CATALOG DESCRIPTION
Beginning course providing a combination of lecture and studio with an introduction to photographic materials, techniques and digital cameras.

COURSE STRUCTURE
This is a studio class. You will be expected to plan ahead and work during class time. Generally class time will be split evenly between lectures and studio time. There will be four critiques, and 8 technical assignments/quizzes.

TEXTBOOK AND READINGS
There will be no textbook for this class. Lynda.com videos will be assigned that correlate with in-class demos. As part of your CVAD course fees you have access to lynda.com. Please make sure your account is activated and that you are able to login.

Other readings may be assigned throughout the semester.

GRADING:
- Technical assignments / quizzes 15%
- Final Exam 10%
- 4 critiques/ projects 75%

A = Excellent (100-90%)
B = Above Average (89-80%)
C = Average (79-70%) [passing but not qualifying students for Photography II]
D = Inferior (69-60%) [passing but not necessarily satisfying degree requirements]
F = Failure (59% or below)

LATE WORK / MAKE-UP POLICY
Late work may be subject to a penalty of 10% deducted from the assignment’s value per day the work is late, unless the student provides proof of an acceptable mitigating circumstance: serious illness, death of a family member, or other circumstance if approved by the instructor.

OUTCOMES AND OBJECTIVES

<table>
<thead>
<tr>
<th>Outcomes</th>
<th>Objectives</th>
</tr>
</thead>
<tbody>
<tr>
<td>Knowledge: What students should know</td>
<td></td>
</tr>
<tr>
<td>Understand the history, current issues, and direction of the artistic discipline</td>
<td>Functional knowledge of photographic history and theory, the relationship of photography to the visual disciplines, and its influence on culture, including an understanding of the industrial and commercial applications of photographic techniques</td>
</tr>
<tr>
<td>Place works in the historical, cultural, and stylistic contexts of the artistic discipline</td>
<td>Knowledge of basic tools, techniques, technologies, and processes sufficient to work from concept to finished product. This involves materials, equipment, and processes of the discipline, including but not limited to uses of cameras, film, lighting/digital technologies, processing in black and white, and color, printing, and work with non-silver materials</td>
</tr>
<tr>
<td>Use the technology and equipment of the artistic discipline</td>
<td></td>
</tr>
</tbody>
</table>

**Skills: What students should be able to do**

| Use the elements and principles of art to create artworks in the artistic discipline | Understanding of visual forms and their aesthetic functions, and basic design principles, with attention to such areas as design, color, and lighting. |
| Create artwork that demonstrates perceptual acuity, conceptual understanding, and technical skill | Produce photographs demonstrating knowledge of composition, aesthetic principles, and technical skill, including work in experimental and manipulative techniques, candid and contrived imagery, documentary photography, archival processing, and interpretive studies. |
| Analyze and evaluate works of art in the artistic discipline | Demonstrated ability to analyze and evaluate photographs. |

**Synthesis: How students will combine knowledge and skill to demonstrate learning**

| Produce artworks demonstrating technical skill and disciplinary knowledge | Skill in the use of basic tools, techniques, technologies, and processes sufficient to work from concept to finished product. This involves materials, equipment, and processes of the discipline, including but not limited to uses of cameras, film, lighting/digital technologies, processing in black and white, and color, printing, and work with non-silver materials |
| Use knowledge of art and disciplinary vocabulary to analyze artworks | Application of the vocabularies of photography and of art and design in order to critique own work and the photographs of others. |
| Participate in critiques of own work and work of others | |
PRINTING IN THE LAB
All work must be printed by you in the Photography Lab in OSH. Printing cost $0.01 per square inch of image. For example, a 6 x 9 inch image will cost $0.54 to print. The first $30 of printing has been paid for by your student fees. You will receive a bill from Tom, the photography lab manager, for any printing over $30. You should expect to spend an additional $10 - $35 depending on how much you print and the size of your final prints. We will talk more about this when I demo printing in the lab.

CLASS PARTICIPATION EXPECTATIONS
I expect you to attend every class. You are responsible for completing all of the required assignments. I expect all students to participate in class discussions, contributing ideas and perspectives on topics or art. All your work should incorporate aspects or issues addressed in class in relation to your personal or professional interests.

You are expected to assist in maintaining a classroom environment that is conducive to learning. In order to assure that everyone has an opportunity to gain from time spent in class, unless otherwise approved by the instructor, you are prohibited from using cellular phones or beepers, checking your email or surfing the internet, updating your social networking sites, eating or drinking in class, making offensive remarks, reading newspapers or magazines, sleeping or engaging in any other form of distraction. Inappropriate behavior in the classroom shall result in, minimally, a request to leave class, which will be counted as an unexcused absence.

ATTENDANCE POLICY
- Regular and punctual attendance is mandatory.
- Three absences will be tolerated.
- More than three absences will require a note from a doctor or a note from the art office excusing the absence for a reason covered under UNT policy 06.039 (Student Attendance and Authorized Absences) in order to be counted as excused.
- More than three absences will lower your final grade by one letter grade per additional absence (4 or more)
- Most lectures, demonstrations, and assignments will occur at the beginning of class periods and will not be repeated for those who come in late. If you are late to class, you will need to notify me at the end of the class period to replace an absence with a tardy. Three tardies will constitute an absence.
- A tardy is considered to be arrival 5 minutes after the beginning of class.
- Assignments that are turned in late will receive one letter grade lower per day for each day they are late.
- Examinations, quizzes, and in-class assignments missed may only be made up with an official doctor’s excuse or note from the art office excusing the absence for a reason.
covered under UNT policy 06.039 (Student Attendance and Authorized Absences).
- Critiques missed may not be made up and grades will reflect the student's failure to participate in the critique discussions.

ADA ACCOMMODATION
UNT makes reasonable academic accommodation for students with disabilities. Students seeking accommodation must first register with the Office of Disability Accommodation (ODA) to verify their eligibility. If a disability is verified, the ODA will provide a student with an accommodation letter to be delivered to faculty to begin a private discussion regarding one’s specific course needs. Students may request accommodations at any time, however, ODA notices of accommodation should be provided as early as possible in the semester to avoid any delay in implementation. Note that students must obtain a new letter of accommodation for every semester and must meet with each faculty member prior to implementation in each class. For additional information see the ODA website at disability.unt.edu.

COURSE SAFETY PROCEDURES
Students enrolled in this class are required to use proper safety procedures and guidelines as outlined in UNT Policy 15.2.4 Safety in Instructional Activities. While working in laboratory sessions, students are expected and required to identify and use proper safety guidelines in all activities requiring lifting, climbing, walking on slippery surfaces, using equipment and tools, handling chemical solutions and hot and cold products. Students should be aware that the UNT is not liable for injuries incurred while students are participating in class activities. All students are encouraged to secure adequate insurance coverage in the event of accidental injury. Students who do not have insurance coverage should consider obtaining Student Health Insurance. Brochures for student insurance are available in the UNT Student Health and Wellness Center. Students who are injured during class activities may seek medical attention at the Student Health and Wellness Center at rates that are reduced compared to other medical facilities. If students have an insurance plan other than Student Health Insurance at UNT, they should be sure that the plan covers treatment at this facility. If students choose not to go to the UNT Student Health and Wellness Center, they may be transported to an emergency room at a local hospital. Students are responsible for expenses incurred there.

COURSE RISK FACTOR
According to University Policy, this course is classified as a category three course. Students enrolled in this course are exposed to significant hazards which have the potential to cause serious bodily injury or death. In this class, those risks are related to photographic chemistry, studio lighting equipment, cutting tools and other tools. Students enrolled in this class will be informed of potential health hazards or potential bodily injury connected with the use of materials and/or processes and will be instructed about how to proceed safely.

Students who are pregnant or will become pregnant during the course of the semester are advised to check with their doctor immediately to determine if any additional risks are reason to postpone this course until a later semester. Upon request, your professor will provide a list of
chemicals and safety issues for your doctor to review. Material Safety Data Sheets are available on all chemicals. It will be up to you and your doctor to determine what course of action to take.

BEST PRACTICES FOR HEALTH & SAFETY / STUDIO RULES
Follow all posted safety signs in the lab. Only use equipment that has been demonstrated to you by your instructor or lab personnel. If you don’t know how to safely use something, ask.

All photographic chemistry must be approved by the instructor and the lab manager before entering the lab. Chemistry must be appropriately labeled and stored in approved containers. Gloves are required for all chemical processes (darkroom printing, film processing, and alternative processes.)

The photo strobes in the lightings studio can cause electrocution if used incorrectly. A safety demonstration is required before using the lighting studio.

Failure to follow posted signs and instructions from your instructor, the lab manager or lab employees will result in losing access to the photography facilities.

EMERGENCY NOTIFICATION & PROCEDURES
UNT Emergency Guide: http://guidebook.com/app/emergency/guide/unteitmerge...
UNT uses a system called Eagle Alert to quickly notify students with critical information in the event of an emergency (i.e., severe weather, campus closing, and health and public safety emergencies like chemical spills, fires, or violence). In the event of a university closure, please refer to the course management system for contingency plans for covering course materials.

ACCEPTABLE STUDENT BEHAVIOR
Student behavior that interferes with an instructor’s ability to conduct a class or other students’ opportunity to learn is unacceptable and disruptive and will not be tolerated in any instructional forum at UNT. Students engaging in unacceptable behavior will be directed to leave the classroom and the instructor may refer the student to the Dean of Students to consider whether the student's conduct violated the Code of Student Conduct. The University's expectations for student conduct apply to all instructional forums, including University and electronic classroom, labs, discussion groups, field trips, etc. The Code of Student Conduct can be found at deanofstudents.unt.edu/conduct.

STUDENT EVALUATION ADMINISTRATION DATES
Student feedback is important and an essential part of participation in this course. The student evaluation of instruction is a requirement for all organized classes at UNT. The survey will be made available during weeks 13 and 14 of the long semesters to provide students with an opportunity to evaluate how this course is taught. Students will receive an email from "UNT SPOT Course Evaluations via IASystem Notification" (no-reply@iasystem.org) with the survey link. Students should look for the email in their UNT email inbox. Simply click on the link and
complete the survey. Once students complete the survey they will receive a confirmation email that the survey has been submitted. For additional information, please visit the spot website at www.spot.unt.edu or email spot@unt.edu.

INCOMPLETE GRADES
An Incomplete Grade ("I") is a non-punitive grade given only during the last one-fourth of a term/semester and only if a student (1) is passing the course and (2) has a justifiable and documented reason, beyond the control of the student (such as serious illness or military service), for not completing the work on schedule.

In consultation with the instructor, complete a request for an Incomplete Grade. This form can be found on the department website and must be turned into the department chair prior to the last day of classes (not the exam date). Note: A grade of Incomplete is not automatically assigned to students.

SEXUAL DISCRIMINATION, HARASSMENT & ASSAULT
UNT is committed to providing an environment free of all forms of discrimination and sexual harassment, including sexual assault, domestic violence, dating violence, and stalking. If you (or someone you know) has experienced or experiences any of these acts of aggression, please know that you are not alone. The federal Title IX law makes it clear that violence and harassment based on sex and gender are Civil Rights offenses. UNT has staff members trained to support you in navigating campus life, accessing health and counseling services, providing academic and housing accommodations, helping with legal protective orders, and more.

UNT's Dean of Students’ website offers a range of on-campus and off-campus resources to help support survivors, depending on their unique needs: http://deanofstudents.unt.edu/resources_0. UNT’s Student Advocate she can be reached through e-mail at SurvivorAdvocate@unt.edu or by calling the Dean of Students’ office at 940-565-2648. You are not alone. We are here to help.

EQUIPMENT AND SUPPLIES
Required:
- **Hard Drive** - a 1TB or grater USB 3.0 portable hard drive is recommended. Your hard drive will need to formatted to work on Mac computers. See instructor if you need help.
- **DSLR Camera** - A DSLR is necessary for completing many of the projects. If you do not have a DSLR camera you can check one out from CVAD IT. For more information see: https://cvadit.unt.edu/equipment-checkout
- **Memory Card** - you will need at least one memory card for your camera.
- **Camera accessories** - battery charger, camera bag
- **Inkjet Paper** - You will need 50 sheets of 8.5” x 11” or 11” x 17” satin or luster inkjet paper. Epson Luster and Red River Ultra Pro Satin are recommended. Other papers may not work in our lab.
Inkjet Print Storage - you need a folio or envelops for storing inkjet prints and turning in critique prints.

Recommend:
- DSLR Camera
- Color balance cards
- Backup hard drive or online backup

Calendar

Week One
1/16 Tuesday
Course Introductions, go over syllabus and equipment needs
Lecture on ‘New Color Photography’ and ‘The Everyday’.
Introduce the Everyday Project - *Shoot everyday day from here until end of class.*
Walk to OSH Photography Lab.

1/18 Thursday
Observing/Curiosity - Scavenger hunt.
In class shooting /Technical Assignment: (use DSLR or phone). SCAVENGER HUNT

Week Two
1/23 Tuesday
Exposure / DSLR
In class shooting assignment and Technical Assignment: Depth of Field and Motion

1/25 Thursday
Review DSLR and more in class shooting
Lynda.com for next class: *Up and Running with Lightroom 6 and Lightroom CC* by Jan Kabili:
- Introduction;
- Chapter 1. Importing Photos;
- Chapter 2. Working in the Library Module; and
- Chapter 3. Organizing and Finding Photos
- https://it.unt.edu/lynda
Week Three
1/30  Tuesday
Lecture: Deadpan, Intimate Life, and Constructed Images
Introduce Inspiration Project - from Deadpan, Intimate Life and Constructed Images
Introduce Lightroom
Review Technical Assignment 1 & 2
Lynda for next class: *Up and Running with Lightroom 6 and Lightroom CC* by Jan Kabili:
● Chapter 4. Global Editing in the Develop Module;
● Chapter 5. Local Editing with Adjustment Tools, Chapter

2/1  Thursday
Working with lightroom: Library and Develop module
Technical Assignment: File Management/Import Settings
Everyday Project Checkpoint #1

Week Four
2/6  Tuesday
Quiz One: The Camera and Exposure

2/8  Thursday
In Progress review for Inspiration Project.
Technical Assignment: Library and Develop module

Week Five
2/13 Tuesday
Printing from Lightroom

2/15 Thursday
Printing from Lightroom
Technical Assignment: Three prints of one file.
5pm Artist Lecture by Photographer Geoff Winningham, The Forum at Willis Library

Week Six
2/20 Tuesday
Critique: Inspiration Project

2/22 Thursday
Critique: Inspiration Project
Read Bill Jay, *The Thing Itself* for next class

Week Seven
2/27  Tuesday
Lecture: Finding and developing ideas. Rigor and ambition. Reading and Listening.
Introduction to the Lighting Studio

3/1   Thursday
Introduction to the Lighting Studio

**Week Eight**
3/6   Tuesday
Lecture on Artists: TBD
Quiz Lightroom and Printing

3/8   Thursday
More lightroom

**March 12-16, 2018  Spring Break (no classes)**

**Week Nine**
3/20  Tuesday
Printing in OSH

3/22  Thursday
Printing in OSH

**Week Ten**
3/27  Tuesday
Critique: Open Project One

3/29  Thursday
Critique: Open Project One

**Week Eleven**
4/3   Tuesday
Introduce Open Project Two
Using Lightroom with Photoshop: File management with Lightroom and Photoshop

4/5   Thursday
Basic Image Editing in Photoshop I

**Week Twelve**
4/10  Tuesday
Printing in OSH
4/12  Thursday
    Printing in OSH

**Week Thirteen**
4/17  Tuesday
    Critique: Everyday Project

4/19  Thursday
    Critique: Everyday Project

**Week Fourteen**
4/24  Tuesday
    Printing for open project two

4/26  Thursday
    Tech Exam - Camera, Lightroom, Printing and Photoshop
    Printing for open project two

**Week Fifteen**
5/1  Tuesday
    Critique: Open Project Two

5/3  Thursday
    Critique: Open Project Two

May 5-11, 2018 Finals Week