

# ART 263: Digital Photography

Instructor: Mandy Keathley

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Classroom: Online

Time: Fully virtual, no meetings

Office hours: By appointment

Credits: 4

## COURSE DESCRIPTION

ART 263: Digital Photography is an introductory course in digital imaging as an expressive medium. Covers the capture and editing of photographic images in the digital environment, image manipulation software, and photo quality output. Emphasis is on technique, composition, and creative expression.

This course covers the technical and conceptual aspects of a photographic practice in a fine arts context. Class time will be dedicated to learning manual exposure, and digital editing tools. We will be covering this material through workshops, lectures, and demonstrations. These will be supplemented by in class exercises, photographic history, reading discussions, and project critiques to further conceptual and creative production. Throughout the course we will overview a range of information regarding the contemporary digital workflow. This class will build a firm understanding of manual camera capture and the reciprocal relationship between the elements of exposure along with the fundamentals of composition and color theory. In addition to the technical elements of photography this class will cover both formal and conceptual aspects of photography through readings, lectures, and discussion. These concerns include color theory, gestalt, and both historical and contemporary discussions of the medium. The projects and homework will cover the fundamentals of digital color photography, from camera capture and the nature of light and photographic vision, to conceptual approaches to image-making and digital output.

In order to be successful in this class you will need access to a computer or tablet, internet, and an understanding of both Canvas and Google Drive. As an online course, you will be more responsible than ever for your own success. The benefit of working from home will be an advantage for many of you, but if you are struggling it is up to YOU to reach out with questions. If anything significant (like a due date) changes, I will post an announcement here on Canvas. Check announcements frequently and make sure you are receiving email notifications.

## LEARNING OUTCOMES

- Successfully create photographs and explore subject matter, proper exposure, lighting conditions, composition, creativity
- Study both historic and contemporary photographers
- Develop an efficient workflow using Adobe Lightroom and Photoshop to edit photos
- Learn photographic terminology

By the end of the term students should have a strong grasp on the photographic process. General course work will include written responses and critiques of student photos, as well as demonstrated understanding of the content of specific digital images.

## HOW TO AVOID GETTING AUTOMATICALLY DROPPED WEEK 1

Students who do not fully participate in all Week 1 activities will be institutionally withdrawn from the course. This is to ensure that the class will be a good fit for you this term. The following activities must be completed by the deadline, or you will be dropped:

- Forum Activity: Introduce Yourself to the Class
- Project 1: Lightroom Practice

## COURSE MATERIALS

- TEXTBOOK: *Complete Digital Photography* by Ben Long (free ebook, links on Canvas)
- DSLR or mirrorless Camera capable of RAW capture + Lens, Batteries, Charger, SD Card , Instruction Manual, SD Card Reader \*
- Subscription to Adobe Lightroom Classic (Should be free through LBCC. If not, \$10/month) \*\*
- Access to a computer and internet connection
- External hard drive for backups \*\*\*

\* The SD Card Reader is only necessary if your laptop does not have a slot. Here's a link to a [cheap SD card reader](#) if you need one. If you borrow a kit from LBCC, it comes with everything you need except the card reader.

\*\* YES, you must download Lightroom for this course. You can get it free through LBCC. Occasionally the free student version isn't working and then it costs \$10/month, but it is the only material fee you are required to pay this term. Note there are 2 versions of Lightroom. Do not use "Lightroom," use "Lightroom Classic." All of my demos are tied to Lightroom Classic.

\*\*\* Students must take full responsibility for their images. A photographer always has 2 or more copies of their media. I recommend investing in a 500GB to 1TB external drive for your photo workflow, but you can get away with flash drives if you prefer. Always store your photos on 2 or more devices. Lost files or technical disasters are not viable excuses for late or incomplete work. Those issues are part of the intrinsic nature of working with digital media and should be anticipated in your work practices.

## COURSE ASSIGNMENTES & GRADING

All Photography Projects are due on Sunday night at 11:59pm each week. As a 4 credit class, expect to spend at least 12 hours per week on all of your course materials. That sounds like a lot, but consider that if we met in person, you would spend at least 6 hours per week in a classroom. You are now responsible for both classroom and homework assignments. Your time will be spent researching, experimenting, failing, succeeding, making photographs, and using Lightroom to edit and organize your images.

All coursework is submitted/conducted online via Canvas.

I do not accept coursework via email.

I do not accept late assignments. unless you have a verified medical/family situation AND you have made arrangements with me within a reasonable timeframe.

Emphasis is placed on hard work, improvement, and innovation. The more effort and creativity you put into your work, both in and out of class, the better your grade will be. Work not received on its due date receives no credit. Do not turn your work in via email. All work should be uploaded to Canvas and Google Drive.

Assignment grades will be divided into these categories:

- 70% Photography Projects & Critiques
- 30% Readings/Writings, Quizzes, Discussions

## COMMUNICATION

Contact me on Canvas or directly via email: keathlm@linnbenton.edu

Communicate regularly via email with any questions. All emails will be answered quickly on weekdays between 8-5pm. If you do not hear from me within 48 hours, please email me again with a polite reminder! It means I missed your email or forgot. I do not check email over the

weekend. If you'd like to schedule a one-on-one video meeting, please email me to set something up.

In your emails, be professional and clear with what you are asking. I receive a lot of emails and by following these guidelines, I can help you more quickly! Read this [article on professional email etiquette](#). Do not treat email like a casual text message. All emails should be in the following format:

1. Subject Line should include the class title and your topic: ie. "ART 263 - Question about Project 3"
2. In the Email itself, use this format:

Hi Prof Keathley OR Hi Mandy (yes, you can call me by my first name)

[type your clear, concise question here]

Best,

[your name]

You may of course use your preferred name here on Canvas. Normally, I find it quite easy to learn student names in a face-to-face class. Online this is a little trickier. If at all possible, please use the same name across gmail, canvas, and Web-runner so as to not create confusion. In the event that you are using different names across the platforms, make sure to always sign off with your preferred name, and be patient if I forget which one you go by.

### CANVAS ISN'T WORKING -- WHAT DO I DO???

You've spent hours on your project, but you're a busy student with work and studies and extra activities. Maybe you even have a family to take care of. So you waited until 11:30pm on Sunday night to even start uploading. But Canvas is giving you an error message and says it won't upload your photos. You freak out, you email me with all of your photos attached to the email and ask me to accept them that way. Will I grade your project? NO. I will not.

But don't worry. There is a back up procedure set in place. Just follow these instructions. I have linked [THIS GOOGLE FOLDER](#) to every project as a back up. When Canvas glitches on you, FIRST check to make sure your photos are 1mb each. If they are too big, that is the most common reason Canvas won't accept them. However, sometimes Canvas also just glitches. In that case, upload to Google Drive, and post a COMMENT in the assignment box that says "Canvas is not working. My photos are in the designated Google Folder." Canvas is the most efficient place for me to grade, so always prioritize that if it's working.

## BROKEN LINKS, WRONG DUE DATES, ETC.

While I strive to make the course as seamless and organized as possible, minor errors are inevitable. Oftentimes a broken link or an unavailable assignment means I have overlooked a date change or forgot to edit a link. Contact me immediately if you cannot do your work because the material you need is not available so that I may correct the situation. Email is the fastest way to reach me for urgent matters such as this. I will always do my best to fix the problem as soon as I possibly can. If an error on my part causes a significant time delay, I will accommodate you with due date extensions.

## USING CANVAS & ADOBE PRODUCTS

You will use Canvas to do all coursework during the term. It is an expectation of this course that you will use Canvas independently and seek prompt technical assistance. If you have issues with Canvas, please contact those with technical expertise ([Canvas Help](#)). One of the most common issues a student has is that they are attempting to upload a large file, especially images. Keep your images around 1MB or smaller. Sometimes, when something is not working, it is because you need to update your browser or install/update some software, such as Java or Flash.

One of the course requirements is access to a computer that meets all needs for the course. If you are taking this course online, I will not be able to work with you in person to resolve your problems with Adobe products. I will provide you with tutorial videos, helpful book recommendations, and helpful links. You will be largely on your own for learning the software, so you must troubleshoot problems yourself. Thanks to YouTube and Adobe enthusiast blogs and websites, there is a solution out there for any problem you are experiencing. Simply use your browser to search and I am certain that you will find a video or article that will help you.

## ATTENDANCE POLICY

This is a fully a-synchronistic class. No attendance required.

## ACCESSIBILITY

If you have a documented disability and anticipate needing accommodations in this course, please arrange to meet with the instructor as soon as possible. Late arrangements may cause the requested accommodations to be unavailable. If you have documented your disability, remember that you must make your request for accommodations through the Center for Accessibility Resources Online Services web page every term in order to receive

accommodations. If you believe you may need accommodations, but are not yet registered with CFAR, please go to <http://linnbenton.edu/cfar> for steps on how to apply for services or call 541-917-4789.

## ACADEMIC HONESTY

Academic honesty is an indispensable value as students acquire knowledge and develop college skills. Students are expected to practice academic honesty by not cheating, plagiarizing, or misrepresenting their coursework in any way. Plagiarism, collusion, and other forms of misrepresentation hurt the student and run counter to the goals of education. Students are responsible for understanding and avoiding academic dishonesty. Violations will result in failure of the assignment and possibly the course. Per LBCC policy, all incidents of academic dishonesty are reported to the Associate Dean of Student Development and the Dean of Arts, Social Science & Humanities.

## INCLUSION

To promote academic excellence and learning environments that encourage multiple perspectives and the free exchange of ideas, all courses at LBCC will provide students the opportunity to interact with values, opinions, and/or beliefs different than their own in safe, positive and nurturing learning environments. We are committed to equal opportunities for all faculty, staff and students to develop individually, professionally, and academically regardless of ethnicity, heritage, gender, sexual orientation, ability, socio-economic standing, cultural beliefs and traditions. We are dedicated to an environment that is inclusive and fosters awareness, understanding, and respect for diversity. If you feel excluded or threatened, please contact your instructor and/or department head. LBCC is committed to producing culturally literate individuals capable of interacting, collaborating and problem-solving in an ever-changing community and diverse workforce.

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I reserve the right to change the contents of this syllabus due to unforeseen circumstances. You will be given notice of relevant changes in class, through a Canvas Announcement, or through LBCC e-mail.