San José State University  
Department of Art & Art History  
Phot 40 - 21751, Beginning Photography, Section 01, Spring 2018

Course and Contact Information

Instructor: Victoria Heilweil
Office Location: DH 401A
Telephone: Please email
Email: victoriaheilweil@gmail.com
Office Hours: Mondays/Wednesdays, 11:00am-12:00pm by appointment
Class Days/Time: Monday/Wednesday 12:00pm-2:50pm
Classroom: DH 410
Department Office: ART 116
Department Contact: Website: www.sjsu.edu/art  Email: art@sjsu.edu

MYSJSU Messaging
Course materials such as syllabus, handouts, notes, assignment instructions, etc. can be found on Canvas Learning Management System course login website at http://sjsu.instructure.com. You are responsible for regularly checking with the messaging system through MySJSU at http://my.sjsu.edu (or other communication system as indicated by the instructor) to learn of any updates.

Catalog 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) camera. Requires Adobe Lightroom.
Course Content and Objectives
This beginning course will teach you the technical, aesthetic and conceptual components of black and white digital photography. The class will introduce you to the language of image making, with assignments designed to hone both your technical skills, and develop your ability to communicate as an artist. This semester you will learn the ins and outs of handling your DSLR camera, adjusting your images using Adobe Lightroom, and making gorgeous inkjet prints of your photographs.

The class includes four shooting assignments, a photographic book, two papers and one exam. In addition there will be four smaller exercises, done both in-class and as homework, to help you build your technical and composition skills. Each assignment is designed to inspire your personal vision and creativity. Self-expression through the medium of photography is strongly encouraged. You will leave the course with a group of photographs that you should be proud to put on your wall.

In addition to technical lectures that will cover basic camera use, exposure, and composition, you will also be introduced to a variety of photographic work through digital slide lectures and discussions covering not only well-known historically significant photographic artists, but more recent trends in photography as well. We will take a class field trip to the San Jose Institute of Contemporary Art, and will participate in the Photo Program Field trip to San Francisco this semester.

Some open lab time will be scheduled during class to allow you to work on your projects, though you will find that you will need additional time to allow you to work at your own pace. Students are not allowed to print without instructor supervision, so it is vital that you be here on time and prepared to print on print days.

You will not have opportunities to print outside of class at SJSU.

Time management is important for great work and you should plan to work on other aspects of your projects (shooting, post production, and preparing your work for critique) on your own.

Course Learning Outcomes (CLO)
Upon successful completion of this course, students will be able to:
CLO 1 Understand manual DSLR camera operation
CLO 2 Understand the basic compositional and formal elements of the photographic image
CLO 3 Understand digital camera settings and controls and their effects
CLO 4 Learn to successfully import, enhance, export/print images using Adobe Lightroom
CLO 5 Gain an overview of relevant historic and contemporary photographic artists
CLO 6 Express complex concepts visually using black and white digital photography

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CLO 7 Understand and utilize color management and printing
CLO 8 Develop a small portfolio of professionally presented and thoughtful work
CLO 8 Learn to work within deadlines: complete five assignments, four exercises, and two writing assignments within assigned deadlines

Required Texts/Readings

Textbook
Available through Amazon and other online sources.

Other Readings
Additional readings may be assigned and made available on the class Canvas page and distributed in class.

Equipment / Material Requirements
I will discuss materials more specifically the first day of class.

• Digital DSLR Camera: Must have a minimum of 6-mega-pixel capacity and a full "manual mode" (able to manually adjust both shutter speed and aperture). Must be able to shoot RAW.
• Memory card for your camera: At least 1GB is recommended.
• Laptop: You are required to have your own laptop computer to take this course. You will need at least 40GB of space on your hard drive for this course.
• Card Reader/Cable: if needed for your computer.
• Adobe Lightroom: This is free to download through the university.
• USB Thumb Drive/Memory Stick: 1GB minimum
• Hard Drive: Recommended
• Portfolio Box: To hold prints, I will go over size in class.
• Envelope to turn in assignments
• Paper will be provided, however you will produce a book for your final project and will be responsible for covering the cost of the book yourself. Cost will vary based on physical size of book (dimensions), number of pages, and quality.
• Mat Board: At least two 16 x 20", 4 ply, white acid free mat boards. You will not need this until later in the semester and I will go over this in more detail then.

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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.

Basic training powerpoint: http://www.sjsu.edu/fdo/docs/hazmatandlabsafetyguidance.pdf

Library Liaison
Aliza Elkin (aliza.elkin@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 about student workload can be found in University Policy S12-3 at http://www.sjsu.edu/senate/docs/S12-3.pdf.

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 but mandatory. This includes asking questions, which can have a positive effect on your class participation grade. I expect you to attend all critiques, whether or not you have work to show. Failure to do so could negatively effect your class participation grade. Your voice is critical to the success of this class. If you are experiencing extenuating circumstances it is your responsibility to make me aware of your situation when it occurs. Giving me a list of personal difficulties you had at the end of the semester won’t be very effective in terms of attempting to lobby for a higher grade.

Final Exam

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The Final Exam is a required class. Missing it without prior arrangements or a personal or family emergency will result in an F for your participation grade, and may result in not passing the class despite all previous work being turned in. At the Final Exam we will be finishing up our critiques of The Book and I will be returning all graded to work to you. The Final Exam is on **Wednesday, May 16th from 9:45am-12:00pm.**

**Grading Information**

**Determination of Grades**
I strongly encourage risk taking in this class, and thoughtful experimentation will help increase your grade. Your assignments will be graded on your technical achievements and your creative solutions to the challenges given. The work created in class will be evaluated based on the following criteria.

A  **Outstanding:** thoughtful and intelligent ideas presented in a clear, organized, and engaging manner; among the very best.

B  **Above Average - Good:** the ideas are interesting and successfully presented; shows potential, but not necessarily distinctive; roughly equal in quality to the majority of work completed by other students.

C  **Average - Mediocre:** achieves minimum requirements of the assignment, but not particularly clear, nor ambitious. Quality of work is below that of most other projects submitted. May be above average idea presented in incomplete state.

D  **Unsatisfactory:** does not satisfy the minimum requirements of the assignment; generally unsatisfactory in terms of quality and clarity.

F  You didn't submit an assignment.

**Grading Breakdown**
- Exercises 10%
- 3 Assignments 30%
- Research Paper/Assignment 20%
- Final Project/Book 20%
- San Jose ICA Paper 5%
- Exam 5%
- Class Participation 10%

**Numeric Grade Equivalents:**
- 97 - 100%  **A+**
- 93 - 96.9%  **A**
90 - 92.9%  A-
87 - 89.9%  B+
83 - 86.9%  B
80 - 82.9%  B-
77 - 79.9%  C+
73 - 76.9%  C
70 - 72.9%  C-
67 - 69.9%  D+
63 - 66.9%  D
60 - 62.9%  D-
Below 60%  F

Late assignments will be reduced by one letter grade for each week it is late, unless advance notice is given to me and I have approved the late submission. Documented personal, family and health emergencies are exempt from this late policy.

Please note: Except in cases of documented emergencies which have been discussed with me, incomplete grades are not given in this course.

Extra credit
There are a variety of extra credit opportunities in class which include going on the Photo Department SF Field Trip, attending PhotoFairs in San Francisco and attending any photo related Tuesday night lectures at SJSU. You get additional extra credit for writing a paper on any of these events and you may do an additional gallery report to improve your grade. Papers require critical analysis, not just personal opinion.

Classroom Protocol
All students are expected to conduct themselves in a professional manner conducive to a university learning environment. This includes being on-time to class. Walking in late is not only disrespectful, but you will also have missed important class information. You are expected to be respectful to your peers as well as myself.

Laptop Etiquette
Please use your laptops in respectful manner. Laptop use will be abundant for taking notes and for working in post process on your photographs. It will NOT BE USED for FB, email, or other non-relevant, to this course, use. Laptops should remain closed during critiques. Please show respect for me and those around you. Failure to follow the laptop etiquette will effect your class participation grade.

And BTW, we instructors know when you are on these sites. We do see you, we just do not always address it because it will break the tempo of the classroom lecture.
Cell Phone Etiquette
Ringers on cell phones should be turned off during class time. Leaving the class to take a call should only be done in emergencies. Ditto for texting. Again, please show respect for those around you.

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 at http://www.sjsu.edu/gup/syllabusinfo/

PHOT 40/Beginning Photography, Spring 2018, Course Schedule

Schedule is subject to change with fair notice. Notice will be given verbally, in class, and sent via email. In the event of a more substantial change, you will be given an updated syllabus.

Course Schedule

<table>
<thead>
<tr>
<th>Week</th>
<th>Date</th>
<th>Topics, Readings, Assignments, Deadlines</th>
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| 1    | Wed 1/24 | Introductions  
Class overview and expectations, syllabus and materials.  
**Homework:** Bring camera to next class!  
**Read Chapter 3** |
| 2    | Mon 1/29 | Camera Basics: Exposure Triangle, Manual Mode, Lenses  
In-Class Exercise: Lenses  
Exercise: 100 Photos  
**Homework:** Take 100 Photos.  
**Read Chapter 6**  
**Bring laptop with Lightroom installed to next class!** |
| 2    | Wed 1/31 | Lightroom: Interface, Importing, Rating, Collections, Exporting  
Review 100 Photos  
**Homework:** Read Chapters 5 & 10 |
| 3    | Mon 2/5  | Light  
Lightroom: Converting to black and white  
In-Class Exercise: Portraits |
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<tr>
<td><strong>Homework:</strong> Select Portraits and convert to black and white. Read Chapters 2 &amp; 4.</td>
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| 3 | Wed 2/7 | Review Portraits Composition and Aesthetics Camera Technique: Equivalent Exposure, Histogram, Metering Exercise: Scavenger Hunt **Introduce Assignment #1: Light as Subject**  
**Homework:** Photograph and Select Scavenger Hunt photos. Read Chapter 7. |
|   | Wed 2/14 | In-Class Exercise: DOF/Motion  
**Homework:** Convert DOF/Motion Exercise to black and white, make contact sheet for DOF/Motion Exercise. Continue photographing Light as Subject. |
| 5 | Mon 2/19 | Review DOF/Motion Exercise  
**Homework:** Finish photographing Light as Subject. Read Chapter 8. |
| 5 | Wed 2/21 | Lightroom: Basic Adjustments Print Demo/Printing  
Work Time Assignment #1  
**Homework:** Finish Contact sheets and adjustments for Light as Subject. |
|   | Sat 2/24 | PhotoFairs at Fort Mason in San Francisco! |
| 6 | Mon 2/26 | **Introduce Assignment #2: The Visceral Photograph**  
Work Time and Printing Assignment #1  
**Homework:** Begin Photographing The Visceral Photograph. |
| 6 | Wed 2/28 | **Light as Subject Assignment Due/Critique!**  
Review for Camera Quiz  
**Homework:** Continue Photographing The Visceral Photograph. Study for Camera Quiz |
| 7 | Mon 3/5 | **Camera Quiz**  
Lightroom: Cropping, Edge Burning  
Work Time The Visceral Photograph |
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<tr>
<th>Week</th>
<th>Date</th>
<th>Event/Activity</th>
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<tr>
<td>7</td>
<td>Wed 3/7</td>
<td>Work Time and Printing The Visceral Photograph</td>
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<td><strong>Introduce Assignment #3: Inspiration</strong></td>
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<td>Homework: Research and select photographer for paper. Read Chapter 1.</td>
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<td>8</td>
<td>Mon 3/12</td>
<td><strong>The Visceral Photograph Assignment Due/Critique!</strong></td>
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<td>Lightroom: Adjustment Brush, Tinting</td>
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<td>Individual Meetings</td>
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<td><strong>Homework: Begin researching and photographing for Inspiration. Read Chapter 11.</strong></td>
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<tr>
<td>8</td>
<td>Wed 3/14</td>
<td>San Jose Institute of Contemporary Art Field Trip</td>
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<td><strong>Homework: Writing and photographing for Inspiration. Write San Jose ICA paper.</strong></td>
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<td>9</td>
<td>Mon 3/19</td>
<td><strong>Introduce The Book</strong></td>
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<td>Individual Meetings</td>
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<td>Work Time/Printing for Inspiration</td>
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<td><strong>Homework: Writing, photographing and adjusting images for Inspiration. Read Chapter 12.</strong></td>
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<td>9</td>
<td>Wed 3/21</td>
<td>Individual Meetings</td>
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<td>Work Time/Printing for Inspiration</td>
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<td><strong>San Jose ICA Paper Due</strong></td>
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<td><strong>Homework: Write Proposal for The Book. Complete Inspiration.</strong></td>
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<td>10</td>
<td>Mon 3/26</td>
<td>Spring Break!</td>
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<tr>
<td>10</td>
<td>Wed 3/28</td>
<td>Spring Break!</td>
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<tr>
<td>11</td>
<td>Mon 4/2</td>
<td><strong>The Book Proposal Due</strong></td>
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<td>Review Book Proposals</td>
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<td>Final <strong>Work Time/Printing for Inspiration</strong></td>
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<td><strong>Homework: Begin photographing for The Book.</strong></td>
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<tr>
<td>11</td>
<td>Wed 4/4</td>
<td><strong>Inspiration Assignment Due/Critique!</strong></td>
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<td>Critique Inspiration</td>
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<td><strong>Homework: Continue photographing for The Book.</strong></td>
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<td>Sat 4/7</td>
<td><strong>Photo Department San Francisco Field Trip to SFMOMA!</strong></td>
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<tr>
<th>Date</th>
<th>Day</th>
<th>Event</th>
<th>Homework</th>
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<tr>
<td>12</td>
<td>Mon 4/9</td>
<td><strong>Optional Extra Credit Paper Due</strong></td>
<td>Critique Inspiration&lt;br&gt;Artist Statement&lt;br&gt;Printing and designing book&lt;br&gt;Homework: Continue working on The Book, Write draft of Artist Statement.</td>
</tr>
<tr>
<td>12</td>
<td>Wed 4/11</td>
<td><strong>Mid-Critique for The Book: Review Images and Artist Statement</strong></td>
<td>Homework: Continue working on The Book.</td>
</tr>
<tr>
<td>13</td>
<td>Mon 4/16</td>
<td><strong>Work Time The Book</strong></td>
<td>Individual Meetings&lt;br&gt;Homework: Continue working on The Book.</td>
</tr>
<tr>
<td>14</td>
<td>Mon 4/23</td>
<td><strong>Send The Book to be printed!</strong></td>
<td>Work Time The Book&lt;br&gt;Individual Meetings&lt;br&gt;Homework: Continue photographing Revisit/Redo/Iterate. Read Chapter 9.</td>
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<tr>
<td>14</td>
<td>Wed 4/25</td>
<td><strong>Demo Window Matting</strong></td>
<td>Printing and mounting for Class Exhibition&lt;br&gt;Work Time Revisit/Redo/Iterate&lt;br&gt;Homework: Continue working on Revisit/Redo/Iterate.</td>
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<tr>
<td>15</td>
<td>Mon 4/30</td>
<td><strong>Install Class Exhibition</strong></td>
<td>Work Time Revisit/Redo/Iterate&lt;br&gt;Class Exhibition Reception: Tuesday, 5/1 6-8pm&lt;br&gt;Homework: Continue working on Revisit/Redo/Iterate.</td>
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<tr>
<td>15</td>
<td>Wed 5/2</td>
<td><strong>Work Time and Printing Revisit/Redo/Iterate</strong></td>
<td>Homework: Continue working on Revisit/Redo/Iterate.</td>
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<tr>
<td>16</td>
<td>Mon 5/7</td>
<td><strong>Final Work Time and Printing Revisit/Redo/Iterate</strong></td>
<td>Homework: Complete Revisit/Redo/Iterate.</td>
</tr>
<tr>
<td>16</td>
<td>Wed 5/9</td>
<td><strong>Assignment Due/Critique: Revisit/Redo/Iterate</strong></td>
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<tr>
<td>17</td>
<td>Mon 5/14</td>
<td><strong>Assignment Due/Critique: The Book</strong></td>
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| Final Exam* | Wednesday 5/16 9:45am-12:00pm | Class Party!  
Return all work to students.  
Additional Critiques as necessary. |

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Department of Art & Art History