

# **PHTG 58 A & B/ PHTG 358 A & B Syllabus and Schedule**

## **Photographic Photoshop 1 & 2/ PHTG 58 A & B**

**CRN #s:** 47140, 47140, 47662, 47663, 47664, 47665, 47666, 47667

### **3 units**

#### **Advisory Pre and Co Requisites:**

EWRT 200 and READ 200 (or LART 200), or ESL 261, 262 and 263; MATH 210 or equivalent. (This course is included in the Digital Photography Family of activity courses. Please see Course Repetition, Repeatability and Families page for more information.)

#### **Course Meeting Times:**

Two hours lecture, three hours laboratory (60 hours total per quarter).

*This is an asynchronous class. meaning there is no set time students are required to log in. Instead students should log in at least once a week to complete all course work at their own convenience.*

#### **Course Description:**

Introduction to digital imaging using the application Photoshop. Overview of Macintosh operating system. Basic understanding of image capture, input, storage, and output. Use of specifically photographic methods and controls to create and manage imagery in an all digital environment. The development of critical thinking skills to analyze diverse cultural, intellectual, philosophical, ethical and aesthetic concerns of the photographic medium as a part of new technologies.

#### **Student Learning Objectives:**

Define and describe the terminology, basic tools, devices and techniques necessary to create or edit digital images.

Understand the structure of digital imaging and demonstrate the proper use of image capture, input, storage and output devices.

Edit and assemble images using Photoshop tools and techniques.

Compare and contrast 19th and 20th Century technological, photographic developments with new 21st Century technologies worldwide.

Critique classmate's photographic images in order to refine technical skills, better understand the technology, and to interpret and value the diversity of individual expression.

Develop and present digital imagery using his/her own original, photographic imagery and the application Photoshop.

#### **Instructor:**

Tressa Pack

**Contacting the Instructor:**

The best way to get a fast response is to message me using canvas "Inbox" (this is the email application inside of canvas). I strongly encourage you to write me using the canvas inbox application.

You can also reach me by emailing me at packtressa@fhda.edu. *Please allow up to 48 hours for a response.*

**Office Hours:**

Office hours will be held by zoom on Thursdays from 5:20- 6:20.

*Office hour times may change. If office hour times need to be changed, I will post the new office hour time in the "Announcements" section of Canvas.*

**Required Textbook:**

Adobe Photoshop for Photographers; A Professional Image Editor's Guide to the Creative Use of Photoshop for the Macintosh and PC, 2018 edition, by Martin Evening.

\* This textbook is going to be used as a reference through out the course to reinforce online lectures and demonstrations. If you are already familiar with Photoshop, and feel you can troubleshoot problems well and independently, you may delay purchasing the textbook, or opt not to purchase the textbook. If you are unsure at all, please purchase the textbook.

\* You can purchase the class textbook online or through the De Anza bookstore. You are required to obtain the textbook by week 3.

\* It is not recommended that students purchase an older edition. If you do, please be aware that you will need to find the pages for corresponding information independently and there will be a handful of features missing in the older editions of the textbook.

**Syllabus and Class Schedule:**

The syllabus and class schedule may be subject to change depending on the needs of the class. Please reference the class canvas site for all updated information on class assignments and schedules.

**Methods of Evaluating Course Objectives:**

This class is primarily assignment driven. Students will be evaluated on fulfilling requirements for all technical assignments by the given deadlines. The Final project will be graded on fulfilling the stated requirements as well as demonstrating a creative, and cohesive aesthetic sensibility. Participation during lab time, in class critiques and class discussions will also be considered. Lastly there will be several small quizzes to promote timeliness, and test students' knowledge of material delivered in lectures or through the readings.

**Plagiarism and Working in Class:**

All students must work in class and generate new images. Work made outside of, or previous to class may not be submitted. Work that is not made by the students and submitted as their own will be given a 0 and may not be made up, as well as work not made for class.

**In Class Etiquette:**

Students are expected to demonstrate thoughtfulness and consideration to their class mates and the instructor.

**Late Work:**

Due to the extenuating circumstances students might face, the instructor will grant deadline extensions for most assignments that meet the following criteria:

The deadline extension is requested near the original assignment deadline.

Students must complete the first assignment and the final series by the deadline stated on canvas. The instructor is unable to grant deadlines for these two assignments.

The instructor may decline to grant deadline extensions if a student has asked for more than 3 consecutive deadline extensions.

**Resubmissions:**

Students who receive partial credit for small (10 point assignments) may resubmit anytime before the 10th week of class for full credit. Students who submit late or receive a 0 on an assignment may not resubmit assignments. Large assignments (worth more than 10 points) may not be resubmitted.

**Class Deadlines:**

Students will be given ample time to complete their work. Homework and classwork deadlines are final, and work submitted after the deadline will receive a 0.

Please see the Late Work section of the syllabus to review the deadline extension policy.

**Attendance:**

Attendance will be taken by recording a student's online activity, and by completion of 1 assignment in the first 2 weeks. Students who do not log into the course canvas site and attend the lab within the first two weeks may be dropped from the class. Students who do not log into the course canvas site for over 4 weeks may be withdrawn from the class by the instructor.

**The Course Canvas Site:**

Students will be taking quizzes, submitting small assignments and reviewing video lectures through canvas. It is the student's responsibility to know their login information for the De Anza Canvas site after the first week of class.

**Materials and Costs:**

- There should be at least 20 GB storage available for this class on your home computer or on an external hard drive. Some students may need more available storage depending on the file sizes for their independently owned cameras.
- A camera that allows for manual exposure control.
- A tripod is highly recommended but not required.
- A compact flash (CF) or SD card.

- The course textbook
- A copy of Adobe Photoshop CC (will be provided through De Anza in week 3, or you are welcome to use your own copy)
- A reliable internet connection.

### **About Photoshop:**

Students name and email listed in the De Anza portal will be submitted to the De Anza administration for the creation of an adobe account. Students will have access Adobe Photoshop in week 3 of the class. Students will also be given instructions on how to access Adobe Photoshop in week 3.

If you are using an older version of Photoshop than Photoshop CC, there are a few features you will be missing, and you will need to independently research and navigate where items are in Photoshop.

### **Grading:**

**Small Assignments** (worth 10 points) will be graded the following way;

No Credit: No submission, late submissions or less than half the assignment is complete. Also students who plagiarize will receive no credit.

Half Credit: More than half the assignment is complete- but the assignment is not fully completed.

Full Credit: The assignment is thoughtfully, and fully completed on time.

**Large Assignments** (any assignment besides quizzes and tests worth more than 10 points).

A= Students who are actively working and display interest and spend time developing their ideas as well as execute their projects well. Students will also contribute to critique, and be generous in their feedback to other students.

B= Students actively work in class, complete the requirements for the project and excel at some aspects of the assignment (either technical or in idea development). Students will also contribute to critique, and be generous in their feedback to other students.

C= Completed project requirements by class deadline but often did not make use of lab time. Student participates very little in critique- or engages in distracting behavior during critique- such as excessive talking during critique, working on other projects, being on digital devices, leaving for extended periods of time or using otherwise bad critique etiquette.

D= Student puts less than minimal effort into assignment, and is often absent or not actively working on project during allotted lab time. Student participates very little in critique- or engages in distracting behavior during critique- such as excessive talking during critique, being on digital devices, leaving for extended periods of time or using otherwise bad critique etiquette.

F= Student submits partial, badly executed project and demonstrated little interest. Student was not actively working in class for a notable amount of lab time. Student participates very little in critique- or engages in distracting behavior during critique- such as excessive talking during critique, being on digital devices, leaving for extended periods of time or using otherwise bad critique etiquette.

\* I grade primarily on effort, demonstrated interest in one's own work, technical understanding, and participation in lab time as well as in critique. The grading for this course is structured

around the philosophy that no one is inherently lacking in talent in the visual arts. Success in photography - and the visual arts is dependent on effort, genuine interest and investing in time and confidence in your own abilities.

**Grading Feedback:**

I use the comments section (which can be found in a text box below the answers, or to the right of the assignment) to leave comments, and expand on my reasons for grades given. If you have any further questions after reviewing a grade, please contact the instructor by canvas inbox. I cannot guarantee I will see comments left by students in the assignment, after grading them. Due to extended deadlines given to some students with disabilities- grades for any assignment may take up to 3 weeks to complete from the date it is submitted by a student.

**Technical Difficulties with Canvas:**

If you are having technical difficulties with canvas please contact the help center:

De Anza Online Education Center:

Building: MLC 210

Email: [onlineeducation@deanza.edu](mailto:onlineeducation@deanza.edu)

Phone: 408.864.8969

Hours: M-Th: 9:00a-5:00p. F: 9:00a-4:00p

**If You Are Having Trouble with Photoshop:**

If you are having trouble installing or logging into Photoshop, try the De Anza Online Learning Center (above) as well as the Adobe (the company that makes Photoshop).

You can call Adobe's customer care here: 1 (800) 833-6687 or you can follow this link to chat with them online: <https://helpx.adobe.com/contact.html> Links to an external site.

If you have successfully obtained a copy of Photoshop and downloaded it to your computer, but you are stuck on how to complete a task, please do the following:

First, try to find the answer independently. The answer might be (and in my experience it usually is) staring you in the face. Try to look up your problem in the textbook using the index or the table of contents. If that does work, try using the Search in the Help menu inside of Photoshop. Many time a quick google search will answer your question.

If it is not urgent, ask a classmate. Post your Question to this discussion forum, and one of your classmates might know the answer: Student Questions Forum/ Extra Credit

If you cannot figure it out, please message me in canvas with your question. Keep in mind I check my messages Tuesdays through Fridays. Otherwise, please come visit me in office hours.

**A Note to PC Users**

In this class I will be demonstrating on a mac, and when I can reviewing keyboard shortcuts. Windows user will need to independently research (by googling it) what the corresponding keyboard shortcuts and menus are.

**Disabilities and Additional Class Help:**

Extra consideration and additional help will be given to students with disabilities- including extended deadlines and modified assignments. Please let me know as soon as possible, if you

think you will require additional consideration. For deadline extensions, I do request an accommodation letter from the Disability Support Program and Services. De Anza also offers additional help, that can extend to your other courses. Please visit the DisabilitySupport Services at Student Community Services Building, Room 141. Their website is <https://www.deanza.edu/dss/> and their telephone # is 408-864-8753

\*A request from the instructor about additional time and resources for students with disabilities: I appreciate being given specific requests if you have a disability and need additional time or resources. For example, after a quiz deadline, please email me to let me know- and I can extend a deadline for just those who need it. Please communicate regularly to let me know how I can help.

### **Class Schedule:**

Please keep in mind the schedule below is tentative. Assignments may be added or removed depending on the needs of the class.

#### **Week 1: Welcome Week**

Review the course structure and expectations. Review composition.

#### **Week 2: A Short Review of the Camera**

A short overview of exposure, and how the three exposure controls alters the appearance of an image.

Students must complete the "Get to Know You" Assignment by the end of the second week.

Students must post a preferred email address to gain access to Photoshop CC through De Anza, as well as SmugMug

#### **Week 3: File Types, Adobe Bridge, Camera Raw and a Short Review of the PS Workspace**

First week to review Photoshop. Students who submit their information to Your Contact Information for the Creation of an Account for Adobe Photoshop and SmugMug will have access to Adobe Creative Cloud and Photoshop.

Students need to obtain a copy of the class textbook by Monday of week 3.

The corresponding recommended textbook reading for week 3 is:

A preliminary review of Photoshop: pages 1- 18

About File Formats, Adobe Bridge and Camera Raw: pages 72 - 127

About Resolution and Filetypes: pages 312- 326

#### **Week 4: The Layers Palette and the Brush Tool**

The corresponding recommended textbook reading for week 4 is:

Reviewing the Tools Panel: pages 19- 35

Reviewing the Layers Panel, the Brush Tool and More: pages 43- 64, pages 501- 504

Cropping in Photoshop: pages 368- 375

#### **Week 5: Selections and Masks**

The corresponding recommended textbook reading for week 5 is:

Reviewing Selection and Masks: pages 491 - 500, 37 - 40

Week 6: Adjustment Layers

The corresponding recommended textbook reading for week 6 is:

Reviewing Adjustment Layers: pages 330- 362

Week 7: Color Balance, and Fundamental Global Adjustments or "Making a Normal, Clean Photograph"

The corresponding recommended textbook reading for week 7 is:

Reviewing Approaches to Correct Contrast, Tone and Color: pages 346- 360

Week 8: Black and White and Color Spaces

The corresponding recommended textbook reading for week 8 is:

Reviewing Approaches to Converting Images to Black and White: pages 388- 396

Week 9: The Heal Tool, The Stamp Tool, Content Aware Fill and a Little About Visual Literacy

The corresponding recommended textbook reading for week 9 is:

pages 444- 472

Week 10: Filters

The corresponding recommended textbook reading for week 10 is:

Reviewing Adjustment Layers: pages 604 - 664

Week 11: Stitching Panoramas and Compositing

The corresponding recommended textbook reading for week 11 is:

Reviewing How to make a panorama from multiple images: pages 538 - 544

Week 12: Final Critique

Important Dates:

It is a student's responsibility to verify and keep track of important deadlines and administrative dates. It is also the students responsibility to add or drop the course.

<https://www.deanza.edu/calendar/Links> to an external site.

**The important dates for Spring 2023 are:**

April 10 First day of classes

April 21 Finalize drops, drop no-shows (Includes drops for non-vaccination)

April 22 Last day to add classes

April 23 Last day to drop classes without a W

April 24 Census

May 29 Memorial Day – no classes, campus closed

June 19 Juneteenth holiday – no classes, campus closed

June 2 Last day to drop with a W

June 26-30 Final Exams