

UNIVERSITY OF CALGARY  
DEPARTMENT OF ART

**UNDERGRADUATE COURSE OUTLINE**

**Art (ART) 235 Lecture 01  
Introduction to Photography and Digital Imaging  
Fall 2020**

*Lecture T, R, 08:30-09:45 am, Online Asynchronous Delivery  
Lab T, R, 09:45-11:00 am, Online Asynchronous Delivery*

**Technology Requirements for Students Taking Online, Remote and Blended Courses**

Please review the information regarding technological requirements for online courses here  
<https://elearn.ucalgary.ca/technology-requirements-for-students/>

**Instructor:** *Dr. Kristine Thoreson*  
**Office Location:** *Off campus, Zoom*  
**Office Phone:** *Off campus, Zoom*  
**E-Mail:** *knthores@ucalgary.ca*  
**Web Page:** *www.junction-north.ca*  
**Office Hours:** *Zoom, TR 12:00-2:00 or by appointment*

**Course Description**

An introductory course in current photographic methods, including digital photography, digital image processing and the presentation of photographs.

Notes: \* *Students are required to have access to a personal computer, Adobe Photoshop and their own digital single lens reflex camera that shoots a proprietary form of RAW for the duration of the term. For Nikon this is an NEF file, for Canon this is a CR2 or CR3 file. See below for further information.*

**\*\* Please note, due to COVID-19 no on-campus computer lab will be available this semester.**

**\*\*\* Lenses with wide angle (18 mm to 55 mm) and telephoto (55 mm to 250 mm) capabilities (or equivalent) are recommended but not mandatory.**

**Prerequisites &/or Co-requisites**

*N/A*

**Objectives of the Course**

Upon satisfactory completion of the course, students will be familiar with the rudiments of digital photography and will have developed the technical skills necessary to produce quality photographic images. In addition, the student will be introduced to post-processing, using a combination of software such as Adobe Photoshop and Adobe Bridge and gain some understanding of the expressive potential of the photographic medium.

**Textbooks and Readings and Required Materials**

- Langford's basic photography: the guide for serious photographers (2015)  
(available online through University of Calgary Library using your student ID to log in)
- Readings and resources as assigned
- Your camera user manual

- Access to a DSLR camera with full manual mode and RAW file capabilities
- Camera battery, memory cards, cables and or card reader
- Access to a Laptop or desktop to join Zoom meetings and edit photographs
- Access to Adobe Photoshop for the duration of the course
- Internet access
- Students may wish to use a headset for Zoom meetings but this is not mandatory

## Assignments and Evaluation

**Mandatory ZOOM meeting** for all students is on **Tuesday September 8<sup>th</sup> at 08:30 AM to 09:45 AM** Calgary time. It will not be recorded, attendance is mandatory as this is the time we will talk about course objectives, assignments, grades and camera / technology requirements. **Attendance will be taken, please log in a few minutes early with your video on and your audio off. A link will be provided to you by email.**

## Learning Tasks/Assignments

- Learning Task 1: Question of the Day Responses (D2L Discussion Board)

Weekly Written / Visual / Short Answer Responses (11 responses, 2.5 points each / 2.5% each)  
(Weekly pass or fail assignment: students receive 2.5 points for each complete post or 0 points for each missed or inadequate response)  
**27.5 points total / 27.5%. See rubric for details.**

- Learning Task 2: Photographic Assignments – (4 photographic assignments, 12 points each)  
**48 points total / 48%. See rubric for details**

- Mid-term Test (short answer, multiple choice and / or image analysis)  
**24.5 points / 24.5% (open book)**

## Evaluation Criteria (Rubrics)

Please note the following important information:

- this a course where you will practice making photographic images in an art context
- you will learn about basic DSLR camera features in order to make creative images based on specific assignment goals
- you will learn how to do basic editing (this is an introductory course) using Adobe Photoshop
- any photographs submitted for marks in this course **must be taken by you, taken this semester** for each assignment specifically, and must be shot using a DSLR in its proprietary RAW mode.
- you may not submit photographs that you've taken before the start of this course
- you may not submit photographs that were not shot specifically for each assignment, as assigned
- university level English writing is expected in weekly discussion posts including the use of proper sentence structure, spelling, capitalization, punctuation and citations (MLA, Chicago or APA may be used).

## Learning Task 1- Question of the Day Responses Rubric:

**Learning Task 1: Written / Visual or Short Answer Responses (11 responses, 2.5 points each / 2.5% each).** This is a weekly task that is marked as either done or not done. 2.5 points will be awarded for each complete response. Zero points will be awarded for each missed or inadequate

response. I will be marking posts each week however post points will **NOT** be communicated weekly but a total will be provided at the end of term.

\*If you have not received an email from me letting you know about errors in a specific post, then you have received your full points for that post. Please keep track of your post points as we go throughout the weeks to know your score.

**Inadequate responses include:** written responses that are off-topic, incorrect, plagiarized, too short, too long, insincere (sarcastic), point form, derogatory in any way, and / or with many spelling, capitalization, punctuation, sentence structure or grammatical errors (for a few examples). University level English is required.

For work in progress photographic posts, inadequate responses would include posting an image(s) that is unrelated to the topic, out of focus, more than 1 stop over or under exposed, over-processed, edited with filters or effects, not shot by you, not shot specifically for this course, or that has been submitted once before already.

Please use full sentences, your own words (when a written response is asked for) and citations for any quotes, paraphrases or ideas / images that are not your own. Please use MLA, APA or Chicago (your choice).

Respond to the "Question of the Day" by Sunday of the same week at 11 pm in the designated Discussions area in D2L each week.

Please feel free to 'be yourself' but do remember this is a university course and you should not write anything here that you would not say out loud in a regular class setting. Please make sure to post thoughtful, honest comments that help us to get to know each other and that move our weekly discussions forward, just as they would in a classroom setting.

**27.5 points total / 27.5% Total**

### **Learning Task 2, Photographic Assignments Rubric:**

All photographic assignment rubric points will be gauged according to the 'best practices' taught in class and / or assigned in the course readings and resources.

When proprietary RAW file formats are required to be submitted, this means shot in your camera's native, lossless RAW file extension. **This does not mean you can save an image as a .DNG or a .RAW after shooting another file type like a .jpg.**

#### **RAW file formats:**

Nikon: NEF

Canon: CR2 / CR3

Sony: ARW / SR2 / SRF

Pentax: PEF

**Not acceptable / zero points** will be awarded for non-proprietary RAW file submission when it's been asked of you, for example: .DNG / .RAW.

**Originality and Improvement:** Originality: Has the student chosen an interesting time of day that suits the idea as assigned? Have we seen this image or approach to the topic before in class or elsewhere? Did the student put effort into making an image that explores the topic conceptually, creatively and uniquely?

0/3 = little effort apparent, little if any concept or idea apparent

1/3 = typical outcome, apparent difficulty in finding a great approach for the image, no clear message or idea communicated, little effort towards improvement apparent  
2/3 = good effort apparent, some distracting or unresolved elements apparent, good concept beginning to appear, more work towards improvement needed to fully execute idea and or skill  
3/3 = great effort, very interesting perspective, exciting to look at and refreshing to see, strong concept related to the assignment briefing, excellent skill shown.

**Exposure:** Is the image exposed well and / or photographed using a suitable level of available light (with proper white balance)?

0/3= mostly black, or mostly white  
1/3= very underexposed or overexposed, and / or unsuitable conditions chosen  
2/3= a little underexposed or overexposed, better conditions needed to clearly execute idea  
3/3= just right, good details in blacks, whites and mid-tones, colours are clear and not murky, idea / message is clearly executed

**Composition / Design:** Have you made use of compositional techniques, chosen interesting angles, used principles / elements of design? Have you presented work with good craftsmanship and attention to neatness and detail as noted in class materials?

0/3= little apparent effort, snap-shot like, careless and sloppy or unsuitable presentation. And / or poorly done editing / over or under processing that impacts the appearance of the pixels, clarity, sharpness, colour or overall scene  
1/3= not composed very well, a fair idea but difficulty executing it, crooked or poorly executed presentation, poorly done editing / over or under processing that impacts the appearance of the pixels, clarity, sharpness, colour or overall scene  
2/3= a good composition but some aspect of it is distracting or unappealing in some way, errors or improvement needed on presentation to fully execute idea, message and design fully. Errors in editing cause some level of distraction that negatively impacts the appearance of the pixels, clarity, sharpness, colour or overall scene  
3/3= great composition using rule of thirds and / or principles / elements of design. Clean, straight, and well executed presentation with appropriate and effective editing

**Sharpness:** have you understood how to focus an image and use depth of field correctly and effectively for the execution of the assignment? Does the chosen area of focus help or hinder the success of the image technically and conceptually? Is the chosen area of focus easily identified and appropriate?

0/3= Out of focus, or razor thin focus at the critical point of focus that makes it difficult to determine where the focus is, and or out of focus all over the image.  
1/3= Slightly soft focus at the critical point of focus, a deeper or shallower depth of field is needed or focus was misjudged  
2/3= In good sharp focus at critical point of focus but slightly shallow or deep depth so that the idea is negatively impacted  
3/3= In good sharp focus at the critical point of focus and having a deep enough depth of field around the main object of the photo and for the idea presented

**Total /12** per photographic assignment (times 4)

**Total for Learning Task 2: 48 points / 48%**

## Writing

University level written work in English is a required component of the evaluation of student work. Proper sentence structure, capitalization, spelling, punctuation and grammar are expected and required.

A passing grade on each particular component of this course is essential for the student to pass the course as a whole. If students miss a required component of the course, they should contact the instructor immediately and steps will be taken in accordance with the late policy.

### **Registrar-Scheduled Final Exam - NO**

Note: It is the student's responsibility to keep a copy of or any relevant documentation regarding each submitted assignment. Please hand in your assignments directly in D2L in the proper folder.

### **Late Assignment Policy:**

Late assignments are accepted up to a week after due date only in rare circumstances but will be marked down. A Doctor's note may be required. This means A- becomes B+. (A- to B+ refers to any late submission between 1 day to 7 days after the due date. After one week from the initial due date, late assignments will receive a grade of F).

### **Additional Information**

**The course content, instruction and assignments require students to have access to a DSLR (digital single lens reflex) camera with a RAW file format. This may be NEF (Nikon) or CR2 / CR3 (Canon) for example.**

**The course content, instruction and assignments are based on Adobe Photoshop for basic image editing. No on campus computer lab will be available this semester due to Covid-19 closures.**

It is a course requirement for students to have a Digital SLR camera or advanced digital camera with full manual capabilities and RAW file format capabilities.

### **Week 1:**

To Do:

Read / Watch the resources posted to D2L.

Respond to the "Question of the Day" in the Discussion Board by Sunday at 11 pm.

Please use either MLA, APA or Chicago (your choice) to cite any and all paraphrases or quotes that you use. See Discussion Board and rubric for details.

Lectures: Introduction to the class syllabus and course requirements. Introduction to Art Photography and an introduction the camera and core camera controls – Automatic vs. 'Program' or 'Auto' modes as well as Aperture, Shutter Speed, ISO orientation.

Labs: Independent exploration of your camera, finding your camera manual.

### **Week 2:**

Read / Watch the resources posted to D2L.

Respond to the "Question of the Day" in the Discussion Board by Sunday at 11 pm.

Please use either MLA, APA or Chicago (your choice) to cite any and all paraphrases or quotes that you use. See Discussion Board and rubric for details.

Lectures: Why use Program mode, why use Manual mode? Camera controls and their creative effects and practical uses. Art photography examples to consider.

Labs: Putting theory into practice, independent outdoor practice. Understanding your camera controls.

### **Week 3:**

Read / Watch the resources posted to D2L.

Respond to the "Question of the Day" in the Discussion Board by Sunday at 11 pm.

Please use either MLA, APA or Chicago (your choice) to cite any and all paraphrases or quotes that you use. See Discussion Board and rubric for details.

Lecture: DSLR and Light – what's an internal light meter and what is a white balance for? Camera formats, camera lenses, the concept of image resolution, and digital imaging technology. Freezing and Blurring an image using shutter speeds.

Lab: **First photo assignment: Creating a 'Sense of Place' through stillness or motion.**  
**Due date: September 29th.** Digital images submitted via D2L **Dropbox Assignment 1.**

**Week 4:** Read / Watch the resources posted to D2L.

Respond to the "Question of the Day" in the Discussion Board by Sunday at 11 pm.

Please use either MLA, APA or Chicago (your choice) to cite any and all paraphrases or quotes that you use. See Discussion Board and rubric for details.

Lectures: An introduction to workflow and non-destructive editing using Adobe Photoshop. **Zoom Tutorial scheduled** for those that would like a live demonstration. It is not required to attend but recommended. The time will be announced in D2L.

Labs: Independent practice, non-destructive editing. Continued shooting for Photo Assignment 1.

**Week 5:**

Read / Watch the resources posted to D2L.

Respond to the "Question of the Day" in the Discussion Board by Sunday at 11 pm.

Please use either MLA, APA or Chicago (your choice) to cite any and all paraphrases or quotes that you use. See Discussion Board and rubric for details.

Lectures: Composition in photography. Using and breaking the Rule of Third and the Principles and Elements of Design.

Labs: Independent practice using the rule of thirds and principles / elements of design.

**Second photo assignment: Composition and design in photography – it's 'Jungle out There'.**

**Due date: October 22nd.** Digital images submitted via D2L **Dropbox Assignment 2.**

Ongoing independent work on photo assignment 1 and 2.

**Week 6:**

Read / Watch the resources posted to D2L.

Respond to the "Question of the Day" in the Discussion Board by Sunday at 11 pm.

Please use either MLA, APA or Chicago (your choice) to cite any and all paraphrases or quotes that you use. See Discussion Board and rubric for details.

Lectures: Daylight, low light photography and movement. Understanding how to shoot well technically and creatively in all kinds of light using histograms.

Labs: Putting theory into practice, independent outdoor / indoor practice. Understanding light.

**Week 7:**

Read / Watch the resources posted to D2L.

Respond to the "Question of the Day" in the Discussion Board by Sunday at 11 pm.

Please use either MLA, APA or Chicago (your choice) to cite any and all paraphrases or quotes that you use. See Discussion Board and rubric for details.

Lecture: Critical thinking and photography. Using your visual literacy to create thought-provoking images. Representation as re-presentation. Roland Barthes.

Lab: **Third photo assignment: Shoot with purpose to achieve a creative outcome for your 'Alter Ego' using Roland Barthes "Photographic Connotations" of either Pose or Object.**

**Due date: November 19th.** Digital images submitted via D2L Dropbox Assignment 3.  
Ongoing independent work on photo assignments 1 through 3.

**Week 8:**

Read / Watch the resources posted to D2L.

Respond to the "Question of the Day" in the Discussion Board by Sunday at 11 pm.

Please use either MLA, APA or Chicago (your choice) to cite any and all paraphrases or quotes that you use. See Discussion Board and rubric for details.

Lectures: Artist feature, historic and contemporary photography in context and portraits.

Labs: **Fourth photo assignment: Open choice assignment. Details to be provided in class.**

**Due date: December 1st.** Digital images submitted via D2L Dropbox Assignment 4.

Ongoing independent work on photo assignments 1 through 4.

**Week 9:** No Discussion post today.

Lectures: Mid-term test on photography content to date. Test –to be completed via D2L 'Quizzes' tab.

Labs: Ongoing independent work on photo assignments.

**Week 10:** No classes, Term Break November 9<sup>th</sup> though 15<sup>th</sup>.

**Week 11:** Read / Watch the resources posted to D2L.

Respond to the "Question of the Day" in the Discussion Board by Sunday at 11 pm.

Please use either MLA, APA or Chicago (your choice) to cite any and all paraphrases or quotes that you use. See Discussion Board and rubric for details.

Lectures: Environmental Art: making a difference in the world through photography. Ed Burtyrisk and others.

Labs: Ongoing independent work on photo assignments.

**Week 12:**

Read / Watch the resources posted to D2L.

Respond to the "Question of the Day" in the Discussion Board by Sunday at 11 pm.

Please use either MLA, APA or Chicago (your choice) to cite any and all paraphrases or quotes that you use. See Discussion Board and rubric for details.

Lectures: Artist feature, historic and contemporary photography in context. Jeff Wall and others.

Labs: Ongoing independent work on photo assignments.

**Week 13:**

Read / Watch the resources posted to D2L.

Respond to the "Question of the Day" in the Discussion Board by Sunday at 11 pm.

Please use either MLA, APA or Chicago (your choice) to cite any and all paraphrases or quotes that you use. See Discussion Board and rubric for details.

Lecture: Artist feature, historic and contemporary photography in context.

Lab: Ongoing independent work on photo assignment.

## Week 14:

No Lecture / Lab – photo assignment 4 due to the D2L dropbox.

No Discussion post this week.

### Grading Method/Grading Scale:

Percentage	Grade	G.P.V.	Grade Definition
96-100	A+	4.0	Outstanding
90-95	A	4.0	Excellent-superior performance, showing comprehensive understanding of subject matter.
85-89	A-	3.7	
80-84	B+	3.3	
75-79	B	3.0	Good – clearly above average performance with knowledge of subject matter generally
70-74	B-	2.7	
65-69	C+	2.3	
60-64	C	2.0	Satisfactory – basic understanding of the subject
55-59	C-	1.7	
53-54	D+	1.3	
50-52	D	1.0	Minimal pass – marginal performance; generally insufficient preparation for subsequent courses in the same subject
0-49	F	0	Fail – unsatisfactory performance or failure to meet course requirements.

### Internet and Electronic Communication Device Information

N/A

### Models

In accordance with public health regulations in Alberta due to Covid-19, social distancing regulations must be followed while completing assignments in this course.

### Portfolios and Assignments

The Department of Art will not assume responsibility for lost or stolen portfolios or course work given to instructors for grading, or for work posted on bulletin boards in the art building.

**Note - All unclaimed work will be disposed of.**

**Note - Studio spaces, bulletin boards and display areas need to be cleared 2 weeks after the last day of classes.**

### Studio Procedures

The creation of art can be a dirty process and a studio is only workable if everyone cooperates in keeping it clean. Out of respect and consideration for your classmates and other users of the space, it is expected that everyone will participate in keeping the studio clean and tidy.

### Academic Accommodations

The student accommodation policy can be found at [ucalgary.ca/access/accommodations/policy](http://ucalgary.ca/access/accommodations/policy).

Students needing an Accommodation because of a Disability or medical condition should communicate this need to Student Accessibility Services in accordance with the Procedure for Accommodations for

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Students with Disabilities [ucalgary.ca/policies/files/policies/student-accommodation-policy](http://ucalgary.ca/policies/files/policies/student-accommodation-policy).

Students needing an Accommodation based on a Protected Ground other than Disability, should communicate this need, preferably in writing, to the course instructor.

### **Academic Standing**

For more information go to <http://www.ucalgary.ca/pubs/calendar/current/f.html>

### **Deferral of Exams/Term work**

It is possible to request a deferral of term work or final examination(s) for reasons of illness, accident, family or domestic affliction, or religious obligations. Please check with Enrolment Services if any of these issues make it impossible for you to sit an exam or finish term work by stated deadlines.

For more information about deferring a final exam go to <https://www.ucalgary.ca/registrar/exams/deferred-exams>

For more information about deferral of term work go to <http://www.ucalgary.ca/pubs/calendar/current/g-7.html>  
[http://www.ucalgary.ca/registrar/files/registrar/deferred\\_termwork15.pdf](http://www.ucalgary.ca/registrar/files/registrar/deferred_termwork15.pdf)

### **F.O.I.P.**

For more information go to <https://www.ucalgary.ca/legalservices/foip>

### **Writing/Plagiarism**

Writing skills are not exclusive to English courses and, in fact, should cross all disciplines. The University supports the belief that throughout their University careers, students should be taught how to write well so that when they graduate their writing abilities will be far above the minimal standards required at entrance. Consistent with this belief, students are expected to do a substantial amount of writing in their University courses and, where appropriate, members of faculty can and should use writing and the grading thereof as a factor in the evaluation of student work. The services provided by the Writing Support Services can be utilized by all undergraduate and graduate students who feel they require further assistance.

For more information go to <http://www.ucalgary.ca/ssc/writing-support>  
or  
<http://www.ucalgary.ca/pubs/calendar/current/e-2.html>

Using any source whatsoever without clearly documenting it is a serious academic offense. Consequences include failure on the assignment, failure in the course and possibly suspension or expulsion from the university. Visual art projects submitted for course credit must be produced by the student specifically for this class. Students must not submit projects if credit has or will be provided for it in another class. This includes re-worked assignments from previous or concurrent courses, unless permission is provided in writing by the instructor. Additionally, the student is asked to be mindful of using visual sources from the internet, ensuring that that material is not derived from any on-line or other available source, and that appropriate copyright permission is granted, when required.

### **Campus Mental Health Resources**

[SU Wellness Centre](#) and the [Campus Mental Health Strategy](#)

## **Campus Security/Safewalk**

Call 220-5333 anytime. Help phones are located throughout campus, parking lots and elevators; they connect directly to Campus Security - in case of emergency, press the red button.

For more information go to <http://www.ucalgary.ca/security/safewalk>

## **Emergency Evacuation**

For more information go to <https://live-risk.ucalgary.ca/risk/emergency-management/evac-drills-assembly-points/assembly-points>

## **Ethics**

Whenever you perform research with human participants (i.e., surveys, interviews or observation) as part of your university studies, you are responsible for following university research ethics guidelines. Your instructor must review and approve of your research plans and supervise your research.

For more information go to <http://www.ucalgary.ca/pubs/calendar/current/e-5.html>

or

<https://www.ucalgary.ca/research/researchers/ethics-compliance/chreb>

## **Instructor Intellectual Property and Copyright Legislation**

Course materials created by the instructor (including course outlines, presentations and posted notes, labs, case studies, assignments and exams) remain the intellectual property of the instructor. These materials may NOT be reproduced, redistributed or copied without the explicit consent of the instructor. The posting of course materials to third party websites such as note-sharing sites without permission is prohibited. Sharing of extracts of these course materials with other students enrolled in the same course section and term may be allowed under fair dealing. Check with the instructor if you have any questions about sharing materials with classmates.

All students are required to read the University of Calgary policy on Acceptable Use of Material Protected by Copyright ([www.ucalgary.ca/policies/files/policies/acceptable-use-of-material-protected-by-copyright.pdf](http://www.ucalgary.ca/policies/files/policies/acceptable-use-of-material-protected-by-copyright.pdf)) and requirements of the copyright act (<https://laws-lois.justice.gc.ca/eng/acts/C-42/index.html>) to ensure they are aware of the consequences of unauthorized sharing of course materials (including instructor notes, electronic versions of textbooks, etc.).

Students who use material protected by copyright in violation of this policy may be disciplined under the Non-Academic Misconduct Policy.

## **Lockers**

The Art Building lockers are administered through the Student's Union's used bookstore, Bound and Copied. Lockers are rented on a first come, first served basis. Due to the shortage of lockers, and the high demand, students cannot hold more than one locker at a time. All of the details on renting a locker and your responsibilities can be found on the Locker Rental Agreement at

[https://www.su.ucalgary.ca/wp-content/uploads/2014/08/locker\\_rental\\_agreement\\_2010.pdf](https://www.su.ucalgary.ca/wp-content/uploads/2014/08/locker_rental_agreement_2010.pdf)

**Lockers for all sessions** can be rented through [my.ucalgary.ca](http://my.ucalgary.ca). Once you're in the Student Centre, click on **Other Academic Services** and choose **Locker Reservation**.

**Lockers must be vacated by the end of term.**

For more information go to <http://www.su.ucalgary.ca/>

## **Student Misconduct**

For more information go to <http://www.ucalgary.ca/pubs/calendar/current/k.html>

## **Student Ombudsman**

For more information go to <http://www.ucalgary.ca/provost/students/ombuds>

## **Student Union**

For more information go to <http://www.su.ucalgary.ca/>

## **Faculty of Arts Program Advising and Student Information Resources**

Have a question but not sure where to start? The Arts Students' Centre is your information resource for everything in the Faculty of Arts. Stop by SS102, call us at 220-3580 or email us at [ascarts@ucalgary.ca](mailto:ascarts@ucalgary.ca).

You can also visit the Faculty of Arts website at <http://arts.ucalgary.ca/undergraduate> which has detailed information on common academic concerns.

For program planning and advice, contact the Student Success Centre at 220-5881 or visit them on the 3rd floor of the Taylor Family Digital Library.

For registration (add/drop/swap), paying fees and assistance with your Student Centre, contact Enrolment Services at 210-ROCK [7625] or visit them at the MacKimmie Library Block.

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