



Course Description

This course provides students with an introduction to current digital photography technology. Through the use of Adobe Lightroom CC, Adobe Photoshop CC, digital cameras, scanners and printers students explore the world of the electronic darkroom. Prior computer experience is highly recommended, but not required.

Instructor Carrie Acosta
occ@carriecosta.com
www.carriecosta.com/class/beginning

Required Text

Lightroom CC and Photoshop CC for Photographers - Classroom in a Book
 Adobe Press

ISBN-13: 978-0134288611

ISBN-10: 0134288610

Recommended Text

[The Photoshop CC Book for Digital Photographers](#)
 Author: Scott Kelby

Materials

1 USB flash drive
 1 USB media card reader (optional)
 1 pack clear plastic 8.5" x 11" binder inserts
 (for turning in prints)
 1 blank sketchbook (for image journal)
 1 glue stick (for image journal)
 Mat board/cut mat windows - wait to purchase

Grading

Projects / Critique Participation --- 55%
 Homework --- 13%
 Final Project --- 20%
 Final Exam --- 10%

Percentage	Grade
100% to 95%	A
94% to 90%	A-
89% to 86%	B+
85% to 82%	B
81% to 80%	B-
79% to 76%	C+
75% to 73%	C
72% to 70%	C-

69% to 66%	D+
65% to 63%	D
59% & under	F

Course Expectations and Details

- All photography must be new and shot for this class, unless approved by the instructor.
- All photography must be digital in some form (i.e. shot and/or edited digitally).
- All projects must be turned in on the due date in a clear protective sheet, excepting the final project which must be matted.
- The Image Journal must contain two new images per week of your choosing. Use a glue stick to affix the images inside a blank sketchbook, and write the date and photographer on the page. Turn it in at the beginning of class at the teacher's station.
- Class participation includes: attending class and critiques, turning in assignments on time, and participating in discussions and critiques throughout the semester.
- Instructor's Office Hours are by appointment. Individual appointments can be arranged by email based on the instructor's availability.
- It is the student's responsibility to keep track of the due dates and plan ahead to meet deadlines. Late work will be marked down one letter grade for each week it is late.
- Students may resubmit any project to improve the grade received. Any revisions must be received one week after the student received the original grade, and be accompanied by both the original graded work, a print of the revised work, and the appropriate digital files.
- The instructor reserves the right to make changes, as circumstances require. Changes will be announced in class.
- You must participate throughout the semester. Work submitted only during the last few weeks will not be considered for a grade.

ADA Notification:

Students requiring special assistance (including those affected by Americans with Disabilities Act) should contact the PASS office, which will inform

the instructor of any special conditions pertaining to their learning.

Family Education Rights & Privacy (FERPA):

No information regarding a student's grades or class standing will be given out over the phone or via email. All interactions of said nature will be restricted to discussions between the instructor and the student.

All About the Image Journal

The What

The Image Journal is a blank sketchbook that you will fill with images that you, personally, find interesting or inspiring. In this blank sketchbook you will use a glue stick to affix a minimum of two images per week from magazines, newspapers or printed from sites online. The images may be photography, painting or illustration and have no restrictions beyond the mandate that YOU must find them interesting. Whenever possible, make note of the artists name for future reference. You may include your own work, but only the work of other artists will go towards your credit.

At the beginning of class, turn in your Image Journal at the teacher's station. You are graded on whether you participate, not on the images you select. Loose images and binders are not accepted.

The Why

The goal of the Image Journal is to begin a collection of imagery that is interesting or inspiring specifically to you. In collecting images week by week you will discover new artists. Whenever you feel a creative block, you may use the Image Journal as a source for inspiration.

The more you learn in this class, you may look at these images and better understand what it is that makes them interesting to you: whether it's the quality of light, composition, color palette, and so on. The Image Journal also gives you a head start on researching the artist you will choose to emulate for the Final Project.

The Where

You can cut out a photo from a magazine, xerox an image from an art book, snip a photo from the newspaper or print out an image found on the web. Please try to stay away from advertisements. To give you a head start, I've compiled a gigantic list of photographic links on my website here:
www.carriecosta.com/links

Digital Lab Rules & Guidelines

- Please be on time for class. If there is a reason that you will be late or must miss a class, please let me know via email.
- Persistent tardiness or absences will affect your grade.
- If you are absent, it is your responsibility to find out what you have missed. Everything we cover each week is documented on the syllabus. Lectures or additional materials are available online at carriecosta.com/class
- Label all your materials with your full name and class section. Don't forget to label your flash drives, and any other memory cards.
- Please reserve the digital lab printers for assignment-related printing only.
- Place food or drinks on the table at the front of the room.
- Please sign in and out when class is not in session, even if you show up more than a half-hour early for class or to download images from the cameras.
- If you want to listen to music during lab times or watch the video tutorials, please bring headphones.
- Do not delete or alter images but your own.
- Please store your files on disk. Do not rely on your files stored on the hard drive or the assignments folder.
- Do not use sharp abrasive objects on the flatbed scanners. The glass on the scanners should be treated with the same care as the lens on your camera.

- Ask for assistance when you want to make an high-quality print on one of the Epson printers. You can also arrange to have prints made with the digital parapro outside of class hours (D205).
- Please report any problems with the equipment to the instructors.
- Do not install any software onto the computers with out the consent of the instructor.
- You are personally responsible for any copyright violations.
- Do not use the scanning stations for editing your photographs or browsing the internet. Once you are done scanning or burning a disk, return to your workstation.

Digital Camera Checkout Guidelines

You may check out digital SLR cameras, lenses and tripods from OCC. Call a parapro, to make a reservation at (248) 246-2471. Camera are checked out overnight Monday through Wednesday, then over the weekend from Thursday through Monday.

You are financially responsible for any equipment damaged or not returned. It is your responsibility to verify what you are signing for. (Double check before you sign out.)

When the cameras are returned, it is the student's responsibility to have the camera prepared and ready for return:

- Images removed/downloaded from film media cards
- Custom settings reset
- Dead batteries recharged
- Checking out cameras is a privilege, not a right. Discourteous students will have that privilege revoked.