Department of Art & Art History
Phot 115 (24322), Int Digital Imaging, 03, Fall, 2016

Contact Information

Instructor: H.Keay Edwards
Office Location: Duncan Hall 402
Telephone: 408-924-4315
Email: k.edwards@sjsu.edu
Office Hours: Th 5pm
Class Days/Time: Tues & Thurs 6:00PM-8:50PM
Classroom: Industrial Studies Room 219
Prerequisites: Phot 40

Server Information –Assignments, Readings, Handouts
Assignments, readings, handouts and other information will be located on the Photography Department server and on CANVAS where you may pick them up and print them out when made available. Due to our efforts to make the School of Art and Design a “paperless” environment hard copies will NOT be handed out in class.
Our server address is: http://photo.sjsu.edu
Once at the Photo department site, choose “resources” and then "Login" under “Instructional Course Materials.” This will bring up an interactive user window.
User ID and password:
Your User ID is:
Your Password is:
You will find materials for this course located in the “Edwards” folder. Both the User ID and Password ARE case sensitive, so be sure to use lower case where indicated. Please let me know if you have problems accessing the site.
Course Description
An intermediate level survey course investigating the unique possibilities afforded by contemporary digital imaging. Includes preparation of images for presentation print, video, or web. Emphasizes making digital tools relevant to the ongoing development of student work and professional workflow and image editing methods. Photo 40, Beginning Photography is the prerequisite for this class.

Course Goals and Learning Objectives
The tools for digital image making are the latest in a long line of innovations created for business and/or technological purposes prior to their adoption by the artistic community. This heritage is shared with other media such as photography, film, video, and printing. Even oil paint was once a new technological achievement. Like all practical tools, in the hands of artists, digital media possess the potential to journey far beyond the realm of practical production; to inform, move, provoke and manifest the landscape of dreams. This course will provide an introduction to Photoshop and basic file management safeguards. It will also offer the skills necessary to complete your first time-based video projects with video applications like i-movie and Premiere. This course will additionally provide an introduction to the work of many prominent artists/inventors in new media, as well as an overview of the current issues, concerns and interests circulating in the digital community, of which you will be interacting as a member.

You will be encouraged to bring the interests, ideas and the skills you have acquired over a lifetime into your work, acting as artists and inventors, expanding on ideas previously explored, and developing an individual direction. Experimentation, risk taking, and sharing knowledge and skills (teaching) will be required of each individual. Consider yourself a member of a team, working closely with your colleagues. Discussions and critiquing sessions, constructive criticism and creative problem solving will be rigorously pursued with the ongoing objective of promoting the intelligence of the work of every member of the class.

Art is not created in a vacuum. The artist is not a divinely inspired being who creates intuitively outside of culture, but an active consumer and producer of culture. Art is a form of communication. Understanding the content of imagery, considering intended audience and intent, recognizing the importance of working within a group (or movement in art history lingo), and taking responsibility for the power which images possess are all part of a vocabulary which has the potential to make you a more eloquent “speaker.”

Course Goals and Student Learning Outcomes
#1. Gain proficiency in or further develop Photoshop skills
#2. Gain proficiency in or further develop digital video editing skills.
#3. Gain a thorough grounding in current professional practice and digital workflow

#4. Learn to use your digital skills to complete fine art projects with interesting content and strong concepts

#5. Develop a firm understanding of the variables involved in digital output

Course Learning Outcomes (CLO)

#1, Will have proficiency in image digital image editing and production.
#2, Will be able to demonstrate proficiency through class projects and Testing.

Required Texts/Readings

Other readings will be announced though Canvas

Other equipment / material requirements

1. You MUST have your own laptop computer to take this course.
2. You MUST have a copy of the Adobe Creative Suite CS6 or Creative Cloud
3. You will need a good size jump drive, flash card and drive and/or lots of CD's and DVD's to save large files onto.
4. You may need to purchase additional paper for your Photoshop/still image projects. Prices range depending on size and paper quality. More information on this in a few weeks.
5. Canned air: strongly recommended for scanning
6. White cotton gloves: strongly recommended for handling paper during printing
7. Large cardboard/plastic tube for transportation of digital prints – strongly recommended.
8. Depending on the size of your computer’s hard drive, you may want to buy more storage in the form of an external hard drive. Not mandatory but strongly recommended if you’re short on space Presentation materials – cost varies widely depending on what you choose.
**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](http://www.sjsu.edu/senate/docs/S12-3.pdf).

Assignment #1: Manipulated Portrait  
5% of Grade  
Project due 3rd week of instruction (date approximate)  
SLO #1, #4, #5

Assignment #2: Constructed Reality  
10% of Grade  
Project due 6th week of instruction (date approximate)  
SLO #1, #4, #5

Assignment #3: Random Acts of Imaging  
10% of Grade  
Project due 8th week of instruction (date approximate)  
SLO #1, #3, #4, #5

Assignment #4: Vintage Movie Poster  
10% of Grade  
Project due 12th week of instruction (date approximate)  
SLO #1, #3, #4, #5

Midterm Practical Examination  
30% of Grade. A practical exam is administered covering common industry imaging tasks. Grade is determined by accessing how well the tasks are performed in a set time period.  
Exam administered the 10th week of instruction (date approximate)

Assignment #5: Video and Sound Project  
25% of Grade  
Project due 14th week of instruction (date approximate)  
SLO #1, #2, #3, #4, #5

Participation Grade:
10% of Grade. Grade determined by in class observation and relevance of comments to the specific topic being covered at the time. Grade is updated throughout the semester.

Grading Policy

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.

Final Grade

Your final grade will be based on an average of 5 projects (for a total of 60%), a midterm practical exam (30%), class participation (10%).

I use Canvas's grade book for grading. The rubric:
A=95-100, A-= 90-95, B+= 85-90, B=80-85, B-=75-80, C+=70-75, C=65-70, C-=60-65, D=50-60, F= -50

Reading/writing Assignments & journals

In addition to projects, I will give reading assignments which will be addressed during class discussions.

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. 10% of your final 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. Giving me a list of difficulties you had at the end of the semester won’t be very effective in terms of attempting to lobby for a higher grade.
Make Ups and Late Work
It is your responsibility to make up missed class sessions or late work. If you must miss a class, please send me an e-mail (preferably before the missed day) and I'll let you know what you will be missing. Many class lectures and demonstrations cannot be repeated or made up. Any deadline missed will result in lowering the assignment grade one letter for each week that it is late. Again, talk to me if you are having problems. **Do not miss critique days**, even if you don’t have work to show. I will be much more likely to accept excuses for late work if you attended the critique. Assignments take two days to critique in a class of this size. I **expect you to attend both days of the critique**. Failure to do so, will lower the given assignment grade by a half letter grade, and could effect your Class Participation grade as well. Your voice is critical to the success of this class. I am equally disappointed by missed discussions.

Classroom Protocol

*Laptop Etiquette*

Please use your laptops in respectful manner. It is fine to have laptops open during open lab time, or during demos or lectures when asked to follow along or take notes. Laptops should remain closed during critiques or films. Answering email, instant messaging, running irrelevant Google searches or working on projects from another class are all off limits during anything other than open lab time.

*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. Web browsing or other handheld device use is not permitted during class activities.

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](http://www.sjsu.edu/senate/docs/S90-5.pdf) 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 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:

1. “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.”

2. 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.

3. 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.

1. “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.

Accommodation to Students' Religious Holidays
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 at http://www.sjsu.edu/senate/docs/S14-7.pdf.

Student Technology Resources
Computer labs for student use are available in the Academic Success Center 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
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 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 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

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 at http://www.sjsu.edu/counseling.
## Phot 115 / Int Digital Imaging, Fall 2014, Section 1
### Schedule

<table>
<thead>
<tr>
<th>WEEK</th>
<th>TOPIC</th>
<th>SLO ADDRESSED</th>
</tr>
</thead>
<tbody>
<tr>
<td>Week 1</td>
<td>Greensheet, Course goals, Student Photos.</td>
<td>1</td>
</tr>
<tr>
<td>Week 2</td>
<td>Adobe Bridge, image ratings, raw formats,</td>
<td>1, 3, 4</td>
</tr>
<tr>
<td>Week 3</td>
<td>PS Basics, Assignment #1</td>
<td>1</td>
</tr>
<tr>
<td>Week 4</td>
<td>PS Basics Continued,</td>
<td>1</td>
</tr>
<tr>
<td>Week 5</td>
<td>Image Optimization/Masking</td>
<td>1, 3, 4, 5</td>
</tr>
<tr>
<td>Week 6</td>
<td>Color</td>
<td>1, 3, 4, 5</td>
</tr>
<tr>
<td>Week 7</td>
<td>Shooting for Digital &amp; basic compositing</td>
<td>1, 3, 4, 5</td>
</tr>
<tr>
<td>Week 8 Oct</td>
<td>Automation</td>
<td>1, 3, 4, 5</td>
</tr>
<tr>
<td>Week 9</td>
<td>Advanced Compositing</td>
<td></td>
</tr>
<tr>
<td>Week 10</td>
<td>Midterm</td>
<td>1, 3, 4, 5</td>
</tr>
<tr>
<td>Week 11</td>
<td>Video &amp; Sound</td>
<td></td>
</tr>
<tr>
<td>Week 12</td>
<td>Video Basics</td>
<td>2</td>
</tr>
<tr>
<td>Week 13</td>
<td>Video Lighting</td>
<td>2</td>
</tr>
<tr>
<td>Week 14</td>
<td>Web</td>
<td>1, 3, 4, 5</td>
</tr>
<tr>
<td>Week 15</td>
<td>Last Day of Instruction</td>
<td>1, 2, 3, 4, 5</td>
</tr>
<tr>
<td>Week 16</td>
<td>Final Crit</td>
<td>1, 2, 3, 4, 5</td>
</tr>
<tr>
<td>Friday Dec 11th</td>
<td>Final Exam Day</td>
<td>Final Exam Critique Continued</td>
</tr>
</tbody>
</table>