ASTU 2501.003 Photography I | Spring 2022

Th 11:00AM - 1:55PM, ART 358
Instructor: Paho Mann
E-mail: paho.mann@unt.edu | Office: ART 345M, Office Hours: Th 9am - 11am or by appointment. You can join my office hours in person or by zoom.

Catalog Description

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

Prerequisite(s): 2 of the following: ART 1600, ART 1700, ART 1800.

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 technical assignments/quizzes.

Objectives

- Students will learn basic project development in the context of contemporary photography.
- Students will gain knowledge of contemporary photography and discipline vocabulary used to analyze artworks.
- Students learn to analyze and critique artworks using knowledge of contemporary photography and discipline vocabulary.
- Students learn to describe the subject and form of their photographs using knowledge of contemporary photography and discipline vocabulary.
- Students will learn DSLR camera functions.
- Students will be introduced to equivalent exposure.
- Students will learn file management and tonal/color correction in Adobe Lightroom.
- Students will learn basic inkjet printing (tonal and color correction for prints).
- Students learn basic studio lighting using LED lighting
- Students gain competencies using a Tripod.

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.

Students cannot use work which has been made for another course in this class. Breaking this rule will result in a failing grade for that project.

Face Coverings

UNT encourages everyone to wear a face covering when indoors, regardless of vaccination status, to protect yourself and others from COVID infection, as recommended by current CDC guidelines. Face covering guidelines could change based on community health conditions.

Textbook and Readings

Readings may be assigned over the course of the semester.

Attendance Policy

- Regular and punctual attendance is mandatory.
- One unexcused absence will be tolerated.
- More than one absence 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 one 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.

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.

Grading

Project One - 20%
Project Two - 20%
Project Three - 20%
Technical Assignments and Quizzes - 20%
Weekly shooting and reflections - 20%

Grades will be provided regularly through the semester.

Different activities in this course will be graded using different strategies.

I will grade the three larger **projects** in this class using the following grading scale. Each of these projects will be graded based on the criteria outlined in the assignment and our conversation during your face-to-face critique.

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

The **Weekly shooting and reflections** assignments will be self graded as pass or no pass. This grading strategy is to shift the emphasis of this assignment from external evaluation (a grade) to your development as an artist and image maker. To receive a grade of pass it is expected that you complete all of the required components of your Weekly shooting and reflections assignment each week. You will take a self-assessment quiz to determine if you receive a pass or no pass for the week. You will receive feedback from me and the class in the form of face-to-face conversations, online discussions or written feedback.

While this is a self-graded assignment, I reserve the right to adjust the grades if I suspect academic dishonesty. Before I change any grade or report and academic dishonesty I will offer a meeting with the student to discuss my concerns.
**Technical Assignments** will be graded as pass or no pass. To receive a grade of pass, the assignment must have all the technical requirements successfully completed. Students can resubmit assignments turned in on time until they receive a grade of pass.

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

**Academic Integrity Standards and Consequences**

According to UNT Policy 06.003, Student Academic Integrity, academic dishonesty occurs when students engage in behaviors including, but not limited to cheating, fabrication, facilitating academic dishonesty, forgery, plagiarism, and sabotage. A finding of academic dishonesty may result in a range of academic penalties or sanctions ranging from admonition to expulsion from the University.

**Course Content Statement**

Content in the arts can sometimes include works, situations, actions, and language that can be personally challenging or offensive to some students on the grounds, for example, of sexual explicitness, violence, or blasphemy. As the College of Visual Arts and Design is devoted to the principle of freedom of expression, artistic and otherwise, and it is not the college’s practice to censor these works or ideas on any of these grounds. Students who might feel unduly distressed or made uncomfortable by such expressions should withdraw at the start of the term and seek another course.

**ADA Accommodation Statement**

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 ASTU 4500 are required to use proper safety procedures and guidelines as outlined in UNT Policy 06.038 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.

Emergency Notification & Procedures

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 Blackboard for contingency plans for covering course materials.

Retention of Student Records

Student records pertaining to this course are maintained in a secure location by the instructor of record. All records such as exams, answer sheets (with keys), and written papers submitted during the duration of the course are kept for at least one calendar year after course completion. Course work completed via the Blackboard online system, including grading information and comments, is also stored in a safe electronic environment for one year. Students have the right to view their individual record; however, information about student's records will not be divulged to other individuals without proper written consent. Students are encouraged to review the Public Information Policy and the Family Educational Rights and Privacy Act (FERPA) laws and the University’s policy. See UNT Policy 10.10, Records Management and Retention for additional information.

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 classrooms, labs, discussion groups, field trips, etc. The Code of Student Conduct can be found at deanofstudents.unt.edu/conduct.
Access to Information – Eagle Connect

Students’ access point for business and academic services at UNT is located at: my.unt.edu. All official communication from the University will be delivered to a student’s Eagle Connect account. For more information, please visit the website that explains Eagle Connect and how to forward e-mail: eagleconnect.unt.edu/

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, 14 and 15 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.

Survivor Advocacy

UNT is committed to providing a safe learning environment free of all forms of sexual misconduct, including sexual harassment, sexual assault, domestic violence, dating violence, and stalking. Federal laws (Title IX and the Violence Against Women Act) and UNT policies prohibit discrimination on the basis of sex, and therefore prohibit sexual misconduct. If you or someone you know is experiencing sexual harassment, relationship violence, stalking, and/or sexual assault, there are campus resources available to provide support and assistance. UNT’s Survivor Advocates can assist a student who has been impacted by violence by filing protective orders, completing crime victim’s compensation applications, contacting professors for absences related to an assault, working with housing to facilitate a room change where appropriate, and connecting students to other resources available both on and off campus. The Survivor Advocates can be reached at SurvivorAdvocate@unt.edu or by calling the Dean of Students Office at 940-565-2648. Additionally, alleged sexual misconduct can be non-confidentially reported to the Title IX Coordinator at oeo@unt.edu or at (940) 565 2759.

Calendar

<table>
<thead>
<tr>
<th>Week</th>
<th>Face to Face (all Face-to-face meeting are Thursdays 11am - 2:55pm)</th>
<th>Asynchronous (all asynchronous work due Tuesday at 11:59pm)</th>
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| Week 1, Thu, Jan 20 | Course Introductions, go over syllabus and equipment Needs.  
Introduce the shooting expectations.  
Introduce Inspiration Project.  
Introduce Framing and Composition Scavenger hunt. | Weekly shooting and reflection: Research inspiration Project Artists.  
Assignment - Framing and composition scavenger hunt. |
|------------------|--------------------------------------------------------------------------------|--------------------------------------------------|
| Week 2, Thu, Jan 27 | Introduce the Camera (bring your camera)  
Introduce Lightroom Classic (bring a laptop with Lightroom Classic installed) | Assignment: Depth of Field / Focus  
Weekly shooting and reflection: Inspiration Project |
| Week 3, Thu, Feb 3 | More Camera (bring camera)  
More Lightroom (bring laptop with Lightroom Classic installed) | Assignment: File Management part one  
Weekly shooting and reflection: Inspiration Project |
| Week 4, Thu, Feb 10 | Printing from Lightroom | Assignment: File Management part two  
Weekly shooting and reflection: Open |
<p>| Week 5, Thu, Feb 17 | Critique | Mastery Quiz One - The camera and exposure modes |</p>
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<tr>
<th>Week</th>
<th>Assignment</th>
<th>Equipment and Material Requirements</th>
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<tr>
<td>Week 6, Thu, Feb 24</td>
<td>Critique</td>
<td>Assignment: Long exposure</td>
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<tr>
<td>Week 7, Thu, Mar 3</td>
<td>Field trip to the Library to see the print study collection.</td>
<td>Assignment: File Management part two</td>
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<td>Week 8, Thu, Mar 10</td>
<td>Printing from Lightroom</td>
<td>Weekly shooting and reflection: Critique 2</td>
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<td><strong>Spring, Break, Thu, Mar 17</strong></td>
<td><strong>Spring Break</strong></td>
<td><strong>Spring Break</strong></td>
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<td>Week 9, Thu, Mar 24</td>
<td>Critique</td>
<td>Assignment: Custom WB</td>
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<tr>
<td>Week 10, Thu, Mar 31</td>
<td>Critique</td>
<td>Assignment: Advanced Lightroom Classic</td>
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<tr>
<td>Week 11, Thu, Apr 7</td>
<td><strong>TBD (grad reviews)</strong></td>
<td>Weekly shooting and reflection:</td>
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<td>Week 12, Thu, Apr 14</td>
<td>Lighting Studio</td>
<td>Assignment: Observing Light</td>
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<td>Week 13, Thu, Apr 21</td>
<td>Printing from Lightroom</td>
<td>Weekly shooting and reflection:</td>
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<td>Week 14, Thu, Apr 28</td>
<td>Critique</td>
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<td>Week 15, Thu, May 5</td>
<td>Critique</td>
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**Equipment and Material Requirements**

This page covers the equipment and materials you will be required to buy or access to successfully complete this course. While we work to provide you with access to equipment through check out, Studio Art courses can be expensive. Please review this information thoroughly at the beginning of the course and plan accordingly. Not purchasing or having access to required equipment and materials will negatively affect
your ability to complete this course and your grade.

**Camera requirement**

You will need access to a DSLR or Mirrorless camera with full manual control of exposure and focus. There is a wide range of cameras that will meet these requirements, running from introductory level cameras to expensive professional cameras.

- If you plan on buying a camera for this class, it is recommended that you email your instructor the name, model and a link to where you plan on purchasing the camera before you make your purchase. This will help avoid buying a camera that does not meet the requirements.
- If you already own a camera, it will likely work for this course. Email your instructor the brand and model to verify.
- If you do not own a camera and want to check a camera out to use for assignments rather than buying one, please see: [https://itservices.cvad.unt.edu/equipment](https://itservices.cvad.unt.edu/equipment)
- DSLR cameras and tripods can be reserved from "CVAD Student Computer Lab". It is best to reserve a camera from "CVAD Student Computer Lab", not "CVAD Photography". The computer lab has 60+ of the DSLR cameras used for this class. The Photography check out only has a few. Note: before you can check out a camera, you need to complete the Equipment Checkout TOA Form here: [https://myunt.sharepoint.com/sites/CVADITServices/SitePages/Electronic-Forms-All.aspx](https://myunt.sharepoint.com/sites/CVADITServices/SitePages/Electronic-Forms-All.aspx)

**Miscellaneous Required Camera Equipment**

In addition to a camera, you will need a charger, battery, and memory card. You will also want a carrying case or camera bag. If you are checking out a UNT camera, it will come with all of these accessories, although you may want to consider buying your own memory cards.

I recommend buying a few smaller memory cards rather than one very large memory card. This strategy can be more cost-effective, and you do not have all of your images on the same card, so if you lose one, you do not lose everything.

For example two of these SD cards would work well for this class (verify they fit your camera, they will work for most cameras, including the checkout cameras): [Link to B&H](https://www.bhphotovideo.com)
Photo Memory Cards.

Hard Drive requirement

You will need a portable external hard drive for this class. It must be mac compatible and a minimum of 1tb (it is fine to format the drive to work on both a Mac and PC. You can use a PC for all of the course work done outside of the printing lab if you want). It should be powered by the USB cable, not an AC power cord.

If you already own a hard drive:

- Does it already work on a Mac? Great, it will work for this class! You do not have to buy a new hard drive.
- Does it work on a Windows computer? You may need to reformat it. **It is very important that you do this carefully, and back up any information on your hard drive first to avoid losing your files.** The ExFAT file system will work on both Mac and PC computers.
- If you are not sure if your hard drive works on a pc or mac, it is fine to wait to ask for help when we meet during the first week.

If you need to buy a hard drive, here are some things to consider:

- Buy a known brand and read the reviews.
- Often, it is not much more expensive to get a significantly larger hard drive.
- Once you buy your hard drive, make sure it is formatted to work on a mac before you start to use it (you can set it up to work on both a Mac and PC by formatting it using ExFAT):

I spent some time looking at options on popular websites. Here is a list of external drives that would work. Remember to shop around to get the best price and read reviews. Remember, you should format your new drive to work on a Mac and PC using the ExFAT file system before using it.

- **WD 2TB Elements Portable External Hard Drive - USB 3.0**
- **Seagate Expansion Portable 4TB External Hard Drive Desktop HDD**
- **LaCie 4TB Rugged Mini USB 3.0 External Hard Drive**

Computer access requirements

You need regular access to a computer with good access to the internet and Adobe Lightroom Classic installed. You will need to have a SD card reader on your computer or use an external card reader. You can use computers in the CVAD computer lab or your laptop. If you plan to use your laptop you need to make sure it is compatible with the
latest version of Adobe Lightroom Classic.

Software requirements

Adobe Lightroom Classic will be the software we use for this class. If you are using a computer on campus in the CVAD computer lab, you will not need to buy this software. If you are planning on using your laptop for this course, you will need to buy a student license - this might be a good idea and will give you access to a large range of Adobe software. You are able to get Adobe Software as a discounted price as a UNT student. Here is information on how to purchase at the discounted price:

Adobe Creative Cloud is available to students to purchase at a heavily discounted price. The price of a student subscription through our program is $50 (+$5.55 processing fee). The subscriptions will be valid for the full 2021-2022 Academic Year, through August 31st. On or before August 1st, they will have the option to renew their subscription for the same price for the 2022-2023 Academic year. Further details and the option to purchase a subscription are available here: http://www.unt.edu/adobe. This offer is only available to students.

A subscription to Adobe Creative Cloud allows for on and off-campus use of all of the applications: on UNT or personally-owned laptops, as well as on the remote lab computers.

If a student is currently paying for a subscription through Adobe ($239-$359 per year) but would like to take advantage of the lower cost of a subscription through this program: they are eligible to cancel an existing subscription without an early termination fee or further obligation once they have purchased a subscription through our program. They must contact Adobe Customer Care within fourteen days of purchasing this subscription to inform Adobe of their wish to opt-out of an existing subscription in order to have the early termination fees waived. Adobe will not provide a refund, however – only the months left on the current subscription will be canceled. We are not able to process the opt-outs on their behalf. The subscription they would be opting out of is an agreement between the student and Adobe. The subscription through our program would be a new subscription, not an extension of the current subscription.

Adobe Customer Care can be reached by phone at 1-800-833-6687, you may also visit their support website and talk to someone via chat.

Please contact us at untadobe@unt.edu if you have any further questions.

Note: Lightroom and Lightroom Classic are not the same software. When you buy a student license you get access to both programs, we will use Lightroom Classic.
Other Material Requirements

**Inkjet paper** - you will need at least 25 sheets of 11 x 14 or 8.5x11 inch RedRiver UltraPro Satin 4.0 or Epson Luster. If you want larger prints you can buy upto 17 x 22 for this class.

- [https://www.redrivercatalog.com/browse/68lb-ultrapro-satin.html](https://www.redrivercatalog.com/browse/68lb-ultrapro-satin.html)

**Inkjet Print Storage** - you will need an 8.5 x 11 print storage box or portfolio. Here are some portfolio options:

- Cachet Studio Portfolios
- [Archival Methods Black Proof Box for (8.5 x 11.0" Prints)](https://www.archivalmethods.com/product-category/proof-boxes/)
- Century Archival Storage Century Box #1114 Clamshell - 11 x 14 x 1"
- [Itoya ProFolio Magnet Closure Case, 8.5x11" Letter Size, Black](https://www.itoya.com/products/profolio-magnet-closure-case-85x11-letter-size-black.html)