



DOANE
UNIVERSITY
SYLLABUS

Course Title	Introduction to Digital Photography
Course Number	ART 234
Number of Credits	3 semester credits
Course Dates	8/12/19 - 10/12/19
Instructor	John Keller
Email Address	john.keller@doane.edu
Office Hours/Availability	Email, text or cell. (john.keller@doane.edu or 402-450-3781)
Phone Number	402-450-3781/texts OK

Textbook Information: (e.g. title, edition, publisher, ISBN)	<p>“<u>The Beginner's Photography Guide</u>” 2nd Edition, Chris Gatcum,</p> <p>©2013 DK, ISBN 978-1-4654-4966-5</p>
Additional Course Materials	<p>Handouts in individual classes</p>
Course Description	<p>An introduction to the fundamentals of digital photography, including the operation of digital cameras and related hardware, the uses of the various digital media, and the basic functions of image editing software. Additional topics will include basic principles of photographic aesthetics</p>

	<p>and composition, and the history of photography. Course content will consist of lectures and demonstrations, with an emphasis on hands-on learning through the application of digital techniques to sample photographs and to the student's own work. Upon satisfactory completion of the course, the student will have the requisite knowledge to determine the appropriate equipment, materials and software to meet their basic photographic requirements. The student will know the basic functions and capabilities of common digital devices and software, and the skills required to utilize those functions and capabilities.</p>
--	--

<p>Program Outcomes</p>	<p>Foundational Area of Knowledge: Human Creativity</p> <p>Students will work to:</p> <ul style="list-style-type: none"> • interpret artistic and/or aesthetic expression • develop skills in self-expression through the production of their own creative work, or the critical analysis of others' work • use their insights to articulate the role of creativity in the examination of the human condition
<p>Course Learning Outcomes/Objectives</p>	<p>Upon completion of the requirements of this course, the student should be able to:</p> <ol style="list-style-type: none"> 1. Understand the basic principles of photography, including: exposure, shutter speed, aperture, ISO, depth of field, lighting and composition. Understand the camera, lenses and other accessories. 2. Understand technology as applied to digital imaging, including: white balance, file formats (.jpeg, .tiff, RAW, NEFF, etc.), dynamic range, file transfer, file storage, care of digital storage media, image resolution, working with digital images and various image editing software. 3. Use digital images in presentations. 4. Capture digital images for class discussion.

Technology Requirements	https://www.doane.edu/faq/minimum-computer-requirements

Course Schedule

Week or Module	Topic	Content	Assessments Matched to Learning Outcomes	Due Date & Time
Week 1	Getting to Know The Camera & transferring image files. Brief History of Photography.	Camera specifics. Downloading image files to University server. Image browsers.	Review of 6 pre-class assignment images. Assignment for week 2: The Alphabet” & other shots Reading: : Text : 9-41 ,	6 images due at 1st class meeting.

			102-118, Equipment & lenses	
Week 2	Camera Modes	Review of the specific exposure, metering, focus and other modes.	Assignment for Week 3: Shooting in the various modes. Reading: Text: 42-77, Modes, Histogram. Shooting assignment given in class.	31 images due at beginning of 2nd class.
Week 3	Shutter Speeds & Shutter Priority Mode	Setting Shutter speeds & using Shutter Priority Mode	Reading: Text 62-72, 122-128, Shutter Speed, White Balance & Color Temperature.	16 images due at beginning of class
Week 4	Apertures & Aperture Priority Mode	Setting the Aperture and using the Aperture Priority Mode	Reading: Text 54-60, Aperture. Shooting assignment given in class.	14 images due at beginning of class
Week 5	The Manual Mode and using Exposure Compensation. 30 question Midterm exam.	Using the Manual Exposure Mode and using the Exposure Compensation controls.	Reading: Text 74-5, 80-83. Shooting assignment given in class.	8 images due at beginning of class

Week 6	Subject/image Composition and Electronic Flash	Rules and Guidelines for Composition in Photography. Flash intro	Reading: Text 122-162, 168. Shooting assignment given in class.	25 – 30 images due at beginning of class
Week 7	Storing Digital files and Introduction to Image Editing.	Methods of Storing digital images. Image Editing Basics. Discuss Portfolio for final assignment.	Reading: Text 164-180. Shooting assignment given in class.	19 images due at beginning of class
Week 8	Review final student Portfolio. Review course content, 35 question Final exam.	Critique Student Portfolios, review of 7 weeks course content.		Portfolio and one creative image due at beginning of class – 17 images

Grading Assessments

Type of Assessment	Points	Total possible points
1) Weekly shooting assignments	Varies by week	413 possible points

2) Mid-term Quiz	90	90
3) Final Exam	105	105
4) Participation & Attendance	160	160
Total Possible Points		768 points

Grade Scale

A+ = 97-100% A = 94-96% A- = 90-93% B+ = 87-89% B = 84-86% B- = 80-83%
 C+ = 77-79% C = 74-76% C- = 70-73% D+ = 67-69% D = 64-66% D- = 60-63%
 F= 59% or below

Participation Policy	<p>A student is expected to be prompt and regularly attend on-ground classes in their entirety.</p> <p>Participation in class discussions is an integral part of your grade.</p>
-----------------------------	--

Study Time	Students could expect to spend approximately 12 hours a week preparing for and actively participating in this 8-week 3 credit hour course. This actual time for study includes time for capturing digital images for the weekly assignments. Because some assignments require outdoor image capture, students should not wait until the last day of the week to complete the assignments giving changing weather conditions.
Late Work	Unexcused late and/or missing assignments will have points deducted from the total earned points.
Submitting Assignments	Weekly image assignments will be uploaded to assigned student folders using the Image Browser shortly before or at the beginning of each class.

Communication Policy including Assignment Feedback	Images from the previous week's assignment will be reviewed and discussed during each class.
Academic Integrity Policy	<p>Doane University expects and requires all its students to act with honesty and integrity and respect the rights of others in carrying out all academic assignments. Academic dishonesty, the act of knowingly and willingly attempting or assisting others to gain academic success by dishonest means, is defined in four categories:</p> <ol style="list-style-type: none"> 1. Cheating - "Intentionally using or attempting to use unauthorized information or study aids in an academic exercise."

	<p>2. Fabrication - "Intentional and unauthorized falsification of invention or any information or citation in an academic exercise."</p> <p>3. Facilitating Academic Dishonesty - "Intentionally or knowingly helping or attempting to help another to commit an act of dishonesty," and/or coercing others to do the same.</p> <p>4. Plagiarism - "Intentionally or knowingly representing the words or ideas of another as one's own in any academic exercise," in both oral and written projects.</p> <p><i>Gehring, D., Nuss, E.M., & Pavela, G. (1986). Issues and perspectives on academic integrity. Columbus, OH: National Association of Student Personnel Administrators</i></p> <p>For more information on the sanctions for academic dishonesty, please visit the website:</p> <p>http://catalog.doane.edu/content.php?catoid=18&navoid=1448#Academic Dishonesty</p>
Academic Support	<p>Please contact academicsupport@doane.edu https://www.doane.edu/graduate-and-adult/academic-support</p>
Disability Services	<p>https://www.doane.edu/disability-services</p> <p>Doane University supports reasonable accommodations to allow participation by individuals with disabilities. Any request for accommodation must be initiated by the student as soon as possible. Each student receiving accommodations is responsible for his or her educational and personal needs while enrolled at Doane University.</p>

Military Services	https://www.doane.edu/graduate-and-adult/military
Anti-Harassment Policy	http://catalog.doane.edu/content.php?catoid=5&navoid=452
Grade Appeal Process	http://catalog.doane.edu/content.php?catoid=5&navoid=238
Credit Hour Definition	Doane University follows the federal guideline defining a credit hour as one hour (50 minutes) of classroom or direct faculty instruction and a minimum of two hours of out-of-class student work each week for approximately fifteen weeks (one semester), or the equivalent amount of work over a different time period (e.g., an 8-week term). This definition applies to courses regardless of delivery format, and thus includes in-person, online, and hybrid courses (combination of in-person and online). It also applies to internship, laboratory, performance, practicum, research, student teaching, and studio courses, among other contexts.
Syllabus Changes	Circumstances may occur which require adjustments to the syllabus. Changes will be made public at the earliest possible time.