ARTS 187: Introduction to Photography
-- Syllabus --

ARTS 187: Introduction to Photography
Summer 2019
UNM Valencia, Fine Arts
UNM LEARN Blackboard Course

Instructor: M. Paige Taylor
Contact: mpaigetaylor@unm.edu
Office hours: Mondays: 11am-2pm, and by appointment.
Office location: Virtual. *See the "How to Contact the Instructor" section of this syllabus.*

COURSE DESCRIPTION

This course introduces the making of photographic images from a broad viewpoint to consider both as an art practice and as a cultural practice. The course covers technical information on camera use and functionality, composition and visual design, digital workflow and editing, professional functions of manipulating and enhancing images, and printing correctly and effectively. The historical aspects of photography are also covered.

STUDENT LEARNING OUTCOMES

Students will:
- Gain fluency with basic camera function as well as a working knowledge of other photographic equipment and software to produce technically competent photographs.
- Have a familiarity with current image-editing software to enhance images as well as developing a digital workflow for the management of digital images.
- Be able to develop creative solutions to visual photographic problems.
- Gain awareness of contemporary issues in contemporary art photographic practice that can be applied to the one's own individual practice.
- Develop the ability to critically analyze and discuss photographic images.
- Print* and produce a final project that demonstrates synthesis of ideas presented in the course readings, critiques, and individual research.
- Demonstrate photographic terminology, and the many ways photographs function in society, both currently and historically.

Because this course is fully online, final projects will be presented as digital images, not printed.

STUDENT RESPONSIBILITIES:

- **Computer Skills:** Students <u>must</u> have basic computer and file management skills for all online courses. Custom tutoring services are available through the Learning Center. Required pre/co requisite is IT 101: Computer FUNdamentals. Students that fall behind due to lack of basic computer skills will be dropped.

- **Computer & Internet Access**: Students <u>must</u> have access to a computer and high-speed internet. Not being able to access the content delivered for this course due to a "slow" internet connection or the inability to access a computer WILL NOT be a sufficient excuse for the inability to successfully complete work for this online course.

- **UNM Email & Blackboard Learn Access:** All UNM-Valencia students are required to have a UNM Net ID which can be created by going to: http://it.unm.edu/accounts/. UNM Net ID will give you access to the computer labs on campus, UNM Blackboard Learn and UNM Email. Make sure to update this information as your method of contact

under personal information on Lobo Web.

- **Computer Lab Responsibility:** Please be advised that use of computer labs on UNM properties is governed by "Policy 2500: Acceptable Computer Use" which can be found at http://policy.unm.edu/university-policies/2000/2500.html. Food and drink are also prohibited in any computer lab on campus. Anyone violating these policies is subject to possible suspension and loss of computer lab privileges.

- **Title IX:** In an effort to meet obligations under Title IX, UNM faculty, Teaching Assistants, and Graduate Assistants are considered "responsible employees" by the Department of Education (see pg.15 - http://www2.ed.gov/about/offices/list/ocr/docs/qa-201404-title-ix.pdf). This designation requires that any report of gender discrimination which includes sexual harassment, sexual misconduct and sexual violence made to a faculty member, TA, or GA must be reported to the Title IX Coordinator at the Office of Equal Opportunity (oeo.unm.edu). For more information on the campus policy regarding sexual misconduct, see: https://policy.unm.edu/university- policies/2000/2740.html

- **Academic Dishonesty and Plagiarism:** (see https://policy.unm.edu/regents-policies/section-4/4-8.html). Each student is expected to maintain the highest standards of honesty and integrity in academic and professional matters. The University reserves the right to take disciplinary action, including dismissal, against any student who is found responsible for academic dishonesty. Any student who has been judged to have engaged in academic dishonesty in coursework may receive a reduced or failing grade for the work in question and/or for the course. Academic dishonesty includes, but is not limited to, dishonesty in quizzes, tests or assignments; claiming credit for work not done or done by others; hindering the academic work of other students; and misrepresenting academic or professional qualifications within or outside the University.

- **Disability:** If you have a documented disability, the Equal Access Services office will provide your instructor with a letter outlining your accommodations. The instructor will then discuss the available accommodations with you to determine the best learning environment. If you feel that you need accommodations, but have not documented your disability, please contact Jeanne Lujan, the coordinator for Equal Access Services at 925-8910 or jmlujan@unm.edu

STUDENT PARTICIPATION & EXPECTATIONS

- Students who do not log in to Blackboard during the first week of class will automatically be dropped.

- Students are required to complete all projects on time, participate in online critiques and discussion boards, and maintain a safe, respectable, positive online class environment.

- Students are required to use proper **netiquette** in all online interactions with classmates and the instructor. Refer to the netiquette document on Blackboard for a specific list of acceptable and non-acceptable online behavior.

- Online classes are often more challenging than face-to-face classes. Please expect to spend a minimum of 8 hours a week (and probably more) to complete all classwork.

- Take ownership of your education. Be an active learner and be responsible for completing your work on time and doing the best you can.

- For the most part, assignments and deadlines are weekly, starting on Monday and ending Sunday before midnight. There are some exceptions, like discussion boards, class critiques, and writing assignments, which may have a Thursday deadline.
  Log in to our class on Blackboard each Monday to get the assignments for the week. There will also be a **weekly checklist** that includes all the tasks to complete for the week.

- As a learner in an online class, you are responsible for managing your time appropriately. Learning and working on assignments is asynchronous, meaning students are all working at different times toward the same goals and deadlines.

- There are four photography projects to complete. Students are required to make new photos for each project.

GRADING POLICY

- Grading is based on a timely completion of course assignments, the quality of individual technical and critical development, conceptual progress, personal commitment, and the ability to work in an online community setting. Personal commitment involves regular online participation, consistent effort, completion of work, contributing to critiques and class discussions, and the general willingness to try. Make each project meaningful to yourself!

- Student work is assessed based on the course Student Learning Outcomes (SLOs) and project objectives. There are rubrics for each photo project which correspond to the SLOs. The grading rubrics are attached to the project assignments in Blackboard. These rubrics describe how well student work meets the project requirements. Students can find feedback from the instructor in the project rubrics so that they can see areas of potential improvement.

- No full credit will be given for any late work. If an assignment is not completed on time, an automatic 0 will be issued. You will need to make arrangements with the instructor if you are planning to make up the work. Students can earn half credit for submitting photo project assignments after the due date. Students may not make up or earn partial credit for quizzes, discussion boards, and class critiques that are not completed by the due date.

- Incompletes are rarely issued. If 75% of the semester's work/projects/deliverables and participation have been completed with a satisfactory grade, an incomplete may not be issued.

Grading Breakdown

	%	points
A+	(97-100)	242-250
A	(93-96)	232-241
A-	(90-92)	224-231
B+	(87-89)	217-223
B	(83-86)	207-216
B-	(80-82)	199-206
C+	(77-79)	192-198
C	(73-76)	182-191
C-	(70-72)	174-181
D+	(67-69)	167-173
D	(63-66)	157-166
D-	(60-62)	149-156
F	(0-59)	0-148

- Photography Projects..100 points
  - *Project 1   10 points*
  - *Project 2   30 points*
  - *Project 3   30 points*
  - *Project 4   30 points*
- Class Critiques..40 points
  - *4 critiques, 10 points each*
- Quizzes..70 points
  - *14 short quizzes, 5 points each*
- Discussion Boards..24 points
  - *2 discussion boards, 12 points each*
- Other Assignments..16 points
  - *Student agreement   5 points*
  - *Syllabus question   5 points*
  - *Discussion board: software   5 points*

-------------------------   **250 points   TOTAL**

Extra Credit   15 points   maximum for the semester
Earn 5 points of extra credit for downloading and using the Remind app for our class.
Earn 5 points of extra credit for posting a helpful resource on the HELP forum (discussion board).
Earn 5 points of extra credit for completing the class feedback survey at the end of the semester.

Earn up to 10 points extra credit for visiting an art gallery or museum and completing the "Looking at Art" form. Earn up to 5 points extra credit for completing the "Looking at Art" form with an exhibition at the UNMV Fine Art Gallery. See Blackboard Learn for the "Looking at Art" form and more information.

Points will be added up and a letter grade will be issued according to the scale on page 3.

SUPPORT INFORMATION, RESOURCES, & TUTORIALS

- **Computer & Internet Access**
  If you do not have access to a computer with high-speed internet on your own, you can access a computer at:
    - **UNM Valencia Campus Computer Labs:**
        Library Computers - https://valencia.unm.edu/library/index.html

        The Learning Center Labs - https://valencia.unm.edu/campus-resources/the-learning-center/index.html

        Business & Industrial Technologies Open Computer Lab – Room 117
        Check for the open hours, which are posted at the lab each semester.
        (Students might also be able to work in the B111 computer lab classroom in between scheduled classes or with permission of the instructors teaching in B111.)
    - **Los Lunas Public Library**
       http://www.loslunasnm.gov/index.aspx?nid=103 o Belen Public Library
    - **Belen Public Library** - http://www.belen-nm.gov/library.htm
    - **Bosque Farms Public Library** – http://library.bosquefarmsnm.gov
    - **Albuquerque Public Library** - http://abqlibrary.org/home
    - **UNM Main Campus Computer Labs** - http://it.unm.edu/pods/locations.html
    - Other public libraries, public coffee shops, restaurants, malls, etc....

- **Support for UNM Blackboard Learn:**
  Blackboard Learn help: https://learn.unm.edu/

- **DMA / UNM Valencia Tutoring Services:**
  - When possible, there is a Digital Media Arts tutor available to help students with computer and software needs. Please check Blackboard for current information on availability and hours.
  - Custom tutoring services are available through UNM The Learning Center at 925-8900 or https://valencia.unm.edu/campus-resources/the-learning-center/index.html
  Online tutoring is also available.

- **Online Tutorials:**
  Much of the content for this class is posted online as instructor-created video tutorials or VoiceThread presentations. Students may also need, or want, to find addition tutorials on their own through YouTube and other sources.
  A wonderful resource for video tutorials is LinkedIn Learning (formerly Lynda.com). ALL of the LinkedIn Learning content can be accessed for FREE with an Albuquerque Public Library card and 4-digit pin number. To access LinkedIn Learning with an ABQ library card, go to: https://www.lynda.com/portal/Patron?org=cabq.gov

- **Instructor Support:**
  Please feel free to contact me at anytime with questions or concerns. Refer to the "How to Contact the Instructor" section of this syllabus for more information.

- **Class Support:**
  There is a HELP Forum discussion board in the Blackboard Learn course. Use this as a place to post questions and comments to the class. Peer learning and communication is an important part of enhancing our class community.

- **Accessibility & Equal Access:**
  - UNM-Valencia's accessibility/ADA compliance website:
  http://valencia.unm.edu/about/accessibility.html
  - UNM-Valencia's Equal Access Services website:
  http://valencia.unm.edu/students/advisement-and-counseling/equal-access-services.html

SUPPLIES

Required:
- Digital camera with manually adjustable exposure settings. (Most smart phone cameras will work for class.)
- Access to a computer with high-speed internet.

Preferred:
- Tripod
  Tripods can be improvised or borrowed from the Business & Industrial Technologies (BIT) department.
- External hard drive or cloud storage.
  Example: a USB flash or jump drive. Use your own external hard drive to save your classwork if you will be using a computer at school or other public computer. Use an external hard drive to back up your classwork if you will be using your own computer.

There is no required text book for this course.

HOW TO CONTACT THE INSTRUCTOR

Email:
Please send email to me through our class Blackboard Email link. The Email link is in the Course Menu, in the left-hand column on Blackboard. When choosing a recipient to email, choose "Michelle Taylor (Instructor)." Blackboard email is the best way for me to keep track of our correspondences. If needed, you can email me directly: **mpaigetaylor@unm. edu**. I check my Blackboard email regularly and will respond to emails within 48 hours (72 hours weekends), and usually sooner.

Remind App:
You can contact me through the Remind app. After downloading and installing the free app, join our class: ARTS 187: Introduction to Photography, @arts187. I will respond as soon as I can.

Telephone:
You can also contact me via text, telephone, or FaceTime at 213-590-1098. I will respond as soon as I can.

Office Hours:
Get an immediate response during my office hours on Mondays 11am-2pm. Contact me in any of the ways listed above.

METHODS OF INSTRUCTION

Methods of instruction include PDFs and VoiceThread presentations (lectures), articles, quizzes, video tutorials and demonstrations, discussion boards, small writing assignments, and class critiques.

PDFs & VoiceThread Presentations – There is a presentation introducing each of the four photography projects and a few other important topics. There is an accompanying PDF for each presentation.

Video Tutorials & Demos, Articles – Information for how to use digital cameras and software will be primarily through video tutorials and demonstrations. There are a few short articles to read on related topics.

Class Critiques – Each of the four photography projects will culminate in a class critique where students will share their images and comments on a Blackboard discussion board. Students will view and comment on their classmates' work, offering feedback including constructive criticism and suggestions for improvement.

Discussion Boards – Students will share ideas, photos, and comments with each other on Blackboard discussion boards as a way to help each other and prepare for photography projects.

Writing Assignments – There are a few short writing assignments, which accompany photography projects, to help students learn to express their ideas with words in addition to images.

Other Activities – Students are required to make new photographs for their projects. Please allow or schedule time to shoot for each project. Other learning activities may be assigned, as needed.

PROJECTS

Project 1: Elements & Principles of Design | 10 points | Due 6/16

Objectives:
- Students will create digital images.
- Students will practice the skill of observation.
- Students will practice critical-thinking skills.
- Students will be able to translate visual concepts into photographic images.

Assignment:
Watch the presentation "Introduction to Project 1: Elements & Principles of Design" and take the short quiz.
Read the articles about class critiques and take the short quiz.
From the list of elements and principles of design in the presentation, choose 10 to photograph. Students may use whatever kind of digital camera they choose. Images may be in color and/or black & white. Present a total of ten final digital images in the class critique (Blackboard discussion board). Be prepared to critique your classmates' photographs.

PROJECT 2: Exposing for Motion & Depth of Field | 30 points | Due 6/30

Objectives:
- Students will be able to adjust the ISO, shutter speed, and aperture on their digital camera to correctly expose and control motion and depth of field.
- Students will create digital images.
- Students will practice the skill of observation.
- Students will practice critical-thinking skills.
- Students will be able to translate visual concepts into photographic images.

Assignment:
Watch the presentation "Introduction to Project 2: Exposing for Motion & Depth of Field" and take the short quiz.

Watch the presentation "Digital Camera Basics" and take the short quiz.
Watch the presentation "Exposure Triangle" and take the short quiz.
Watch the presentation "Digital Photo Workflow" and take the short quiz.
Watch the presentation "Using Digital Image Editing Software" and take the short quiz.

Using the information you learn about the exposure triangle, ISO, shutter speeds, and apertures (f-stops), make <u>four</u> kinds of photos:

1. <u>A photo that freezes motion</u>: Photograph someone or something moving quickly. Use a fast shutter speed, something faster than 1/60 second (1/125, 1/250, 1/500 ... or faster).

2. <u>A photo that shows motion (blur)</u>: Photograph a person or thing moving quickly. Use a slow shutter speed, something slower than 1/60 second (1/30, 1/15, 1/8 ... or slower).

3. <u>A photo with shallow depth of field</u>: Make a photo where *only one thing or one part* of the image is in focus. Use the biggest aperture opening your camera has, like f/2.8, f/4, f5.6.

4. <u>A photo with deep depth of field</u>: Make photo where *everything* in the image is in focus. Use the smallest aperture opening your camera has, like f/22, f/16.

Students may use whatever kind of digital camera they choose as long as the exposure (ISO, shutter speed, and aperture) can be adjusted and controlled. Smart phone cameras where exposure can be controlled, or using an app to control exposure are ok too. Images may be in color and/or black & white.

Use digital image editing software (like Adobe Lightroom) or an app to adjust each image as desired. Students may use whatever digital image editing software or app they choose.

Present a total of <u>four,</u> final digital images in the class critique (Blackboard discussion board). Be prepared to critique your classmates' photographs.

PROJECT 3: Natural & Artificial Light | 30 points | Due 7/7

<u>Objectives:</u>
- Students will be able to correctly expose for shooting in a variety of natural and artificial lighting situations.
- Students will practice shooting black & white portraits and landscapes / urbanscapes.
- Students will create digital images.
- Students will practice the skill of observation.
- Students will practice critical-thinking skills.
- Students will be able to translate visual concepts into photographic images.

<u>Assignment:</u>
Watch the presentation "Introduction to Project 3: Natural & Artificial Light" and take the short quiz.
Apply what you learned about the exposure triangle in Project 2 and natural & artificial light (including the 3-point studio lighting set-up) in the Project 3 presentation, and make <u>six</u> kinds of photos:

1. <u>A landscape or urbanscape during the day</u> (sunny and/or overcast)
2. <u>A landscape or urbanscape during twilight and/or at night</u> (show the light from the moon and stars, street and house lights, neon signs, digital screens, etc.). (Think about using a tripod and slow exposure.)
3. <u>A portrait outside in the sun</u>
4. <u>A portrait outside in the "open shade"</u>
5. <u>A portrait inside next to a window during the day</u>
6. <u>A portrait inside with artificial lights</u>

Students may use whatever kind of digital camera they choose as long as the exposure (ISO, shutter speed, and aperture) can be adjusted and controlled. Smartphone cameras where exposure can be controlled, or using an app to control exposure are ok too. **Images must be black & white.**

Use digital image editing software (like Adobe Lightroom) or an app to adjust each image as desired. Students may use whatever digital image editing software or app they choose.

Present a total of <u>six,</u> final digital images in the class critique (Blackboard discussion board). Be prepared to critique your classmates' photographs.

PROJECT 4: Self-Directed Series (Narrative) | 30 points | 7/21

<u>Objectives:</u>
- Students will create a series of work based on a self-directed subject matter that tells a story or creates a narrative.
- Students will demonstrate the methods and techniques learned in the previous three projects to create a cohesive series of digital images to present in class.
- Students will practice expressing their visual ideas through writing.
- Students will practice the skill of observation.
- Students will practice critical-thinking skills.
- Students will be able to translate visual concepts into photographic images.

<u>Assignment:</u>
Research "narrative" and post your ideas for your final project on the Project 4 discussion board on Blackboard. Participate in the discussion board.

Considering the techniques and methods learned in class, along with ideas about narrative, create a cohesive series of <u>5-10</u> images that work together to express a narrative or tell a story.

Students may use whatever kind of digital camera they choose. Use digital image editing software (like Adobe Lightroom) or an app to adjust each image as desired.

Present <u>5-10,</u> final digital images in the class critique (Blackboard discussion board). Be prepared to critique your classmates' photographs.

Watch the presentation "How to Write an Artist Statement" and take the short quiz.
Write an artist statement for the final project (minimum of one paragraph, maximum of one page). Submit a draft to the instructor via email. Submit the final, edited artist statement with your final images.

CLASS SCHEDULE

WEEK 1: Monday 6/3	*Week 1 assignments are due by Sunday, June 9, at 11:59pm*
Assignments: **Get Set Up for Our Online Class:** • Watch the Welcome video • Complete UNM-Valencia Blackboard Learn Student Jumpstart • Read syllabus, watch syllabus video tour, and complete syllabus scavenger hunt (quiz) • Post a syllabus question on the HELP forum • Complete student agreement • Read two articles: "Netiquette" and "21 Study Tips for Online Classes Success" and take quiz • Create an account for VoiceThread & join our group (free) • Create an account for Remind app (optional, extra credit) • Discussion Board: Introductions & Favorite Photo (post)	Notes: Feel free to contact the instructor during office hours: Monday, 11am-2pm. Call, text, FaceTime, or use the Remind app. View the Week 1 Checklist for more information.

WEEK 2: Monday 6/10	*Week 2 assignments are due by Sunday, June 16, at 11:59pm**
Assignments: • Discussion Board: comment & respond* • Watch presentation: Introduction to Project 1: Elements & Principles of Design. Take quiz on presentation. • Read articles on Class Critiques. Take quiz on articles. • Shoot for Project 1.	Notes: **DUE - Project 1: Elements & Principles of Design** Submit photos on Blackboard Discussion Board by Sunday, June 16, 11:59pm. *Discussion Board: Comments are due by Thursday, June 13, 11:59pm. Responses are due by Sunday, June 16, 11:59pm.* View the Week 2 Checklist for more information.

WEEK 3: Monday 6/17	*Week 3 assignments are due by Sunday, June 23, at 11:59pm*
Assignments: • Critique Project 1: Elements & Principles of Design* • Watch presentation: Introduction to Project 2: Exposing for Motion & Depth of Field. Take quiz on presentation. • Watch presentation: Digital Camera Basics. Take quiz on presentation. • Watch presentation: Exposure Triangle. Take quiz on presentation. • Shoot for Project 2.	Notes: *Class Critique: Comments are due by Thursday, June 20, 11:59pm. Responses are due by Sunday, June 23, 11:59pm.* View the Week 3 Checklist for more information.

WEEK 4: Monday 6/24	*Week 4 assignments are due by Sunday, June 30, at 11:59pm**
Assignments: • Watch presentation: Digital Photo Workflow. Take quiz on presentation. • Watch presentation: Using Digital Image Editing Software. Take quiz on presentation. • Shoot for Project 2. • Edit and complete Project 2. • Think about ideas for your final project: Project 4: Self-Directed Series (Narrative)	Notes: **DUE - Project 2: Exposing for Motion & Depth of Field** Submit photos on Blackboard Discussion Board by Sunday, June 30, 11:59pm. View the Week 4 Checklist for more information.

COURSE OUTLINE

WEEK 5: Monday 7/1	*Week 5 assignments are due by Sunday, July 7, at 11:59pm**

Assignments:

- Critique Project 2: Exposing for Motion & Depth of Field*
- Watch presentation: Introduction to Project 3: Natural & Artificial Light. Take quiz on presentation.
- Shoot for Project 3.
- Edit and complete Project 3.
- Think about ideas for your final project: Project 4: Self-Directed Series (Narrative)
- Discussion Board: Share your ideas for your final project

Notes:

Thursday, July 4th - HOLIDAY!

*Class Critique:
Comments are due by Thursday, July 4, 11:59pm.
Responses are due by Sunday, July 7, 11:59pm.

DUE - Project 3: Natural & Artificial Light
Submit photos on Blackboard Discussion Board by Sunday, July 7, 11:59pm.

View the Week 5 Checklist for more information.

WEEK 6: Monday 7/8	*Week 6 assignments are due by Sunday, July 14, at 11:59pm*

Assignments:

- Critique Project 3: Natural & Artificial Light*
- Discussion Board: comment & respond**
- Watch presentation: Introduction to Project 4: Final, Self-Directed Project (Narrative). Take quiz on presentation.
- Shoot for Project 4.
- Edit Project 4.

Notes:

*Class Critique:
Comments are due by Thursday, July 11, 11:59pm.
Responses are due by Sunday, July 14, 11:59pm.

**Discussion Board:
Comments are due by Thursday, June 11, 11:59pm.
Responses are due by Sunday, June 14, 11:59pm.

View the Week 6 Checklist for more information.

WEEK 7: Monday 7/15	*Week 7 assignments are due by Sunday, July 21, at 11:59pm**

Assignments:

- Watch presentation: How to Write an Artist Statement. Take quiz on presentation.
- Write and edit artist statement.*
- Shoot for Project 4.
- Edit and complete Project 4.

Notes:

DUE - Project 4: Final, Self-Directed Series (Narrative)
Submit photos AND artist statement on Blackboard Discussion Board by Sunday, July 21, 11:59pm.

*Artist Statement:
Draft is due (via email) by Thursday, July 18, 11:59pm.
Final statement is due by Sunday, July 21, 11:59pm.

View the Week 7 Checklist for more information.

WEEK 8: Monday 7/22	*Week 8 assignments are due by **Friday, July 26,** at 11:59pm*

Assignments:

- Critique Project 3: Natural & Artificial Light*
- Discussion Board: Digital Image Editing Software (post only)
- Read articles on digital printing. Take quiz on articles.

Notes:

*Class Critique:
*Comments are due by **Wednesday, July 24**, 11:59pm.*
*Responses are due by **Friday, July 26**, 11:59pm.*

**Discussion Board:
*Posts are due by **Friday, July 26**, 11:59pm.*
Comments & responses are not required.

View the Week 8 Checklist for more information.