

## ***Digital Photography Course Syllabus***

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### **Course Information**

**HUAS 6330.501 Digital Photography Fall 2007'**

**WEDNESDAY 7:00 PM - 9:45 PM ATEC 1.104**

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### **Professor Contact Information**

**Marilyn Waligore, 972-883-2001, [waligore@utdallas.edu](mailto:waligore@utdallas.edu), AS 2.104, office hours:**

**TUESDAY 4:00 pm – 6:00 pm and by appointment.'**

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### **Course Pre-requisites, Co-requisites, and/or Other Restrictions**

Suggested Prerequisites: Command of general computer file management skills for a Mac or PC operating system is expected. Prior experience in photography and/or graphics software is highly recommended.

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### **Course Description**

This studio art course provides instruction in digital photography, emphasizing the relationship between new digital imaging processes and color photographic techniques. Assigned reading and class discussion will address contemporary issues in art and digital photography. Examination of the functions of light and color, crucial elements in the context of image capture, will be central to the course. Assignments will require the generation and alteration of digital photographs, with some emphasis on montage techniques. The course includes instruction in camera operation, scanning processes, lighting, image editing software, digital workflow, and output for print.

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### **Student Learning Objectives/Outcomes**

Students will create digital images, applying concepts relating to digital photographic processes, color theory and the history and process of photomontage.

Students will assess and evaluate the creative work of their peers through both written and verbal critique.

Students will research and analyze the creative work of a contemporary artist and write a scholarly paper.

Students will choose and develop proposals for two photography portfolios, which they will create.

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### **Required Textbooks and Materials**

Martin Evening, *Adobe Photoshop CS3 for Photographers* (or for CS2, earlier edition)

Jonathan Lipkin, *Photography Reborn*

Additional resources (tutorials) will be provided for students by the instructor.

Technical handout (online) provided by instructor via McDermott Library Electronic Reserves. Links available to students through webct, faculty webpage, and CDROM.

**Students will need to supply their own DSLR or Digital single lens reflex camera** (i.e. Nikon D50, Canon Digital Rebel, etc.). Students with questions regarding cameras are encouraged to contact the instructor.

**Students will be responsible for the costs of print output and storage media.** Depending upon the scope of individual projects the cost for supplies will vary--estimated at \$90.00. Costs include paper for print output and storage media such as CDs, DVDs, or external portable harddrives or flashdrives.

**webct** (<http://galaxy.utdallas.edu>) will be your source for the assignments, listings of any updates to assignments or the syllabus, especially as they relate to field trips, and evaluations of assignments. To locate your user ID and password go to <http://netid.utdallas.edu>

<http://www.utdallas.edu/~waligore/resource>

**SEE DESIGN TERMS LINK**

**AND GUIDELINES FOR SUBMITTING FILES ON THE LOCAL UTD SERVER!**

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**PHOTOGRAPHY CLASS RESOURCES (cameras, lighting, darkroom)**  
**UT-Dallas McDermott Library Electronic Reserve**

<http://utdallas.docutek.com/eres/>

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### **Suggested Course Materials**

**PRINTS:** For print output, students are encouraged to use their personal printers, using a paper similar in weight to that of a standard photographic paper, such as Epson Heavyweight Matte, as in 50 lb. weight paper. **NO color laser prints** or print output on low quality, light weight "typing" or Xerox paper will be accepted. Prints of approximately 8" x 10" in size print are appropriate for assignments. There are also a number of service bureaus available that balance quality and reasonable pricing.

#### ***Appropriate 'Inexpensive' Paper Types 'known' for 'ease' of 'use:'***

Epson Matte Paper Heavyweight SO41257 (50 sheets) 8.5" x 11"

Epson Photo Paper/Epson Glossy Photo Paper (50 sheets) 8.5 x 11" SO41649

You will need some kind of portfolio, either from an art store such as Asel or perhaps from a Craft store like Michaels. Reasonable substitutes include a paper box or a portfolio made from foamcore and heavy clear tape. Prints are generated for review during the critiques only, but care should be taken with the prints so they are not creased or otherwise damaged prior to critique.

**ARCHIVE FILES:** You will need storage material to archive files such as CDR, CDRW, or DVD materials. **REMEMBER TO BACK UP YOUR FILES!!** A small external harddrive of 40-60 gigs of space is preferable to a less reliable 1 gig flashdrive. If you are using small flash drives, don't plug them into the keyboard. Insert the flash drive into the front of the G5 computer. After you save your files, drag the flash drive

icon to the trash or highlight the drive and select File/Eject. Then you can safely remove the drive.

**OTHER:**

UV protective filter for camera lens

Rocket Blaster (don't use canned air)

Lens cleaner and tissue for lens cleaning or microfiber cleaning cloth

Extra battery and Extra Memory Card, Memory Card reader

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**Assignments & Academic Calendar'**

August 22	Digital Photography / Camera Optics Related Reading: <b>Lipkin: What is Digital Photography?</b> Conclusion (machines) <b>Evening:</b> Chapter 2: Photoshop Basics Photoshop Tools and Palettes (on DVD) Chapter 5: <b>Camera RAW</b> , cache, synchronize setting Camera RAW (movie 2) Chapter 11: <b>The Bridge</b> : rating images
August 29	<b>Bring Camera</b> / Lighting Practice / Camera RAW Assignment outline: <b>Portraits/Figure Study</b> Related reading: <b>Lipkin: Portraiture in the Digital Age</b> <b>The Body Electric</b> Avatars Expanding the Boundaries of the Self
September 5	Lighting exercise: Figure Study – <b>Bring Camera</b>
September 12	Lighting exercise: Figure Study – <b>Bring Camera</b>
September 19	Processing Files / Digital Workflow with Camera RAW TURN IN FILES VIA SERVER (preferred) or CDROM <b>FILES DUE: 10 figure studies / jpps</b> Related Reading: <b>Evening</b> Chapter 12: Color Management: <b>Adobe RGB</b> / Profiles Chapter 4: Basics: levels / curves / <b>adjustment layers</b> Chapter 2: Image interpolation / <b>resolution</b>
September 26	<b>CRITIQUE: figure studies / jpps / 1 representative print</b>
October 3	Assignment Outline: <b>Color Theory Portfolio</b>

(send via webct the basic concept for your portfolio)

October 10

**Montage Concepts**

Assignment Outline: Montage / Utopia / Distopia

Related Reading:

**Lipkin: The Technological Sublime  
Enchanted Landscapes  
The Indecisive Moment**

**COMPLETE MIDTERM INDIVIDUAL REVIEW by October 17.**

Please make an appointment!

**BRING CDROM with 20-30 selected images**

**ALSO, send via webct: one page maximum final montage portfolio proposal, and one page maximum proposal for paper topic.**

October 17

**Collin College, Spring Creek Campus, Plano**

**Reception starts at 6:00 pm**

**Waligore artist talk at 7:30 pm / The Art Gallery**

TURN IN FILES VIA SERVER

**FILES DUE: 10 Color Studies / jpps**

October 24

**CRIT: Color Theory Portfolio**

**Color Studies / jpps / 1 representative print**

\*Society of Photographic Education South Central Regional Conference  
at UT-Arlington This Week!

October 31

**5-7 PAGE RESEARCH PAPER DUE**

**Montage Techniques**

Related Reading: **Evening**

Chapter 8: **Layers**, Selections, Paths ( Movie 8)

Chapter 7: Cloning

Chapter 10: Filters / Liquify / **Lens Correction** / Lens Blur

November 7

**CRIT: Montage / Utopia / Distopia**

**1 print / 1 psd file flattened 8-10 meg**

**-also, same "unflattened" files with layers**

**downsampled to 5 meg**

TURN IN FILES VIA SERVER

November 14

**Digital Workflow and Printing**

**Advanced Montage Techniques**

Related Reading: **Evening**

Chapter 12: Color Management /  
Rendering Intents & ICC Profiles  
Camera Calibration (movie 3)  
Chapter 13: Print Output / **Photoshop Print Dialog**  
Chapter 8: **Masking (movie 9)**  
Chapter 4: **Unsharp Mask Filter**

November 21      Editing Final Portfolio / Print Output  
Contributions to Fall Festival (TBD)

November 29      **FINAL CRITIQUE**  
**DUE: Montage Portfolio (NEW images)**  
**5 prints / 5 psd files flattened 8-10 meg**  
**--also, same "unflattened" files with layers**  
**downsampled to 5 meg each**  
TURN IN FILES VIA SERVER  
**ONE PAGE PORTFOLIO STATEMENT.**

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### **Grading Policy**

Requirements include: attendance and participation in class workshops, critiques, and discussions; digital images--output to print--created in response to assignments and in fulfillment of a final portfolio requirement; a short essay providing an overview of the final portfolio; and a 5-7 page research paper.

#### ***class attendance and participation* 20%**

--active participation in critique and discussion

--preparation for class including materials needed for file editing, printing and for group critique

#### ***class assignments (5% each) : 10%*** (figure study ; montage: utopia/distopia)

Two assignments will provide a general framework for technical practice and for exploring issues in digital photography .

#### ***Midterm and final portfolios: 30%***

*(midterm color portfolio 10%; final montage portfolio 20%):*

The portfolio will be based on a topic or theme selected by the student with approval from the instructors. Proposals are to be submitted via webct.

***short research paper* 30%** 5-7 typed double-spaced pages, with instructor approval of topic

#### ***short essay: 10%*** --commentary on final montage portfolio

A final essay written by the student should include a reflection on the montage process selected in relationship to the theme or topic explored in the final montage portfolio project. The length of the essay should be two typed, double-spaced pages and submitted via webct.

**Guidelines for submission of work for evaluation:**

- 1) Submit electronic image files via MAC server
- 2) Submit electronic texts (papers, etc.) via webct
- 3) Image files will be in JPEG or PSD format as specified in assignment outline.
- 4) “Unflattened” versions of PSD files should be downsampled to a smaller size of 5 megabytes—to reveal working process.
- 5) Flattened versions of PSD files should be about 8-10 megabytes in terms of filesize.
- 6) Prints will be presented during class in critique.’

***Evaluation ‘Criteria’ for ‘Creative’ Work’:***

**1-the relationship between content and form:** Is the image a work of art?

How does the idea that serves as the point of origin for the image influence the selection of materials and processes for execution? How does the meaning of the work and its construction interrelate?

**2-experimentation:** Have we seen this before?

What risks, in terms of challenges to convention or experimentation with materials, were taken to arrive at the final form of the work? Does the work surprise the viewer in terms of correspondences between content and form? Are there new combinations of familiar methods, materials, and visual approaches to design?

**3-presentation:** Are we convinced?

Considering the limitations of the workshops, what kind of care and attention was devoted to the creation of the photographs/images? If the project was less ambitious in terms of scale and execution, perhaps a series of images will best demonstrate the overall intention of the artist in terms of concept .

**4-concept:** What is the idea?

The concept informing the creation of the final project may be complex and multi-faceted. Photographic work may be more conceptual and less dependent upon traditional aesthetic criteria for evaluation.

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**Course & Instructor Policies**

Digital Photography is a practice-based studio course. During specific course periods when studio work time is scheduled, students should be prepared to shoot images, prepare prints for exhibition, or share files with the instructor. Evaluation will be based on attendance and participation, class assignments, midterm portfolio and final portfolio of digital photographic images, written essays, class presentation, and participation in critiques. Attendance at critiques is comparable to exams in lecture courses. The studio assignments are designed to assess the student’s ability to apply principles discussed in class and to measure the individual student’s improvement over time. **Consequently, assignments that are turned in late are downgraded one letter grade and must be submitted within two weeks of the deadline.**

In the context of this course there will be an emphasis on shooting. Consequently, for your assignments do not use web downloads, “clip art” or “clip photography.” Work created with such images will not be accepted for evaluation.

**Class Participation Attendance is required and the final grade for class participation will be lowered due to absenteeism.** Arriving at class late or leaving early is disruptive, and should be avoided. Students, who are absent from class when assignments are announced, need to check with other students regarding the parameters of the exercise. The instructor will only clarify specific points. UTD students enrolled in art courses must attend the prescribed three hours of class per week. This arrangement of scheduled time is designed to accommodate the UTD student population. Most studio courses offered by universities require six hours of contact per week. Hence, attendance during the stipulated three hours is necessary. Also, students need to work outside of class time—at least those three remaining hours if not more—in order to finish assignments in a timely manner. Work submitted for evaluation must be generated by the individual student and must represent the product of activity from the current semester and class. **Any student with a severe illness or with other problems that hinder their attendance should contact the instructor at 972-883-2001 or waligore@utdallas.edu** Students have the responsibility to obtain a written medical excuse from a doctor and to submit it to the instructor if absences are due to medical problems. Students with special needs that relate to physical challenges should consult with the instructor as early as possible during the semester. Proper academic conduct during class is expected. Enrolled students are responsible for maintaining a cooperative environment (i.e. Do not type email messages/chat or engage in cell phone calls during lectures and critiques.) ***The syllabus is subject to change at the instructor's discretion.***

**Withdrawal dates:** Observe the university calendar online for the deadline to withdraw from classes. **Last day to withdraw with an Automatic W: Thursday, November 1.**

**Equipment and the Laboratory:** Instruction in the use of equipment and care of facilities is designed to prevent damage through misuse. Questions on the use or location of equipment should be directed to the instructor. Only currently enrolled digital photography students with prior experience in photography are permitted to use the darkroom. Students may gain access to the lab during scheduled building or lab hours outside of scheduled class time, with permission of instructor.

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**Class Structure:** The course alternates between studio/demonstration, and lecture/discussion. During studio sessions the class will meet formally for lecture/demonstrations. The remaining time will be set aside for work in the digital lab. Students must arrive with necessary materials or digital files, prepared for studio work.

**Field Trips:** Students are encouraged to coordinate among themselves regarding travel to off-campus sites for gallery visits or shooting sessions. A form must be filled out by each student for each event and submitted in advance of the field trip. Should the timeframe of an off-campus trip be unworkable, given an individual student's class schedule, a substitute assignment or project can be substituted IF the student consults with the instructor in advance of the trip.

For the university's policies regarding Student Conduct and Discipline, Academic Integrity, Email Use, Withdrawal from Class, Student Grievance Procedures, Incomplete Grade Policy, Disability Services, Religious Holy Days, and Off-Campus Instruction and Course Activities, please review the attached UNIVERSITY POLICIES.

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## Technical Support

If you experience any problems with your UTD account you may send an email to: [assist@utdallas.edu](mailto:assist@utdallas.edu) or call the UTD Helpdesk at 972 883-2911.

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## Field Trip Policies Off-Campus Instruction and Course Activities

*Off-campus, out-of-state, and foreign instruction and activities are subject to state law and University policies and procedures regarding travel and risk-related activities. Information regarding these rules and regulations may be found at the website address [http://www.utdallas.edu/BusinessAffairs/Travel\\_Risk\\_Activities.htm](http://www.utdallas.edu/BusinessAffairs/Travel_Risk_Activities.htm). Additional information is available from the office of the school dean. Below is a description of any travel and/or risk-related activity associated with this course.*

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## Student Conduct & Discipline

The University of Texas System and The University of Texas at Dallas have rules and regulations for the orderly and efficient conduct of their business. It is the responsibility of each student and each student organization to be knowledgeable about the rules and regulations which govern student conduct and activities. General information on student conduct and discipline is contained in the UTD printed publication, *A to Z Guide*, which is provided to all registered students each academic year.

The University of Texas at Dallas administers student discipline within the procedures of recognized and established due process. Procedures are defined and described in the *Rules and Regulations, Series 50000, Board of Regents, The University of Texas System*, and in Title V, Rules on Student Services and Activities of the university's *Handbook of Operating Procedures*. Copies of these rules and regulations are available to students in the Office of the Dean of Students, where staff members are available to assist students in interpreting the rules and regulations (SU 1.602, 972/883-6391) and online at <http://www.utdallas.edu/judicialaffairs/UTDJudicialAffairs-HOPV.html>

A student at the university neither loses the rights nor escapes the responsibilities of citizenship. He or she is expected to obey federal, state, and local laws as well as the Regents' Rules, university regulations, and administrative rules. Students are subject to discipline for violating the standards of conduct whether such conduct takes place on or off campus, or whether civil or criminal penalties are also imposed for such conduct.

## Academic Integrity

The faculty expects from its students a high level of responsibility and academic honesty. Because the value of an academic degree depends upon the absolute integrity of the work done by the student for that degree, it is imperative that a student demonstrate a high standard of individual honor in his or her scholastic work.

Scholastic Dishonesty, any student who commits an act of scholastic dishonesty is subject to discipline. Scholastic dishonesty includes but is not limited to cheating,



plagiarism, collusion, the submission for credit of any work or materials that are attributable in whole or in part to another person, taking an examination for another person, any act designed to give unfair advantage to a student or the attempt to commit such acts.

Plagiarism, especially from the web, from portions of papers for other classes, and from any other source is unacceptable and will be dealt with under the university's policy on plagiarism (see general catalog for details). This course will use the resources of turnitin.com, which searches the web for possible plagiarism and is over 90% effective.

## **Copyright Notice**

The copyright law of the United States (Title 17, United States Code) governs the making of photocopies or other reproductions of copyrighted materials, including music and software. Copying, displaying, reproducing, or distributing copyrighted works may infringe the copyright owner's rights and such infringement is subject to appropriate disciplinary action as well as criminal penalties provided by federal law. Usage of such material is only appropriate when that usage constitutes "fair use" under the Copyright Act. As a UT Dallas student, you are required to follow the institution's copyright policy (Policy Memorandum 84-1.3-46). For more information about the fair use exemption, see <http://www.utsystem.edu/ogc/intellectualproperty/copypol2.htm>

## **Email Use**

The University of Texas at Dallas recognizes the value and efficiency of communication between faculty/staff and students through electronic mail. At the same time, email raises some issues concerning security and the identity of each individual in an email exchange. The university encourages all official student email correspondence be sent only to a student's U.T. Dallas email address and that faculty and staff consider email from students official only if it originates from a UTD student account. This allows the university to maintain a high degree of confidence in the identity of all individual corresponding and the security of the transmitted information. UTD furnishes each student with a free email account that is to be used in all communication with university personnel. The Department of Information Resources at U.T. Dallas provides a method for students to have their U.T. Dallas mail forwarded to other accounts.

## **Withdrawal from Class**

The administration of this institution has set deadlines for withdrawal of any college-level courses. These dates and times are published in that semester's course catalog. Administration procedures must be followed. It is the student's responsibility to handle withdrawal requirements from any class. In other words, I cannot drop or withdraw any student. You must do the proper paperwork to ensure that you will not receive a final grade of "F" in a course if you choose not to attend the class once you are enrolled.

## **Student Grievance Procedures**

Procedures for student grievances are found in Title V, Rules on Student Services and Activities, of the university's *Handbook of Operating Procedures*.

In attempting to resolve any student grievance regarding grades, evaluations, or other fulfillments of academic responsibility, it is the obligation of the student first to make a

serious effort to resolve the matter with the instructor, supervisor, administrator, or committee with whom the grievance originates (hereafter called “the respondent”). Individual faculty members retain primary responsibility for assigning grades and evaluations. If the matter cannot be resolved at that level, the grievance must be submitted in writing to the respondent with a copy of the respondent’s School Dean. If the matter is not resolved by the written response provided by the respondent, the student may submit a written appeal to the School Dean. If the grievance is not resolved by the School Dean’s decision, the student may make a written appeal to the Dean of Graduate or Undergraduate Education, and the dean will appoint and convene an Academic Appeals Panel. The decision of the Academic Appeals Panel is final. The results of the academic appeals process will be distributed to all involved parties.

Copies of these rules and regulations are available to students in the Office of the Dean of Students, where staff members are available to assist students in interpreting the rules and regulations.

### **Incomplete Grade Policy**

As per university policy, incomplete grades will be granted only for work unavoidably missed at the semester’s end and only if 70% of the course work has been completed. An incomplete grade must be resolved within eight (8) weeks from the first day of the subsequent long semester. If the required work to complete the course and to remove the incomplete grade is not submitted by the specified deadline, the incomplete grade is changed automatically to a grade of **E**.

### **Disability Services**

The goal of Disability Services is to provide students with disabilities educational opportunities equal to those of their non-disabled peers. Disability Services is located in room 1.610 in the Student Union. Office hours are Monday and Thursday, 8:30 a.m. to 6:30 p.m.; Tuesday and Wednesday, 8:30 a.m. to 7:30 p.m.; and Friday, 8:30 a.m. to 5:30 p.m.

The contact information for the Office of Disability Services is:  
The University of Texas at Dallas, SU 22  
PO Box 830688  
Richardson, Texas 75083-0688  
(972) 883-2098 (voice or TTY)  
[disabilityservice@utdallas.edu](mailto:disabilityservice@utdallas.edu)

If you anticipate issues related to the format or requirements of this course, please meet with the Coordinator of Disability Services. The Coordinator is available to discuss ways to ensure your full participation in the course. If you determine that formal, disability-related accommodations are necessary, it is very important that you be registered with Disability Services to notify them of your eligibility for reasonable accommodations. Disability Services can then plan how best to coordinate your accommodations.

It is the student’s responsibility to notify his or her professors of the need for such an accommodation. Disability Services provides students with letters to present to faculty members to verify that the student has a disability and needs accommodations. Individuals requiring special accommodation should contact the professor after class or during office hours.

## Religious Holy Days

The University of Texas at Dallas will excuse a student from class or other required activities for the travel to and observance of a religious holy day for a religion whose places of worship are exempt from property tax under Section 11.20, Tax Code, Texas Code Annotated.

The student is encouraged to notify the instructor or activity sponsor as soon as possible regarding the absence, preferably in advance of the assignment. The student, so excused, will be allowed to take the exam or complete the assignment within a reasonable time after the absence: a period equal to the length of the absence, up to a maximum of one week. A student who notifies the instructor and completes any missed exam or assignment may not be penalized for the absence. A student who fails to complete the exam or assignment within the prescribed period may receive a failing grade for that exam or assignment.

If a student or an instructor disagrees about the nature of the absence [i.e., for the purpose of observing a religious holy day] or if there is similar disagreement about whether the student has been given a reasonable time to complete any missed assignments or examinations, either the student or the instructor may request a ruling from the chief executive officer of the institution, or his or her designee. The chief executive officer or designee must take into account the legislative intent of TEC 51.911(b), and the student and instructor will abide by the decision of the chief executive officer or designee.

***These descriptions and timelines are subject to change at the discretion of the Professor.***