Course Syllabus

us: ART 104 Digital Media and Photography I

Course Information

Course Title: Digital Media and Photography 1
Course Prefix/Number: ART 104
Semester: Spring 2022
Class Days/Times: Mon/Wed 12:15 pm - 3 pm on Zoom
Credit Hours: 3

Instructor Information

Name: Pam Golden
Phone/Voice Mail: 520 370-7603
E-mail: pgolden@tocc.edu
Office location: on Zoom
Office hours: By appointment on Zoom. If you have a question, please email, text or call. Email will be answered within 24 hours. My phone will be answered more quickly.

Course Description

This course is designed for students with little or no digital imaging experience to provide a fundamental understanding of digital imaging, from both a technical and theoretical point of view. Students learn to operate digital cameras, to utilize them as precise tools for image capture, and to utilize digital media software (Adobe Photoshop) for graphic design media. The course is a combination of lecture, demonstration and hands-on practice.

Student Learning Outcomes

Outcome 1: Students will understand camera techniques shared by digital and film processes:
By learning the fully manual functions of their cameras, students will know how a camera works and learn to creatively control the aesthetics of their photographs.

Outcome 2: Students will learn digital techniques using image processing software. Through the use of Adobe Bridge and Photoshop, students will learn to edit their photographs, making aesthetic decisions including contrast and color.

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Course Syllabus

Outcome 3: Students will develop a portfolio of images that represent a distinct concept. Each student will finish the class with a portfolio of 10 - 12 image files sequenced to express a subject, or idea, of each student's choice.

Outcome 4: Students will learn about the history of photography and also be familiar with contemporary practitioners in the field.
Students will become familiar with the work of historic portrait and landscape photographers as well as the work of contemporary photographers who have greatly extended the field.

Outcome 5: Ability to translate an idea into photographic language.
Through the process of assignment work, students will learn the skills necessary to translate an idea into a compelling image.

Course Structure

Our class will meet virtually, on Zoom, because of the pandemic.
Zoom allows our class to remain a learning community.
We'll learn by lecture, demonstration, and by shared discussions, practice and critiques.

Classroom Zoom Sessions:
Students are expected to participate throughout class by taking notes, asking and answering questions. All opinions are respected, and we learn from each other!
Participation in Zoom means turning on your mic and camera and engaging in our class discussions. Course projects will be presented and work in progress shared via Zoom

Students will complete 6 separate projects in which they will explore possibilities and gain experience as photographers and image editors.

1. Seeing Like a Camera - Exposure
How to capture detail in highlights and shadows

2. Seeing Like a Camera - Depth of Field and Motion
How to use aperture and shutter speed to vary the appearance of your image.

3. Form and Pressure
Explores composition - visual structure.

4. Portrait

5. Landscape

6. Final Project - a series
Each student chooses his / her own subject, or unifying theme.

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Course Syllabus

Course Learning Materials and Textbook Information

No textbook required. Handouts on technical skills and assignments will be posted in Canvas, and reviewed in class.
Camera equipment will be signed out by the TOCC Library.
You will need a laptop computer, with Operating systemWindows 10 version 1804 or later, Mac OSX10.13 or newer.
You will need to download and install Adobe Photoshop and Bridge 2020. This will cost $11.00/mo and can be cancelled at the end of class. No Lab fee will be charged.

Courses Outline and Important Dates

Jan 19   Welcome! Syllabus review. Canvas / Zoom review.
                Lecture / Images - Intention in Photography

Jan 24   Lecture - Images -Camera Controls

Jan 26   Learn to use your camera
                Review camera controls / exposure
                Intro Project 1

Jan 31   Downloading files to flash drives/folders
                Intro to Adobe Bridge and Photoshop - Editing 1
                How / Why to Critique
                DROP/FULL REFUND DEADLINE

Feb 2   Critique Project 1 - Exposure
                Intro Project 2

Feb 7   Review Editing 1
                Editing 2 in Photoshop

Feb 9   Edit Review
                Camera controls review

Feb 14   Editing 3 in Photoshop - Layer masks, spot healing, Edit > Fill

Feb 16   Critique Project 2 - Depth of Field and Motion
                Lecture - Images - Visual Structure
                Intro Project 3

Feb 21   Presidents Day - TOCC CLOSED!

Feb 23   Discuss reading, Form and Pressure
                Editing practice

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Course Syllabus

Feb 28	Image Review - Visual Structure in a Contemporary Artist's work. Review for Midterm Quiz
Mar 2	Virtual Visiting Artist
Mar 7 - 11	SPRING BREAK - TOCC CLOSED!
Mar 14	Critique Project 3 - Visual Structure Lecture - Portraits through History Intro Project 4
Mar 16	Midterm Quiz Review Tradition and Exploration
Mar 21	Repeat Quiz review and take Quiz
Mar 23	Image Review - A contemporary portrait photographer
Mar 28	Critique Project 4 - Portrait Lecture - History of American Landscape Photography Intro Project 5
Mar 30	Demo - Keynote/Powerpoint Artist Presentation Review elements of landscape photographs
Apr 4	Review student work so far Edit practice
Apr 6	Image Review - a contemporary landscape photographer's work
Apr 11	Critique Project 5 - Landscape Lecture - Pulling it all Together - A Series Intro Final Project (FP)
Apr 13	Artist Presentations Student ideas for FPs and individual follow up
Apr 18	Image Review - a contemporary series
Apr 20	In Progress FP presentations Intro Artist / Project Statements

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Course Syllabus

Apr 25	Finish In Progress FP presentations

Apr 27   Image Review - Sequencing your series
                   In class work day - share any questions on editing,
                   sequencing, etc.

May 2   Final Critique

May 4   Finish Final Critique
                   Good job!

Evaluations and Grading & Assignments:

90 and above is an A
80 - 89 is a B
70 - 79 is a C
60 - 69 is a D
Under 60 is Failing

Your grade will be determined by the following:

Project 1	10% of grade
Project 2	10% of grade
Project 3	10% of grade
Project 4	10% of grade
Project 5	10% of grade
Final Project	25% of grade
Attendance/Class participation	10% of grade
Midterm quiz on camera controls	5% of grade
Artist/Photographer presentation	5% of grade
Module Quizzes / Discussion Questions	5% of grade

TOCC Resources: TalkCampus
24/7 Mental Health support : www.students.talkcampus.io/tohono-oodham-community-college

Himdag Cultural Component

Tohono O'odham traditions and cultural beliefs will be discussed as relevant to course topics, and only as appropriate to the Tohono O'odham Nation's traditional standards for sharing information.

The predominant pedagogical practice in this course is that of group demonstration and other forms of demonstrative non-verbal communication **.**

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Course Syllabus

T-Ṣo: ṣon –Our Core

T-Wohocudadag (Our Beliefs)

We believe that T-Wohocudadag provides balance, strengthens us and helps us respect ourselves, other people, and cultures.

T-Apedag (Our Well-Being)

We believe that T-Apedag is inclusive of what is healthy and good for us (physically, spiritually, emotionally, and mentally), and for all that is around us.

T-Pi:k Elida (Our Deepest Respect)

We believe that T-Pi:k Elida is a deep sense of respect for the land, your surroundings, the people, things upon the land, and also for your own self and your life.

I-We:mta (Working Together)

We believe that I-We:mta is crucial for the success of the College, and includes sharing, working together, and giving back to the community.

Policies and Expectations

Attendance Policy (Re: face-to-face, synchronous-virtual, or Flex courses)
You are expected to arrive to class on time and be prepared to participate in each class period. Four unexcused absences may result in a letter grade of "F" or an instructor withdrawal "FW" (*see* 45th-Day Instructor Withdrawal policy). You may request to be excused from class for religious observances and practices, for illness, for school or work-related travel or for personal or family emergency. If you will be absent, please notify the instructor as soon as possible.

Incomplete Policy
Incomplete (I) grades are not awarded automatically. The student must request an "I" from the instructor who can choose to award an Incomplete only if all three of the following conditions are met:
    1. The student must be in in compliance with the attendance policy.
    2. The student must have unavoidable circumstance that would prohibit the student from completing the course.

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Course Syllabus

       3. The student must have completed over 75% of the course requirements with
       at least a "C" grade.

Incompletes are not a substitute for incomplete work due to frequent absences or poor academic performance. Incomplete grades that are not made up by the end of the ninth week of the following semester will be automatically changed to an F if the agreed upon work, as stipulated on the written form signed by the instructor and the student when the I grade is awarded, is not completed.

45th-Day Instructor Withdrawal Policy "FW"

Students who have missed four (4) consecutive classes, have not submitted any assignments, nor taken any quizzes by the 45th - day census report, due on March 4, 2022, are assumed NOT to be participating in the class and may be withdrawn at the faculty member's discretion. After the 45th - day census, if a student needs to stop attending a course, they must withdraw from the course (*see* Student Withdrawal Policy).

Student Withdrawal Policy "W"

Students may withdraw from class at any time during the first two-thirds of the semester without instructor permission and without incurring any grade penalty. Please be sure to withdraw yourself by Mar 30th, 2022 if you do not expect to complete the class, otherwise you may receive an "F" letter grade for the course. For more information on the student withdraw process email admissions@tocc.edu.

Special Withdrawals (Y) Grade

The "Y" grade is an administrative withdrawal given at the instructor's option when no other grade is deemed appropriate. Your instructor must file a form stating the specific rationale for awarding this grade. "Y" grades are discouraged since they often affect students negatively. Your instructor will not award a "Y" grade without a strong reason.

Equal Access Statement/Disability Accommodations

Tohono O'odham Community College seeks to provide reasonable accommodations for qualified individuals with disabilities. The College will comply with all applicable regulations, and guidelines with respect to providing reasonable accommodations as required to ensure an equal educational opportunity. This process includes self-identifying as a student with a disability, providing supporting documentation of their disability, and being approved for services through the Disability Resources Office (DRO).It is the student's responsibility to make known to their instructor(s) the student's specific needs within the context of each class in order to receive appropriate accommodations. We will work together in order to develop an accommodation plan specifically designed to meet the individual student's requirements.

For more information or to request academic accommodations, please contact: Anthony Osborn, TOCC Disabilities Resource Coordinator, aosborn@tocc.edu, or 520-383-0033 for additional information and assistance.

Course Syllabus

Title IX
Tohono O'odham Community College encourages each student to have the knowledge and skills to be an active bystander who intervenes when anyone is observed or being harassed or endangered by sexual violence. Sexual discrimination and sexual violence can undermine students' academic success and quality of life on campus and beyond. We encourage students who have experienced or witnessed any form of sexual misconduct to talk about their experience and seek the support they need.

Confidential support and academic advocacy can be found with: Student Services Title IX Coordinator/Counselor, Alberta Espinoza, M.Ed. located in I-We:mta Ki: Room 18. Phone 520-383-0033 email: aespinoza@tocc.edu

Conduct: Bias, Bullying, Discrimination and Harassment
Tohono O'odham Community College faculty and staff are dedicated to creating a safe and supportive campus environment as a core value. Harassment based on age, class, color, culture, disability and ability, ethnicity, gender, gender identity and expression, immigration status, marital status, political ideology, race, religion/spirituality, sex, sexual orientation, and tribal sovereign status will not be tolerated.

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Course Policies:

1) Students are expected to attend each class., arriving on time, except in the case of an excused emergency.

2) Students are expected to contact instructor prior to absences, coming late to class or leaving early.

3) Unexcused late arrivals or early departures will count against attendance record.

4) Class participation and preparation are essential to student success. Students must read textual material, prepare for projects, complete required research as stated on the course schedule.

5) Students are expected to come to class prepared for class and having done any preliminary work required as per the course schedule.

6) Students are expected to stay in class and work diligently throughout the whole time. Sleeping, frequent/continued exiting from the class during the class period will constitute one (1) absence.

Course Syllabus

7) No cell phone use is allowed during class. Use of cell phones during class, unless permitted by instructor, is a violation of the T-So:son.

8) Late work is marked down 10 points for each day of tardiness.

9) Failure to submit a project results in a grade of zero (0). An F is a better grade!

10) No work accepted after the last class

Classroom Behavior
- Visitors may be only allowed at class sessions or on field trips with instructor approval, visitor's safety and behavior are the responsibly of the student.
- Possession of drugs, alcohol or firearms on college property is illegal.
- Food and beverages are allowed in classrooms at discretion of the instructor.
- Cellphones should be turned off during class, unless the instructor is allowing students to use their tools (calculator, internet access).
- Students creating disturbances that interfere with the conduct of the class or the learning of others will be asked to leave.
- Student behavior is also detailed in student handbook under Student Code of Conduct Violations

Make-up policy:
Late assignments that can be made up will be accepted but will be penalized 25%. Laboratories cannot be made up except in the case of college closure. At the instructor's discretion, extra credit opportunities and optional activities may be provided.

Academic Integrity:
Violations of scholastic ethics are considered serious offenses by Tohono O'odham Community College, the Student Services Department, and by your instructor. Students may consult the TOCC Student Handbook sections on student code of conduct, on scholastic ethics and on the grade appeal procedure. Copies are available at Tohono O'odham Community College.

All work done for this class must be your own, or the original work of your group. While you may discuss assignments with other class members, the final written project must clearly be original. You may use work from books and other materials if it is properly cited. Copying from a book without proper reference or from a person under any circumstances will result in an "F" for the assignment, and at the

Course Syllabus

instructor's discretion, possibly an "F" for the course. If you are uncertain about proper citations ask your instructor or the librarian.

Course Feedback:

 All assignments will be graded and returned to the students promptly, typically within a week after the assignment is closed for handing in. E-mail and phone messages will be returned within two days. A student or the instructor may request a student conference at any time during the semester. Quarterly grade reports will be provided to each student, either in person, by email or via the electronic system of Canvas.