

# **Digital Photography I Syllabus 2020-2021**

MVROP / Mission San Jose High School

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**\*PLEASE READ:** The Mission San Jose Digital photography class (provided by Mission Valley ROP) will be Distance Learning for the start of the school year. Do not show up at the MSJ campus, follow the Distance Learning addendum at the end of the syllabus, also refer back to it in the event classrooms open and have to close again due to COVID-19. Once the distance learning directive has been lifted we will return to the normal syllabus below.

## **STANDARD CLASS LEARNING SYLLABUS**

Study of digital photography encourages conceptual thinking and creativity. Explore hands on digital photography fundamentals to include: Adobe Photoshop, lighting, set design, studio configuration, camera operation, software interfaces, color management, photo editing, and compositing.

### **Course description from Mr.Taglianetti, Instructor**

**Part One of the course** provides fundamental competencies in digital camera, photographic design, working practices and digital manipulation. Students will become conversant in the making, uploading and editing their work in a professional workflow and will learn strategies for making better photographs of people in a variety of settings. Students will get hands-on experience with a range of equipment such cameras, lenses, strobes, scanners, printers and image capture devices.

**Part Two of the course** will move towards specialized techniques for photography in industrial, professional and media settings and the development of a personal portfolio. Students will develop skills of the professional marketplace. There will be increased emphasis placed on larger personal projects to meet specific goals and the use of visual arts concepts and terms to describe, refine and present work. Students will be introduced to all aspects of the photography industry such as selecting/testing/maintaining equipment, developing a market segment, image-making, editorial workflow, intellectual property and copyright, marketing/social media/networking, photography website design. Students will produce a portfolio of their photography, complete a resume, and present their final work for review. MVROP courses are “real-world” comprehensive professional education Digital Photography I is designed for career technical and pre-professional students. Along with the technical exercises, we will discuss issues and trends in digital photography today and discuss business/legal skills related to the technology.

The curriculum for MVROP’s Digital Photography I follows the Design, Visual and Media Arts Knowledge and Performance Anchor Standards of the California Department of Education’s.

### **Some of the concepts covered in the course:**

- Photographic design and lighting
- History of photography & historical images
- Camera and lens design, selection, operation and maintenance
- Studio photography and working with models
- Professional photography business practices
- Genres of photography and leading photographers
- Developing an area of specialty

- Intellectual property, ethics and photographer/subject rights.
- How to create & sell marketable work
- The working methods of professional photographers

Students will produce a portfolio of their work, complete a visual or graphic resume, and complete an internship or employment application with letter of intent. The portfolio will be presented in digital format and there may be an opportunity to present as a webpage. Students will be required to show portfolio progress at mid-year.

**Methods of Instruction**

A variety of formats for learning will be offered to help students meet the course objectives, such as live demos, online tutorials, projects, lectures, film/video, class presentations and critiques. I place an emphasis on mentoring and coaching and I want students to create work that is personally meaningful, technically precise, and aesthetically pleasing. Class time consists largely of hands-on demonstrations after which students are given time to complete assignments and projects on their own demo > guided practice independent practice. Generally, students are expected to complete all digital photography work during class time though, on occasion, students may need to make photographs in their community or bring materials to scan or incorporate into projects.

Be sure to check **SchoolLoop**. It is a great nice place to post assignment descriptions and completed images from former students that serve as examples of A-quality work. Mr. Taglianetti also provides detailed rubrics for larger projects and assignments.

**Final Portfolio**

Students will create a portfolio of 10 of their strongest pieces and one of those pieces will be a photographic essay. Additionally, students will create a photographic resume and sample job application in the second semester.

Certification Students who earn a C grade or higher will receive a Digital Imaging I Certificate of Completion from the Mission Valley Regional Occupational Program(MVROP). Students may also complete this assessment by Precision Exams to obtain additional certification in Digital Photography.

**Grade Breakdown (approximate, unweighted and subject to change)**

(Late assignments may be turned in for a lower grade)

Here is the approximate breakdown:

- 40%: Projects
- 40%: Daily Assignments (skill building, completion of tutorials, Assignment or image prep activities, reflections, critiques)
- 10%: Work ethic and attendance. Student may lose points each day. Examples of poor work ethic include, but are not limited to, tardiness, cellphone use, food/non- water in class, being out of seat, excessive talking or disruption.
- 10%: Portfolio development (first semester) and final portfolio (end of year)

A+	>100	B+	87	C+	75	D+	67	F	<60
A	93	B	83	C	73	D	64		
A-	90	B-	80	C-	70	D-	60		

**Classroom Rules and MVROP Professional Behavior**

*Violations of these rules will result in a loss of work ethic points & the grade will be effected.*

- **Be respectful** – Show respect to yourself, your peers and your teacher.
- Be on time and come prepared – students must be in their seat when the bell rings and stay in seat unless dismissed for other activities, and will remain in their assigned seat until dismissed by instructor.
- **NO FOOD OR DRINKS** (with the exception of bottled water, capped and kept on the floor) will be allowed in Mr.Taglianetti’s classroom.
- Cell phones and personal electronics turned OFF put inside zipped backpacks School policy prohibits the use of cell phones in class and all cellphones, iPads and personal electronic devices must be turned off and placed inside a zipped purse or backpack at all times in class. Mr. Taglianetti will let students know when cellphone cameras may be used for photography during assignments and they remain out only long enough for images to be uploaded to Google drive.
- Hall pass / Restroom use – Restroom breaks are discouraged during the first and last 10 minutes of class. Students must carry the official laminated hall pass of MSJHS Room E7 when authorized to be outside the classroom.

*Note: All students are expected to be familiar with and follow the student policies of Mission San Jose High.*

### **Attendance Policy**

Mission Valley ROP’s mission is to prepare students for employment and career preparation via post-secondary educational opportunities. Just as in business and industry, where employees are expected to show up on time every day, MVROP students are expected to show up on time every day.

### **Absences & Make-up Work**

Make-up assignments will be given for excused absences only, which include medical, legal or bereavement circumstances.

It is the student’s responsibility to make-up work and it is the student’s responsibility to let instructor know of any planned excused absence in advance and to visit Mr. Taglianetti immediately upon return to class to request the missed assignment(s) or make-up assignment(s). For those assignments that were assigned during the absence, the student will have as many days to complete the assigned work as the student was excused absent.

Failure to complete make-up assignments will adversely affect your grade.

Be advised that credits are earned by attendance Students must arrive on time to class. Talking on a cell phone or having personal conversation outside the class is unproductive and will be considered a tardy. The same thing applies to students returning late from break or lunch. Tardiness reduces instructional time and is disruptive to the classroom. Unexcused tardies will result in a loss of work ethic points and excessive tardiness may prevent the student from receiving a course completion certificate.

### **Deficiency Notices**

These are issued when it is evident that a student is in danger of failing or has earned a C-. In addition, parents will receive a telephone call and/or letter from the instructor.

“I” grades (Incomplete Grade)

“I” grades are issued on rare occasions and only for emergencies and special circumstances. It is the student’s responsibility to complete the work by the deadline stipulated in the Student Contract Form.

### **Academic Honesty Policy (Cheating is prohibited)**

Mission Valley ROP is committed to preparing students for the workforce by imparting both technical skills and business acumen. Mission Valley ROP does not condone cheating. Several measures are in place to confirm that student work is submitted by the same person who originally completed it and only once, including the use of digital signatures, file creation dates, pixel comparison and other techniques.

Any student caught cheating on an exam or copying the work of another student will be given one warning and a failing grade on that assignment. Any subsequent incident will result in termination from the class, a failing grade, and loss of credits.

### **Classroom Facilities Use**

Students are expected to use class time and classroom equipment responsibly. We have state-of-the-art computers with the latest versions of the software we will use in this course. You must use the classroom computers even if you have the software on a personal laptop or home computing device (if you are a Mac user normally, you will become comfortable on the PC). Students who do not complete work (either the current assignment or next one, either photography or other subject matter) on our classroom computers during class will lose daily work ethic points.

NO food or edible substance (nutritional or otherwise) may be consumed in the classroom and the only beverage permitted is bottled water kept capped and on the floor at all times.

### **Camera & Studio Use**

MVROP will provide you with a digital camera for use on campus during class time.

Students are not required to purchase a digital camera for this course. Mr. Taglianetti will assign student to use either their cellphone camera or one of the classroom cameras. This classroom will provide either a digital single-lens reflex (DSLR) or compact digital camera to each student to complete assigned photography during class time. In several assignments, student will be asked to use their cellphone camera. Mr. Taglianetti will only loan a classroom camera to the Digital Photography or Digital Imaging student who has completed and signed with parent(s)/guardian(s) the equipment loan/damage/loss agreement. Cameras may be loaned to students for off-campus use at Mr. Taglianetti's discretion.

### **Classroom printing of images**

The classroom will have one or more professional-grade color printers capable of making prints to 11x17 or 8X10 inches on archival, gallery-quality paper. Students will be given training in photography, editing, and color space/calibration to produce the best images possible.

Students will be assigned to print some assigned work and selected "exhibit quality" photos may also be printed for classroom displays, photo shows, and competitions. However, students will only be eligible to print an image after a small proof print has been made and Mr. Taglianetti says the image is "fit to print." For all other school-related printing, the students should consider the MSJ library printers as corresponds with their printing policy.

### **Safety procedures and guidelines**

Any behavior that endangers others, school facilities and equipment can result in permanent removal from the class.. Never handle electrical equipment without direct supervision of the instructor. Be respectful – Show respect to yourself, your peers and your teacher. Bullying will not be tolerated and will result in expulsion from the class. Always handle equipment with care. Specific safety and handling procedures will be reviewed in class instructor. Always follow instructors directions.

**Some additional references for students:**

- Curtin, D. (2004). The Textbook of Digital Photography (3rd ed.) Marblehead, MA: Short Courses, Inc.
- Freeman, M. (2004). Digital Photography Expert: Close-up Photography: The Definitive Guide for Serious Digital Photographers. Asheville, NC: Lark Books.
- Lewis, G. (1994). Photojournalism: Content & technique (2nd ed.). NY: McGraw Hill.
- Resnick, S., and Spritzer, J. (2013) D65's Lightroom Workbook: Workflow, Not
- Workflow in Lightroom 5. Miami, FL: D65
- Digital Photo Pro, a magazine targeting the professional photographer and focusing on digital photography equipment, software and techniques.

-----Cut and Return-----

Signature: Printed name and signature of both the student and the parent are required.

Print Student Name: \_\_\_\_\_ Class \_\_\_\_\_ Period \_\_\_\_\_

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Print Parent Name: \_\_\_\_\_

Parent Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## **2020-2021 MVROP Distance Learning Addendum SYLLABUS**

At the beginning of the 2020-21 school year we will be engaging in distance learning. This means all class lectures and activities will be held on line. Daily check in will be MANDATORY. All assignments and instructions will be posted on Google Classroom. The actual classes will be held on Google meet or Zoom. Instructions and a URL for the daily video meeting will be posted on Google Classroom

Students are expected to participate in all online activities as posted on Google Classroom including all video meetings. You should have your camera on, and your microphone muted unless asking a question or called upon. If you find that you have any trouble keeping up with assignments or other aspects of this class, please let me know via email at [ptaglianetti@mvrop.org](mailto:ptaglianetti@mvrop.org) as early as possible. Please be sure to be proactive in informing me about any difficulties as soon as you can so that we can try to find you a solution.

Distance learning will present many challenges but we will work through them.

**In terms of equipment, this is what you will need to complete the course during the distance learning portion:**

- Camera/phone with camera capabilities (If you own your own DSLR Camera, you may use that)
- Computer with built in microphone or camera

### **Not required but recommended:**

- Lamp/Light (Inexpensive equipment can be found at local stores-more on this later)
- Tripod/mount
- SD Card or memory stick (If you own your own digital Camera that stores on memory card)

### **Distance learning behavior and expectations:**

All classroom protocols in terms of behavior will apply to distance learning. Students are expected to behave in a respectful, civil manner and follow instructions from the instructor. Students are expected to access instructions on Google classroom on a daily basis and attend all daily Zoom/google meets as instructed. Attendance and good behavior is MANDATORY as is the completion of all assigned work.

### **Software:**

Due to restrictions of distance learning, we will not have access to the school's computers or the Adobe Software programs. However, there are online solutions that serve in the same capacity as the Adobe software. Should we return to on-site learning during the school year, we will return to the normal syllabus listed above. The software links will be provided by the instructor during the course instruction period.

### **Notifications/Alerts and Class work:**

All notices, communications, class assignments and links to zoom meetings will be posted in your Google classroom module. At the beginning of the semester you will be sent via email a class code for the class module for the period you are in. You will enter that code and then have access to all the information in that module. Simply go into Google classroom (Many of you have done this before) and enter the code in the class module that pertains to you. It is here where you will also download your assignments. Assignments will be given firm due dates (See above syllabus for policy regarding work turned in late). Instructional videos on how to use equipment and software will also be posted here as well as class exercises and instructional videos. Every assignment will list in detail what is expected along with a rubric of the grading system. I will also encourage all students to back up their work on the cloud or a memory stick in case of data loss.

### **Attendance:**

Attendance will be taken **everyday** via the Zoom/Google meet site (I will determine during the first few weeks which system works best with the students). Daily protocol will be students will log into Google classroom, go to their module and click on the link to connect them to the Zoom classroom where attendance will be taken. Anyone not logged in will be marked absent. Attendance is **MANDATORY** for the successful completion of the class. The links to the Zoom meet will be posted the first week of school.

### **Release forms/Media release approval**

Student classwork will be posted on google Classroom for review and discussion. In addition, there is an MSJ digital media site where select work will be shared with the school community. A media release form must be signed by students before any work can be shared. If any student does not want to share visual material, please inform me at once. I will not post any material without the student's permission and a media form has been signed. I encourage all students to showcase their own work and there will be several class assignments where students will showcase their work in a public forum.

For parents and legal guardians please read thoroughly the Guardian View below.

## Google Classroom - Guardian View

Google Classroom is a web-based learning environment. When logged into Google Classroom, students can collaborate with their peers and teachers. Google Classroom offers a digital safe space for students to view class announcements, access posted course content, view posted assignments, and turn in completed work. Only authorized F1S users (students, teachers, and other designated staff members) can have access to an F1S Google Classroom. Google users outside the F1S network are not granted permission to any F1S Classroom.

Parents can access their child's teachers' Google Classroom in one of the following ways:

1. From the school issued Chromebook or your home computer, ask the student to login and launch the Google Classroom App. **Please note that any activity in Google Classroom is documented under the student's login and it would be inappropriate for a parent to communicate with the teacher or other students in Google Classroom.** Parents should use their personal email to digitally communicate with the teacher.
2. From any computer with internet access, click this link <https://classroom.google.com> and have the student login with their F1S Google Apps for education username and password. **Please note that any activity in Google Classroom is documented under the student's login and it would be inappropriate for a parent to communicate with the teacher or other students in Google Classroom.** Parents should use their personal email to digitally communicate with the teacher.
3. **As a guardian, you must receive and accept an email invitation before you can receive email summaries. Only teachers and administrators from your student's school can send these invitations. You have 120 days to accept an invitation before it expires.**
  1. **The teacher or administrator emails you an invitation for a student.**
  2. **The teacher or administrator can send the invitation to any email address.**
  3. **In your email program, open your email invitation.**
  4. **Click Accept.**
    - **If you're not the guardian, click I'm Not The Guardian.**
    - **You can choose the frequency of the emails, such as daily or weekly.**
    - **You can unsubscribe or remove yourself from Classroom at any time.**

### **Guardian email summaries include:**

- Missing work—Work that is late at the time the email was sent
- Upcoming work—Work that is due today and tomorrow (for daily emails) or work that is due in the upcoming week (for weekly emails)
- Class activity—Announcements, assignments, and questions recently posted by teachers

See more details here <https://support.google.com/edu/classroom/answer/6388136>

I have read the Digital photography syllabus and understand and agree to the terms, class rules and course guidelines.

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Print students name

Date \_\_\_\_\_

Student signature

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Print parent or legal guardian name

Date \_\_\_\_\_

Parent or legal guardian signature

Parent or legal guardians contact information:

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Please read and sign the **Video Meet: Student Expectations Below**

## Daily Video Meet: Protocols and Student Expectations

### Before you start

1. The time & link to the Google Meet will be posted in Google Classroom
2. Gather your materials: device, papers, pencil/pen.
3. Find a spot without distractions.
4. If it would not be appropriate in the classroom, it is not appropriate in the meeting.
5. Be on time.

### Important privacy issues

1. When you participate in a video meeting, you are providing a “window” into your home.
2. Please think about what is behind you and what may come into view during the meeting.
3. Do not screenshot or record anything during the meeting.
4. Do not share the link with anyone that is not in the class.

### Joining the meeting

1. Click on the link or call the phone number posted in Google Classroom.
- 2.
3. Check in through the chat (top right) when you arrive. “Tom is here.”
4. Mute yourself by clicking on the bottom of the screen.

### Using your mic



1. Unmute yourself when you want to talk, then mute again.
2. Select the mic button on the bottom of your screen
3. Pause for a moment to allow for the audio delay.
4. Talk normally.
5. Do not have side conversations. The mic will pick up other noises in the room.

### **Using your camera**

1. Select the camera button on the bottom of your screen to turn it on and off.
2. Try to look at the camera, not your screen when you are talking.
3. If your camera is off, you will need to say who you are when you talk.

### **Stay engaged**

1. Nod or do “thumbs up” when others are talking.
2. Try not to do anything else when you are participating in the meeting.
3. Use the chat, but think before you type, just like you would think before you talk.
4. Raise your hand to share ideas, and the teacher will ask you to unmute yourself.

### **Keeping track**

1. Take notes on paper or in a doc during the meeting.

### **Some final thoughts**

2. Always behave as if your camera and mic are on.
3. Be respectful and patient.
4. We will get through this together!

Please sign below signifying you understand the video meeting protocols and expectations

**Student Initials** \_\_\_\_\_ **Guardian Initials** \_\_\_\_\_