

**San José State University  
Department of Art & Art History**

**PHOT40, Beginning Photography, Section 05, Fall, 2019**

**Course and Contact Information**

<b>Instructor:</b>	Sunny Jenson
<b>Office Location:</b>	Duncan Hall (DH) 410
<b>Telephone:</b>	Please Email
<b>Email:</b>	<a href="mailto:Sunny.jenson@sjsu.edu">Sunny.jenson@sjsu.edu</a>
<b>Office Hours:</b>	Tuesday/Thursday 3:00pm – 4:00pm or by appointment
<b>Class Days/Time:</b>	Tuesday/Thursday 12:00pm-2:50pm
<b>Classroom:</b>	Duncan Hall (DH), Room 410
<b>Department Office:</b>	ART 116
<b>Department Contact:</b>	Website: <a href="http://www.sjsu.edu/art">www.sjsu.edu/art</a> Email: <a href="mailto:art@sjsu.edu">art@sjsu.edu</a>

**Additional Contact Information**

- \* E-mail is generally the best method of contact during non-office hours.
- \* Please allow 48-hours for an e-mail response.
- \* Emergency: 911 Campus Escort: 42222
- \* Individuals with disabilities may contact the Disability Resource Center (DRC), Administrative Building 110, 408/ 924-6000, for a variety of formats such as Braille, large print, sign interpreters, assistive listening devices, audio tape and accommodations for physical accessibility.

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**“BE CURIOUS, NOT JUDGMENTAL.” –WALT WHITMAN**

**Course Format**

**Faculty Web Page and MYSJSU Messaging (Optional)**

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.

## **Technology Intensive**

You will need a digital camera with manual controls for exposure that also allows you to create RAW files and a compatible memory card with sufficient storage for 200-500 images. You will also need a laptop computer that has a current edition of Adobe Lightroom installed on it. Lightroom is free to all SJSU students taking a class that requires it. You can request your free copy here:

<http://www.sjsu.edu/campus/teaching-tools/adobe/index.html>

## **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 and Adobe Lightroom.

### **Course Goals**

In class we will be focusing on using a tool that will allow us to capture the subjects we choose. We will explore the fundamentals of light and the basics of what makes a photograph. Through lectures, discussion, demonstration, and critique; we will explore the main aspects of photography. As a class we will be learning about the basics of a camera and their functions, and learning how to print and mount quality images you can be proud of. The first part of the semester will provide you with technical fundamentals that includes camera controls, exposure techniques, and digital inkjet printing. The second half of the semester will put greater emphasis on the development of your aesthetic and conceptual skills.

### **Course Learning Outcomes (CLO)**

Upon successful completion of this course, students will be able to:

CLO 1 Manipulate manual DSLR camera operations to properly expose an image

CLO 2 Understand the basic compositional and formal elements of a photographic image and learning vocabulary that pertains to the subject of art and photography

CLO 3 Successfully import, edit, export, and print images using Adobe Lightroom

CLO 4 Discuss relevant historic and contemporary photographic artists

CLO 5 Express complex concepts visually using black and white digital photography

CLO 6 Present a small portfolio of professional and thoughtful work

CLO 7 Work within deadlines to complete photographic projects

### **Required Texts/Readings**

#### **Textbook**

There is no textbook required for this course. We will be going over all of the necessary elements of camera use and Lightroom in class. When possible, demonstrations, lectures, and Lightroom tutorials will be provided via Canvas.

## Other Readings

Light and lens: photography in the digital age - Free access to book online through MLK library \*recommended\*

<<https://proquest-safaribooksonline-com.libaccess.sjlibrary.org/book/photography/9781317371700>>

## Other technology requirements / equipment / material

### 1) Digital Camera

- a) Must have a megapixel quality of 12 or higher. (Negotiable)
- b) Must be able to capture images in full Manual Mode.  
(able to manually adjust both shutter speed and f/stops)
- c) Must be able to capture images in Camera Raw .

The more automatic your camera is, the less control you will have over your images, and the less opportunity you will have to experiment.

2) Memory card for your camera, backup(s) recommended.

3) Laptop is required for this class.

4) Adobe Lightroom Classic CC installed for image managing/editing. \*\*(available free through SJSU)

5) USB Flash drive or external hard drive for turning in assignments and printing.

6) Card Reader or USB Cable for transferring photographs, unless your laptop has the necessary port.

7) Portfolio or Portfolio Box - used to transport your prints.

8) White cotton gloves to handle your prints without damage is recommended.

9) Optional: Flash, tripod, shutter cable

10) Presentation Materials such as mat board or alternative materials for presentation of work.

a) Must have 3 white mat boards 11x14"

b) Must have 3 dry mounting adhesive tissue for low temperature bonding (175-200 degrees F) 8x10"

c) For the Final Project you will have a choice to make a book or print and mount 10 photographs.

\*\*\* Might want to consider buying supplies in groups.

## Suggested Local Vendors:

Foto Express- 304 E Santa Clara Street, San Jose (408) 971-3977

Kaufman's Camera- 154 W. 25th Ave, San Mateo (650) 574-3429

Bear Images- 417 Lambert Ave., Palo Alto, 94306 (650) 813-9820

Adolf Gasser- 181 2nd Street, SF (415) 495-3852

Samy's Camera- 1090 Bryant Street, SF (415)621-8400

Mike's Camera - 7192 Regional St, Dublin (925) 829-3670

715 Santa Cruz Ave, Menlo Park (650) 323-7701

Looking Glass Photo & Camera - 1045 Ashby Ave, Berkeley (510) 548-6888

## ONLINE Vendors:

Adorama - NY, <https://www.adorama.com/>

B&H Photo - NY, <https://www.bhphotovideo.com/>

Freestyle Photo - Los Angeles, <https://www.freestylephoto.biz/>

KEH - great for buying used camera equipment, <https://www.keh.com/>

## **Library Liaison**

Art& Art History: Gareth Scott ([gareth.scott@sjsu.edu](mailto:gareth.scott@sjsu.edu))

Phone: (408) 808-2094

Website: <https://libguides.sjsu.edu/art>

## **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 three hours per unit per week, including preparing for class, participating in course activities, completing assignments, and so on.

## **Final Examination or Evaluation**

**The Final Exam will consist of a final critique of your final project and is a requirement of this class. Missing it without prior arrangements or a personal / 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.**

The Final Exam is on **Tuesday, December 17th from 9:45am-12:00pm.**

## **Printing Days:**

Printing sessions are scheduled in advance for each assignment with the class being divided into two groups. You must be present for your scheduled printing day, otherwise you will fail the assignment. Printing is done only during class time and under the supervision of the professor. You will not have opportunities to print outside of class at SJSU and cannot use outside facilities.

## **Grading Information**

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.

## **Relative Weight of Assignments:**

1st Project: (Source of Light):	10 pts
2nd Project (Uncovering the Self):	10 pts
3rd Project (Portrayed Portraits):	15 pts
4th Project (Fascination Documentation):	15 pts
Final Project/Book (Conceptual):	20 pts
Daily Photo Journal:	10 pts
Class Participation:	10 pts
Lab Participation:	10 pts
Total Points Possible:	100 pts

**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-
> 60%	F

**Extra Credit:**

In order to receive extra credit for this class you will need to attend at least one of the following events and write a one page, double spaced report on it. These papers will need to provide insight and critical analysis in order to qualify for extra credit.

- SJSU Photo Department Field Trip to San Francisco
- Photo Fairs in San Francisco
- Any photo related Tuesday night lectures at SJSU
- Class trip to ICA or SJ Art Museum
- Guest artist talks

You may attend and write about more than one event during the semester.

### **Class Participation:**

The only way for you to successfully complete this class is to be present and active participant. Your participation in the form of regular involvement in activities and discussions is required and failure to do so will negatively impact your participation grade. You are expected to attend and participate in all class critiques as both a presenter and a critique. If you are experiencing extenuating circumstances it is your responsibility to make me aware of your situation when it occurs.

### **Make Ups and Late Work:**

Late assignments will not be accepted after one week past their due date and will be reduced by one half letter grade for each class period they are 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.

### **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. You will be expected to be on time, engaged and present throughout class meetings, critiques and lectures. Students are encouraged not only to engage with their instructor regarding their work, but also with the other students within the class. Participation in group critique is both expected and mandatory.

### **Laptop Etiquette:**

Laptop usage beyond editing photographs for this class is prohibited.

### **Cell Phone Etiquette:**

Cell phone use is absolutely prohibited in the class.

Failure to follow the laptop and cell phone etiquette will affect your class participation grade.

### **University Policies**

#### **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>

### **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. To learn important campus information, view University Policy S16-15 at <http://www.sjsu.edu/senate/docs/S16-15.pdf> and SJSU current semester's Policies and Procedures at <http://info.sjsu.edu/static/policies/policies.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 address the issue, it is recommended that the student contact the Department Chair as the next step.

### **Dropping and Adding**

Students are responsible for understanding the policies and procedures about add/drop, grade forgiveness, etc. Add/drop deadlines can be found on the current academic year calendars document on the Academic Calendars webpage at [http://www.sjsu.edu/provost/academic\\_affairs/resources/academic\\_calendars/](http://www.sjsu.edu/provost/academic_affairs/resources/academic_calendars/). Students should be aware of the current deadlines and penalties for dropping classes.

September 3 (Tuesday) - Last day to drop classes or withdraw from SJSU without a "W" grade. It is your responsibility to drop your classes in MySJSU.

September 10 (Tuesday):

- Last day to add classes (includes switching a section of a class to another section of the same class).
- Last day to submit petitions for CR/NC (Credit/No Credit) and audit options.
- Late registration fees charged after September 10 -- go to [sjsu.edu/bursar/](http://sjsu.edu/bursar/)

November 15 (Friday):

- Last day to submit late drop/withdrawal requests, except for emergency situations clearly beyond your control.
- Last day to submit late enrollment request for current term late enrollments.

Student Services Center Hours (Effective August 12)

Monday - Thursday, 8:00 am - 5:15 pm (Cashiering closes at 4:30 pm)

Friday, 9:00 am - 4:30 pm

Information about the latest changes and news is available at the Advising Hub , <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 green sheet 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.
4. "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, learning is evidenced by your enrollment at San Jose State University. The University Academic Integrity Policy F15-7 at <http://www.sjsu.edu/senate/docs/F15-7.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. Visit the Student Conduct and Ethical Development website as 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](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.

### **Student Technology Resources**

Computer labs and other resources for student use are available in:

- o Academic Success Center at <http://www.sjsu.edu/at/asc/> located on the 1st floor of Clark Hall
- o Academic Technology Computer Center at <http://www.sjsu.edu/at/hd/> on the 1st floor of Clark Hall
- o Associated Students Computer Services Center at <http://as.sjsu.edu/ascsc/> on the 2nd floor of the Student Union
- o Student Computing Services at <http://library.sjsu.edu/student-computing-services/student-computing-services-center>
- o Computers at the Martin Luther King Library for public at large at <http://library.sjsu.edu/reserve-studymeeting-room/computers-king-library>

o Additional computer labs may be available in your department/college

A wide variety of audio-visual equipment is available for student checkout from Media Services located in IRC 112.

### **SJSU Peer Connections**

Peer Connections’ free tutoring and mentoring is designed to assist students in the development of their full academic potential and to inspire them to become independent learners. Peer Connections tutors are trained to provide content-based tutoring in many lower division courses (some upper division) as well as writing and study skills assistance. Small group and individual tutoring are available. Peer Connections mentors are trained to provide support and resources in navigating the college experience. This support includes assistance in learning strategies and techniques on how to be a successful student. Peer Connections has a learning commons, desktop computers, and success workshops on a wide variety of topics. For more information on services, hours, locations, or a list of current workshops, please 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>.

**Emergency Phone Numbers**

Emergency: 911  
Escort Service: 42222

**Department Advising**

For information about majors and minors in Art & Art History, for change of major/minor forms and a list of advisors: <http://www.sjsu.edu/art/> or the Art & Art History department office in ART 116, 408-924-4320, [art@sjsu.edu](mailto:art@sjsu.edu)

**SJSU Counseling Services**

The SJSU Counseling and Psychological Services is located on the corner of 7th Street and San Carlos in the new Student Wellness Center, Room 300B. Professional psychologists, social workers, and counselors are available to provide confidential 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 and Psychological Services website at <http://www.sjsu.edu/counseling>

**Shop Safety**

If you plan to use the Shop (located in the Art Building) for realization of any of your work this semester, you must take and pass the Shop safety test. Using the Shop is not specifically required for this course. Tests cost \$20 a year and are only conducted at the start of the semester. If you took and passed the test last semester, you do not need to take it again this semester. If you are interested in taking the test this semester, you should go to the shop asap and inquire about the testing dates. If you miss this opportunity, you will not be able to use the shop until after you take and pass the test next semester, during the testing period.

**PHOT40, Section 05/ Beginning Photography, Fall 2019, Course Schedule**

*List the agenda for the semester including when and where the final exam will be held. Indicate the schedule is subject to change with fair notice and how the notice will be made available.*

**Course Schedule**

Week	Date	Topics, Readings, Assignments, Deadlines
1	TH 8/22	Go over the Syllabus

		Ice breaker: Getting to know you HW: Introduction Paragraph. (Check Canvas.)
1	TU 8/27	Lecture: History of Photography, and types of Photography HW: Write a brief paragraph about a photographer or photo that you saw in class that inspired you. (Check Canvas.)
2	TH 8/29	Lecture: Aperture, Shutter speed, and Depth of Field HW: Install Lightroom *Labor Day, Monday, closed campus
2	TU 9/3	Lightroom Tutorial, Import and organizational tools Introduce Assignment 1 The Source of Light: Slide Show and the Final
3	TH 9/5	Quick Review Bring Cameras (and manuals if available) To class Scavenger Hunt Activity Back to class and Upload photos for a classroom Slide Show HW: bring camera to next class if not done so already
3	TU 9/10	Lecture DOF/motion, equivalent exposure, bracketing HW: 30 images (contact sheet, printed)
4	TH 9/12	Soft Critique, (30 Images) with class, pick 5 images to edit. Journal Check 1
4	TU 9/17	Project 1 Due, Digital Critique, Upload images to Google Doc Go over Project 2: Uncovering the Self, how to take a self-portrait
5	TH 9/19	Watch Film, Project 2 Check with Instructor HW: Notes and Questions on canvas
5	TU 9/24	Print Day 1
6	TH 9/26	Print Day 2
6	TU 10/1	Project 2 Critique (1 printed photo 8x10") Discuss Project 3: Portrayed Portraits, how to take portraits
7	TH 10/3	Project 3 Check with Instructor Matting Tutorial
7	TU 10/8	Matting Tutorial Journal Check 2
8	TH 10/10	Print Day 1: sign up ahead of time
8	TU 10/15	Print Day 2: Sign up ahead of time
9	TH 10/17	Project 3 Critique: 3 photos printed (8x10") and matted (11x14")

		Discuss Project 4: Fascination Documentation
9	TU 10/22	Movie: Project check-in with Instructor
10	TH 10/24	Guest Speaker
10	TU 10/29	Print Day 1: sign Up ahead of time
11	TH 10/31	Print Day 2: sign up ahead of time *ATC Monday*
11	TU 11/5	Project 4 Critique: 1 print 16x20", with 4 other photographs in slide
12	TH 11/7	Critique Continue Go over Final and Artist Statements *Veterans Day, Monday, closed campus
12	TU 11/12	Field Trip???
13	TH 11/14	Lecture Talk about Film and Alternative Work Day Journal Check 3
13	TU 11/19	Work Day Rough Draft of Artist Statement due
14	TH 11/21	Work Day
14	TU 11/26	Turn In Book to get printed and shipped on time
15	TH 11/28	Happy Turkey Day! NO CLASS
15	TU 12/3	Print Day 1
16	TH 12/5	Print Day 2
Final Exam*	TU 12/17	9:45am-12pm Book due or 10 matted prints with Artist Statement

\*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.