are late. Active participation in open lab time, class discussions and critiques is required, so be prepared to stay for the duration of the class.

Please refrain from using your laptop and cell phone during class lectures.

University Policies

Per University Policy S16-9, university-wide policy information relevant to all courses, such as academic integrity, accommodations, etc. will be available on Office of Graduate and Undergraduate Programs' [Syllabus Information web page](http://www.sjsu.edu/gup/syllabusinfo/) at <http://www.sjsu.edu/gup/syllabusinfo/>

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](http://info.sjsu.edu/web-dbgen/narr/catalog/rec-12234.12506.html), 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](http://info.sjsu.edu/static/catalog/policies.html) 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](http://www.sjsu.edu/provost/services/academic_calendars/) at http://www.sjsu.edu/provost/services/academic_calendars/. The [Late Drop Policy](http://www.sjsu.edu/aars/policies/latedrops/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](http://www.sjsu.edu/advising/) 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), <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](http://www.sjsu.edu/senate/docs/S07-2.pdf) 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](http://www.sjsu.edu/studentconduct/) 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](http://www.sjsu.edu/president/docs/directives/PD_1997-03.pdf) 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](http://www.sjsu.edu/aec) (AEC) at <http://www.sjsu.edu/aec> to establish a record of their disability.

Accommodation to Students' Religious Holidays (Optional)

San José State University shall provide accommodation on any graded class work or activities for students wishing to observe religious holidays when such observances require students to be absent from class. It is the responsibility of the student to inform the instructor, in writing, about such holidays before the add deadline at the start of each semester. If such holidays occur before the add deadline, the student must notify the instructor, in writing, at least three days before the date that he/she will be absent. It is the responsibility of the instructor to make every reasonable effort to honor the student request without penalty, and of the student to make up the work missed. See [University Policy S14-7](http://www.sjsu.edu/senate/docs/S14-7.pdf) at <http://www.sjsu.edu/senate/docs/S14-7.pdf>.

Student Technology Resources (Optional)

Computer labs for student use are available in the [Academic Success Center](http://www.sjsu.edu/at/asc/) at <http://www.sjsu.edu/at/asc/> located on the 1st floor of Clark Hall and in the Associated Students Lab on the 2nd floor of the Student Union. Additional computer labs may be available in your department/college. Computers are also available in the Martin Luther King Library. A wide variety of audio-visual equipment is available for student checkout from Media Services located in IRC 112. These items include DV and HD digital camcorders; digital still cameras; video, slide and overhead projectors; DVD, CD, and audiotape players; sound systems, wireless microphones, projection screens and monitors.

SJSU Peer Connections (Optional)

Peer Connections, a campus-wide resource for mentoring and tutoring, strives to inspire students to develop their potential as independent learners while they learn to successfully navigate through their university experience. You are encouraged to take advantage of their services which include course-content based tutoring, enhanced study and time management skills, more effective critical thinking strategies, decision making and problem-solving abilities, and campus resource referrals.

In addition to offering small group, individual, and drop-in tutoring for a number of undergraduate courses, consultation with mentors is available on a drop-in or by appointment basis. Workshops are offered on a wide variety of topics including preparing for the Writing Skills Test (WST), improving your learning and memory, alleviating procrastination, surviving your first semester at SJSU, and other related topics. A computer lab and study space are also available for student use in Room 600 of Student Services Center (SSC).

Peer Connections is located in three locations: SSC, Room 600 (10th Street Garage on the corner of 10th and San Fernando Street), at the 1st floor entrance of Clark Hall, and in the Living

Learning Center (LLC) in Campus Village Housing Building B. Visit [Peer Connections website](http://peerconnections.sjsu.edu) at <http://peerconnections.sjsu.edu> for more information.

SJSU Writing Center

The SJSU Writing Center is located in Clark Hall, Suite 126. All Writing Specialists have gone through a rigorous hiring process, and they are well trained to assist all students at all levels within all disciplines to become better writers. In addition to one-on-one tutoring services, the Writing Center also offers workshops every semester on a variety of writing topics. To make an appointment or to refer to the numerous online resources offered through the Writing Center, visit the [Writing Center website](http://www.sjsu.edu/writingcenter) at <http://www.sjsu.edu/writingcenter>. For additional resources and updated information, follow the Writing Center on Twitter and become a fan of the SJSU Writing Center on Facebook. (Note: You need to have a QR Reader to scan this code.)

SJSU Counseling Services (Optional)

The SJSU Counseling Services is located on the corner of 7th Street and San Fernando Street, in Room 201, Administration Building. Professional psychologists, social workers, and counselors are available to provide consultations on issues of student mental health, campus climate or psychological and academic issues on an individual, couple, or group basis. To schedule an appointment or learn more information, visit [Counseling Services website](http://www.sjsu.edu/counseling) at <http://www.sjsu.edu/counseling>.

PHOT 40/Beginning Photography, Fall 2017 Course Schedule

This schedule is subject to change with fair notice and I will let you know in class and send via email.

Course Schedule

Week	Date	Topics, Readings, Assignments, Deadlines
1	08/23/17	Introduction: Attendance, Syllabus and Course Assignments Overview, Intro to Canvas. Bring images of your own work, or the work of an artist who has influenced you to next class for discussion. First Project Introduction – Light and Shadow
2	08/28/17	Presentations of students own work or an artist who has influenced them. Sign-Up for Photographer Presentations.
2	08/30/17	PowerPoint on Camera Operation/Functions. Lecture on ISO, aperture, shutter speed.

		Bring cameras and it's manual to class and if you don't have the printed manual, bring your laptop and find it online. We will practice in class and answer questions on camera operation. Shooting Assignment.
3	09/04/17	Introduction to Adobe Lightroom. Creating a Catalog and Importing. Start Photographer Presentations.
3	09/06/17	Lecture on Image and basic photo editing in Adobe Lightroom. Shooting Assignment.
4	09/11/17	Lecture on Composition. First Project Progress Check.
4	09/13/17	Printing Demo
5	09/18/17	Print
5	09/20/17	Print
6	09/25/17	First Project is Due. Critique
6	09/27/17	Critique
7	10/02/17	Second Project Introduction- Passion. Videos and links related to the project. Lecture about photographers.
7	10/04/17	Lecture about photographers. Matting and Framing Demo/Practice.
8	10/09/17	Second Project Progress Check. Lecture on Portrait Photography. Introduction to Third Project: Portraiture.
8	10/11/17	Print
9	10/16/17	Print
9	10/18/17	Second Project is Due. Critique.
10	10/23/17	Critique
10	10/25/17	Lecture on Portrait Photography. Pick a partner and photograph each other on campus.

11	10/30/17	Work on images from Shooting Assignment. Lecture about how to write an Artist Statement and description of your work.
11	11/01/17	Field Trip to San Jose Museum of Art. Gallery report to be written about San Jose Museum of Art visit.
12	11/06/17	Third Project Portraiture and Gallery report is due! Critique. Fourth project Time Capsule introduced.
12	11/08/17	Critique
13	11/13/17	Lecture about photographers. Rilke reading impressions and discussion.
13	11/15/17	Advancement to Candidacy (ATC). Attend ATC as a class.
14	11/20/17	Last day for students photographer presentations.
14	11/22/17	Print
15	11/27/17	Writing assignment for Rilke is due! Print day.
15	11/29/17	Artist Statements for your final project is due! Print.
16	12/04/17	Artist Statement presentations.
16	12/06/17	Fourth Project(final project) is due!! Critique
17	12/11/17	Critique
17	12/13/17	Final Exam Day. Critique continued and potluck!!