

Syllabus for
ART 365—Digital Photography
3 Credit Hours
Fall 2010

I. COURSE DESCRIPTION

A course in basic photographic procedures using digital SLR camera and available light. Includes use of camera and digital equipment, composition through the viewfinder of the camera, output of images and paper, cropping, and mounting. Also includes the application of visual devices (e.g., art elements and art principles) to photography. (Class contact for lecture and studio-6 hours per week.)
Prerequisites: ART 101.
Course fee: \$40

II. COURSE GOALS

The purpose of this course is to enable the student to do the following:

- A. Develop a working knowledge of the following equipment: Nikon D3000 digital SLR camera and lens, Apple Mac computers, and Adobe Photoshop software.
- B. Understand photographic composition and the ability to communicate through images.
- C. Gain an adequate working knowledge photographic exposure using the camera's aperture, shutter, and ISO settings. Establish correct exposure and equivalent exposure calculations.
- D. Accurately record an event through photographic coverage.
- E. Effectively edit and layout digital images with Photoshop in an accurate and visually pleasing manner.

III. STUDENT LEARNING OUTCOMES FOR THIS COURSE

As a result of successfully completing this course, the student will be able to do the following:

- A. Accurately record and expose an available light scene with a digital SLR Camera.
- B. Adjust digital SLR camera controls to produce desired exposure and contrast effect.
- C. Calculate and apply equivalent exposure techniques to produce desired outcome.
- D. Compose subjects within an image that is visually and artistically appealing.
- E. Import image files from camera and memory cards using computer equipment and software.
- F. Accurately adjust image files for correct exposure, color, detail, and sharpness.
- G. Record feature style photograph and layout multiple images in a picture story collage.

IV. TEXTBOOK AND OTHER LEARNING RESOURCES

Required Materials

1. Textbook
London, B. and J. Stone. 1st ed. A short course in digital photography. New York: Prentice Hall. ISBN 9780205745036
2. The student must provide the following materials:
 - a. 15 CD-R Disk with Paper CD Sleeves
 - b. 8 GB+ USB Thumb Drive

V. POLICIES AND PROCEDURES

A. University Policies and Procedures

1. Attendance at each class or laboratory is mandatory at Oral Roberts University. Excessive absences can reduce a student's grade or deny credit for the course.
2. Students taking a late exam because of an unauthorized absence are charged a late exam fee.
3. Students and faculty at Oral Roberts University must adhere to all laws addressing the ethical use of others' materials, whether it is in the form of print, electronic, video, multimedia, or computer software. Plagiarism and other forms of cheating involve both lying and stealing and are violations of ORU's Honor Code: "I will not cheat or plagiarize; I will do my own academic work and will not inappropriately collaborate with other students on assignments." Plagiarism is usually defined as copying someone else's ideas, words, or sentence structure and submitting them as one's own. Other forms of academic dishonesty include (but are not limited to) the following:
 - a. Submitting another's work as one's own or colluding with someone else and submitting that work as though it were his or hers;
 - b. Failing to meet group assignment or project requirements while claiming to have done so;
 - c. Failing to cite sources used in a paper;
 - d. Creating results for experiments, observations, interviews, or projects that were not done;
 - e. Receiving or giving unauthorized help on assignments.By submitting an assignment in any form, the student gives permission for the assignment to be checked for plagiarism, either by submitting the work for electronic verification or by other means. Penalties for any of the above infractions may result in disciplinary action including failing the assignment or failing the course or expulsion from the University, as determined by department and University guidelines.
4. Final exams cannot be given before their scheduled times. Students need to check the final exam schedule before planning return flights or other events at the end of the semester.
5. Students are to be in compliance with University, school, and departmental policies regarding Whole Person Assessment requirements. Students should consult the WPA handbooks for requirements regarding general education and the students' majors.
 - a. The penalty for not submitting electronically or for incorrectly submitting an artifact is a zero for that assignment.
 - b. By submitting an assignment, the student gives permission for the assignment to be assessed electronically.

B. Department Policies and Procedures

1. **Attendance**—At Oral Roberts University, students are expected to attend all classes. Understanding that there are sometimes unavoidable circumstances that prevent perfect attendance, each student is allowed to miss class the number of times per week a class meets. This allowance is for illness, personal business, and personal emergency. A student missing class due to illness must have a note from their doctor. Extended illnesses are handled on an individual basis and require a doctor's excuse. It is the student's responsibility to contact the professor by email when absent to account for missed assignments and to be prepared for the next class. If a student is absent more than 3 times, without making arrangements with the professor, the earned grade for the course can be reduced one letter grade for each additional absence.
2. **Administratively Excused Absences**—Students who must miss class for University sponsored activities must follow these procedures:
 - a. Inform the professor before the event.
 - b. Arrange to complete missed work within one week.
 - c. Not commit to class performances (oral reports, speeches, television tapings, group presentations, etc.) on a date the student will be gone. Makeup work is not permitted if the student voluntarily commits to a performance on the date of an administratively excused absence.
 - d. Present an excuse, signed by the Dean of Arts and Cultural Studies, the day the student returns.
3. **Tardiness**—Tardiness is an inconvenience to the other class members and the professor, and they prevent the late student from obtaining maximum value from the class. Therefore, tardies are recorded and will adversely affect your grade in the course. It is to the student's advantage to make sure that the professor is informed immediately following the close of the class that the student was tardy and not absent.
4. **Late Work**—The student is responsible for obtaining class assignments and material covered during an absence. All work must be completed as scheduled. An absence is not an excuse for turning in late work or for being unprepared with assignments for the class following the absence. If late work is accepted, a substantial penalty will be assessed.
5. **Literacy**—The Communication, Arts, and Media Department does not accept for credit any written assignment that contains more than an average of three grammatical and/or typographical errors per page.
6. **Whole Person Assessment**—Refer to the Communication, Arts, and Media WPA handbook for policies at (<http://oru.edu>), click on Academics, then WPA, then Department Resources, then CAM Handbook HTML.

C. Course Policies and Procedures

1. **Evaluation Procedure**

This course is evaluated on a point and letter grade system. Every photo assignment, test, quiz, will be given a letter grade or a point value. Grades are figured based on the following scale.

90 - 100%	of the total points	=	A	=	Exceptional
80 - 89%	of the total points	=	B	=	Above Average
70 - 79%	of the total points	=	C	=	Average
60 - 69%	of the total points	=	D	=	Below Average
Below 59%	of the total points	=	F	=	Failing

Final Project	50.0%
Field Shoots & Photo Submissions	10.0%

Written Exams	20.0%
Credit for an A work	10.0%
Attendance	10.0%
	100.0%

2. Other Policies and/or Procedures

- a. Class assignments
 - (1) Your mid-term and final test will be based on class lectures and on the textbook material.
 - (2) Students will given photographic assignments throughout the course. It is your responsibility to research and find interesting subjects to photograph for these assignments. Your photographs will be used during the course as examples for the class to discuss.
- b. Projects-Projects will be explained in the lectures and demonstrated in the computer lab. Each student will complete a designated photography assignment and a picture story/photo essay with layout.
- c. Approach-The professor's purpose is to facilitate learning. The instructor wants to make learning in this class fun. This class will not be easy, but it will be enjoyable.
- d. This is an intro class so it will start slowly and gain momentum as the semester progresses. Students will be doing a lot of shooting assignments.
- e. Attendance in class is a requirement to pass the course. There are times however when a student cannot make a class due to sickness, funerals, school athletics, or school functions. This becomes a problem for the teacher to decide whether an absence is justified or not, and an even greater challenge to maintain a correct record of excused verses unexcused classes. In the work force, employees are normally given a set amount of time for sickness while still being paid. After that time runs out, the employee is no longer paid for his time off. To simplify attendance and prepare the student for a career after college, we will adopt a similar system.
- f. Students are permitted to miss up to three days a semester of class. It doesn't matter why the student missed them, but any absence beyond three days will incur a penalty to their grade. This includes medical, funeral, etc. unless arrangements are made with the professor. Administrative excuses are considered separate. Students with perfect attendance and no tardies will be rewarded at the end of the semester. It is the student's responsibility to contact the professor by email when absent to account for missed assignments and to be prepared for the next class.
- h. Make-up work is the student's responsibility. The student has one week to make up a missed assignment after returning to class. After that time a zero will be entered for that assignment.
- i. Students arriving late for class will be considered tardy. Students who leave early from class will also be assessed a penalty. The following will apply for late/early situations:
 - 10 minute to 30 minutes - 1/2 of an absence
 - Beyond 30 minutes - Will be an absence

VI. Course Calendar

Week	Topic
1	ORIENTATION
	LEARN THE CAMERA
2	LEARN THE CAMERA
	BOOK TEST 1
3	LEARN THE CAMERA
	LEARN THE CAMERA
4	BOOK TEST 2
	PROJECT PHASE ONE
5	LEARN THE CAMERA
	LEARN THE CAMERA
6	BOOK TEST 3
	PROJECT PHASE TWO
7	MIDTERM TEST
	DIGITAL EDITING IN PHOTOSHOP
8	FALL BREAK
	FALL BREAK
9	DIGITAL EDITING IN PHOTOSHOP
	PROJECT PHASE THREE
10	BOOK TEST 4
	PHOTOSHOP TECHNIQUES
11	LIGHTING FOR PORTRAITS
	WORK DAY
12	TBA
	PROJECT PHASE FOUR
13	WORK DAY
	PROJECT DUE
14	TBA
	SHOW PROJECTS
15	SHOW PROJECTS
	EXAM REVIEW
16	FINAL EXAM

Meeting Information

Days and Time: Tuesdays and Thursdays from 8:50 to 10:40am

Location: Interactive Media Lab - LRC-1B23

Instructor Information

Instructor: Don Eland

Email: doneland@oru.edu

Phone: 918-495-7510
Office Location: BRC1B23
Office Hours: By appointment only

Course Inventory for ORU's Student Learning Outcomes

ART 365 – Digital Photography Fall 2010

This course contributes to the ORU student learning outcomes as indicated below:

Significant Contribution – Addresses the outcome directly and includes targeted assessment.

Moderate Contribution – Addresses the outcome directly or indirectly and includes some assessment.

Minimal Contribution – Addresses the outcome indirectly and includes little or no assessment.

No Contribution – Does not address the outcome.

The Student Learning Glossary at <http://ir.oru.edu/doc/glossary.pdf> defines each outcome and each of the proficiencies/capacities.

OUTCOMES & Proficiencies/Capacities		Significant Contribution	Moderate Contribution	Minimal Contribution	No Contribution
1	Outcome #1 – Spiritually Alive Proficiencies/Capacities				
1A	Biblical knowledge				X
1B	Sensitivity to the Holy Spirit				X
1C	Evangelistic capability				X
1D	Ethical behavior				X
2	Outcome #2 – Intellectually Alert Proficiencies/Capacities				
2A	Critical thinking			X	
2B	Information literacy			X	
2C	Global & historical perspectives				X
2D	Aesthetic appreciation		X		
2E	Intellectual creativity		X		
3	Outcome #3 – Physically Disciplined Proficiencies/Capacities				
3A	Healthy lifestyle				X
3B	Physically disciplined lifestyle				X
4	Outcome #4 – Socially Adept Proficiencies/Capacities				
4A	Communication skills		X		
4B	Interpersonal skills		X		
4C	Appreciation of cultural & linguistic differences				X
4D	Responsible citizenship				X
4E	Leadership capacity			X	