

**SAULT COLLEGE OF APPLIED ARTS AND TECHNOLOGY**

**SAULT STE. MARIE, ONTARIO**



**COURSE OUTLINE**

**COURSE TITLE:** Photography I  
**CODE NO. :** PHT102 **SEMESTER:** 1  
**PROGRAM:** Digital Photography and Imaging  
**AUTHOR:** Brian Tremblay  
**DATE:** September 2014 **PREVIOUS OUTLINE DATED:** August, 2013  
**APPROVED:** "Colin Kirkwood" Aug/14

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**DEAN**

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**DATE**

**TOTAL CREDITS:** 5  
**PREREQUISITE(S):** College and program admission requirements.  
**HOURS/WEEK:** 5

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**I. COURSE DESCRIPTION:**

Photography I - This course introduces students to the basics of digital photography. Emphasis is placed on understanding the technical aspects of a digital camera and how it is used to create effective visual communication. To this end students will learn how to use all camera controls and both natural and artificial light in order to have in depth control over their own images.

**II. LEARNING OUTCOMES AND ELEMENTS OF THE PERFORMANCE:**

Upon successful completion of this course, the student will demonstrate the ability to:

**1. Critically evaluate the effectiveness of images in written and verbal format.**Potential Elements of the Performance:

- Demonstrate with in class discussions the qualities of photographic images.
- Make spoken and written presentations of images.

**2. Communicate clearly, concisely, and correctly in the written, spoken, and visual form that fulfils the purpose and meets the needs of the audience.**Potential Elements of the Performance:

- Make spoken and visual presentations to class.
- Create a photographic record that shows understanding of audience needs.
- Write proposals and evaluations of assignments.

**3. Respond to written, spoken, or visual messages in a manner that ensures effective communication.**Potential Elements of the Performance:

- Demonstrate communication skills with in class discussions.
- Make written and visual evaluation to material presented by instructor and class.

**4. Use a variety of thinking skills to anticipate and solve problems.**Potential Elements of the Performance:

- Make images through a thought process and problem solving.

**5. Locate, select, organize, and document information using appropriate technology and information systems.**Potential Elements of the Performance:

- Use Photoshop and word processor software to do assignments.
- Use digital cameras to produce images.

**6. Analyse, evaluate, and apply relevant information from a variety of sources.**Potential Elements of the Performance:

- Receive information from Instructor, books and the internet to create images.
- Create a photographic record that shows understanding of processes learned.

**7. Show respect for the diverse opinions, values, belief systems, and contributions of others.**Potential Elements of the Performance:

- Listen and comment in an appropriate manner to presentations by Instructor and other students.
- Show relevance to photographic work that may have diverse opinions, values, and beliefs.

**8. Manage the use of time and other resources to complete projects.**Potential Elements of the Performance:

- Create assignments in a timely manner.

- Write test answers at appointed times using appropriate resources.
9. **Capture professional quality images using the appropriate equipment and techniques**  
Potential Elements of the Performance:
    - Finish assignments using camera and lights or ambient lighting applying techniques taught in class.
  10. **Utilize design elements and lighting techniques to capture images that communicate effectively;**  
Potential Elements of the Performance:
    - Apply design elements and lighting technique and use to assignments.
  11. **Fully understand aperture, shutter speed and ISO**  
Potential Elements of the Performance:
    - Be able to create well exposed images
  12. **Finish and distribute images in a format that meets the needs of the client;**  
Potential Elements of the Performance:
    - Hand in assignments in professional formats.
  13. **Understand how to use good composition**  
Potential Elements of the Performance:
    - Photographs will demonstrate well thought out composition
    - Photographs will show how elements of composition will improve a photograph
  14. **Effective understanding of ambient light**  
Potential Elements of the Performance:
    - Student will know how to read ambient light and how to meter for it to achieve effective exposure and a pleasing image
  15. **Participate in ongoing professional development and adhere to ethical and industry standards**  
Potential Elements of the Performance:
    - Hand in all assignments in a professional industry standard manner with respect to ethical standards
  16. **Develop a business plan or the establishment and operation of a photographic services company.**  
Potential Elements of the Performance:
    - Begin to look at how assignments and technical ability relates to a digital imaging business plan.
  17. **Execute mathematical operations accurately**  
Potential Elements of the Performance:
    - Use mathematics for proper use in regard to camera shutter speed and aperture, lens choice, sensor size, image size, etc.
  18. **Apply a systematic approach to solve problems**  
Potential Elements of the Performance:
    - Begin to develop a systematic approach to making and editing images that solve problems posed by assignments given.
    - Give presentations developed to describe a photographer.
    - Learn equivalent exposures.

### III. TOPICS

1. Basic digital camera functions
2. Study of Ambient Light
3. Black and white images
4. Aperture

5. Equivalent exposures
6. Metering
7. Lenses
8. Shutter Speed
9. Focus, hyper focal distance
10. Study of relevant photographers

#### IV. REQUIRED RESOURCES/TEXTS/MATERIALS:

All students will be required to use tools and materials specified in the equipment list. In addition students should expect to purchase consumable supplies such as printing paper, mat board, cover stock, etc.

#### V. EVALUATION PROCESS/GRADING SYSTEM:

Assignments will be weighted equally and will constitute 100% of the student's final grade. An assignment that is missing or below a minimum standard of a D, is equivalent to not meeting course objectives which results in an "F" (fail) grade for the course.

Late assignments and resubmissions will only be accepted up until two weeks before the final day of class.

#### Attendance:

Attendance will be taken at the beginning & the end of each class. Students not present for both roll calls will be considered absent.

Significant learning takes place in the classroom setting through an interactive learning approach; therefore students are expected to attend all classes. Attendance is mandatory for this course to ensure the course requirements and objectives are met. After 3 absences 10% per class missed will be deducted from the final grade for this course

The following semester grades will be assigned to students:

<u>Grade</u>	<u>Definition</u>	<u>Grade Point Equivalent</u>
A+	90 – 100%	4.00
A	80 – 89%	3.00
B	70 - 79%	2.00
C	60 - 69%	1.00
D	50 – 59%	0.00
F (Fail)	49% and below	

CR (Credit)	Credit for diploma requirements has been awarded.
S	Satisfactory achievement in field /clinical placement or non-graded subject area.
U	Unsatisfactory achievement in field/clinical placement or non-graded subject area.
X	A temporary grade limited to situations with extenuating circumstances giving a student additional time to complete the requirements for a course.
NR	Grade not reported to Registrar's office.
W	Student has withdrawn from the course without academic penalty.

## VI. SPECIAL NOTES:

### Attendance:

Sault College is committed to student success. There is a direct correlation between academic performance and class attendance; therefore, for the benefit of all its constituents, all students are encouraged to attend all of their scheduled learning and evaluation sessions. This implies arriving on time and remaining for the duration of the scheduled session. *It is the departmental policy that once the classroom door has been enclosed, the learning process has begun. Late arrivers will not be granted admission to the room.*

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## Deductions – Lates and fails

### **Lates:**

An assignment is considered late if it is not submitted at the time and date specified by the instructor.

A late assignment will be penalized by a 20% deduction the moment the assignment is late. 10% is deducted for each week that it is late there after. The total late penalty will be deducted from the final grade of the assignment.

### **Fail:**

A fail grade (F) is assessed to an assignment, which has not been executed to a minimum satisfactory “D” grade level or in which the directions have not been followed correctly.

A failed assignment must be entirely redone or corrected according to the instructor’s specific instructions.

### **Resubmission Policy:**

Any assignment completed during this course may be submitted for re-evaluation if the following criteria are met by the student:

- An assignment that was initially submitted past the initial assigned deadline will not be eligible for re-evaluation
- The resubmitted project must be accompanied by the original project and the original evaluation sheet (with written indication of grade breakdown) provided by the instructor.
- Assignments may be resubmitted at any time during the semester. The final date for last resubmissions will be announced by the professor during class and usually are no later than two weeks prior to the end of the semester.
- Resubmitted assignments must identify the project and class, and be clearly marked “RESUBMISSION” when submitted.
- It must be understood that resubmitted assignments are usually marked with greater scrutiny than first submissions to take into consideration the learning experiences, practice and longer timeframe available.
- When comparing the original submission grade the student will receive benefit of the higher grade.

**COURSE OUTLINE ADDENDUM**

1. Course Outline Amendments:  
The professor reserves the right to change the information contained in this course outline depending on the needs of the learner and the availability of resources.
2. Retention of Course Outlines:  
It is the responsibility of the student to retain all course outlines for possible future use in acquiring advanced standing at other postsecondary institutions.
3. Prior Learning Assessment:  
Students who wish to apply for advance credit transfer (advanced standing) should obtain an Application for Advance Credit from the program coordinator (or the course coordinator regarding a general education transfer request) or academic assistant. Students will be required to provide an unofficial transcript and course outline related to the course in question. Please refer to the Student Academic Calendar of Events for the deadline date by which application must be made for advance standing.

Credit for prior learning will also be given upon successful completion of a challenge exam or portfolio.

Substitute course information is available in the Registrar's office.

4. Accessibility Services:  
If you are a student with a disability (e.g. physical limitations, visual impairments, hearing impairments, or learning disabilities), you are encouraged to discuss required accommodations with your professor and/or the Accessibility Services office. Visit Room E1101 or call Extension 2703 so that support services can be arranged for you.
5. Communication:  
The College considers ***Desire2Learn (D2L)*** as the primary channel of communication for each course. Regularly checking this software platform is critical as it will keep you directly connected with faculty and current course information. Success in this course may be directly related to your willingness to take advantage of this Learning Management System (LMS) communication tool.
6. Academic Dishonesty:  
Students should refer to the definition of “academic dishonesty” in *Student Code of Conduct*. Students who engage in academic dishonesty will receive an automatic failure for that submission and/or such other penalty, up to and including expulsion from the course/program, as may be decided by the professor/dean. In order to protect students from inadvertent plagiarism, to protect the copyright of the material referenced, and to credit the author of the material, it is the policy of the department to employ a documentation format for referencing source material.

7. Tuition Default:

Students who have defaulted on the payment of tuition (tuition has not been paid in full, payments were not deferred or payment plan not honoured) as of the first week of November (fall semester courses), first week of March (winter semester courses) or first week of June (summer semester courses) will be removed from placement and clinical activities due to liability issues. This may result in loss of mandatory hours or incomplete course work. Sault College will not be responsible for incomplete hours or outcomes that are not achieved or any other academic requirement not met as of the result of tuition default. Students are encouraged to communicate with Financial Services with regard to the status of their tuition prior to this deadline to ensure that their financial status does not interfere with academic progress.

8. Student Portal:

The Sault College portal allows you to view all your student information in one place. **mysaultcollege** gives you personalized access to online resources seven days a week from your home or school computer. Single log-in access allows you to see your personal and financial information, timetable, grades, records of achievement, unofficial transcript, and outstanding obligations, in addition to announcements, news, academic calendar of events, class cancellations, your learning management system (LMS), and much more. Go to <https://my.saultcollege.ca>.

9. Recording Devices in the Classroom:

Students who wish to use electronic devices in the classroom will seek permission of the faculty member before proceeding to record instruction. With the exception of issues related to accommodations of disability, the decision to approve or refuse the request is the responsibility of the faculty member. Recorded classroom instruction will be used only for personal use and will not be used for any other purpose. Recorded classroom instruction will be destroyed at the end of the course. To ensure this, the student is required to return all copies of recorded material to the faculty member by the last day of class in the semester. Where the use of an electronic device has been approved, the student agrees that materials recorded are for his/her use only, are not for distribution, and are the sole property of the College.