Nashville State Community College
English, Humanities, and Creative Technologies
Visual Communications

Syllabus

COM 1190 Basic Photography/Designers

Course Information:

Course Title: COM 1190 Basic Photography/Designers
Credits: 3
Class Hours: 3

Course Description:

An introduction to basic digital photography, focusing on skills useful for a graphic designer. Topics include basic operation of a digital camera, composition, camera controls, exposure, and basic image enhancement for creative use. An advanced digital point and shoot or digital SLR camera is required.

Instructor Information:

Name:
Email:
Office Phone:
Office Location:
Office Hours:

Required Textbook(s) & Other Materials:

Textbook: The Beginner's Photography Guide by Chris Gatcum ISBN: 1465449663

Supplies:

• Purchase of a digital camera, point & shoot or DSLR, minimum of 8 megapixels. Must meet certain criteria, which will be discussed in class.

• Tripod and camera bag

• Storage card and appropriate card reader

• Battery charger and extra set of batteries or battery pack

• USB Flashdrive and three ring binder for notes and handouts

Once enrolled, all students should verify that they have the correct textbook and materials information by consulting the D2L/NS Online shell for the course. If you are registered with the Access Center and require an alternate format for the textbook and other course materials, please contact the Access Center at 615-353-3721, 615-353-3741, or accesscenter@nscc.edu.

Course Outcomes:
Upon successful completion of this course, students should be able to:

• Identify the standard parts of a digital point & shoot camera and explain each function.

• Apply knowledge of their camera operations to create properly exposed and focused photographs.

• Apply knowledge of aperture settings to achieve photographs that demonstrate both shallow and maximum depth of field.

• Apply knowledge of shutter speeds to achieve photographs that demonstrate stopped and blurred motion.

• Identify and apply the elements of composition used in the creation of successful photographs.

Course Competencies:

• Without notes or other materials, identify the basic parts of his / her camera.

• Without notes or other materials, identify the basic shooting modes icons of his / her camera.

• Without notes or other materials, identify and operate the controls of their digital camera and explain their function.

• Given specific shooting assignments, demonstrate a working knowledge of basic exposure.

• Given specific shooting assignments, demonstrate a working knowledge of focus and depth of field.

• Given specific shooting assignments, demonstrate a working knowledge of shutter speed

• Given specific shooting assignments, apply composition techniques in shooting.

• Given specific shooting assignments, increase the creative aspects of their photographic ability.

• With notes and other resources, define a set of photographic terminology.

• Without notes or other materials, evaluate and critique photographs on the merits of their technical and aesthetic components.

• Without notes or other materials, list the basic file formats & color modes that the camera captures.

• Without notes or other materials, choose what resolution is appropriate for shooting and demonstrate how to set it on the camera.

• Without notes or other materials, identify the various parts of the histogram and evaluate exposure based on histograms.

• Without notes or other materials, demonstrate how to download files from their storage card and burn files on a CD

• With notes or other materials, connect to the NSCC server to upload photographic images.

• With notes or other materials, demonstrate the use of the Crop tool in Photoshop.

• With notes or other materials, demonstrate how to straighten a crooked image in Photoshop.

The following are general education competencies intended to support the course outcomes:

• Locate, evaluate, and use multiple sources of information when researching and choosing which digital camera to purchase for class.

• Participate as team members when given in class shooting assignments that require group effort.

• Use critical thinking skills to evaluate their success in achieving the objective of the shooing assignments, and to analyze other photographs.

• Use and adapt current technologies to complete all shooting assignments and other course requirements.

Topics to Be Covered:

Topics include basic operation of a digital camera, composition, camera controls, exposure, and basic image enhancement for creative use.

Course Assessments:

The following performance assessments will be used to demonstrate students' understanding, knowledge and skills:

Quizzes will be given to access their knowledge of the terminology and program content taken from reading assignments in their textbook, handouts, and videos. Students will execute weekly shooting assignments. Students will submit a Final Portfolio. Midterm and Final exams will be given.

Grading Policy:

Letter Grade	Percentage Range
A	93-100
B	85-92
C	77-84
D	70-76
F	Below 70

Semester Grade Breakdown:
Quizzes/Assignments 30%
Midterm Exam 15%

Camera Functions Assessment 5%

Studio Project 10%

Final Exam 20%
Final Portfolio 20%

Late Work Policy & Make-up Procedures for Missed Assignments and Work:

Students are responsible for all material covered and projects assigned according to the established deadline dates. A zero will be recorded for any missing assignments. There are no make-up exams or projects accepted past the due dates unless a doctor's excuse can be provided. If you stop participating in the class for any reason, you should officially withdraw from the course. Lack of participation on a weekly basis could affect your final grade. Standard NSCC policies are also adhered to —provided in the content below.

Attendance Policy

A student is expected to attend all scheduled classes and laboratories. You are expected to attend all classes, to be on time, and to stay until class is dismissed: absences or tardiness for any reason will affect your daily grade. Any student arriving late or leaving early will be considered tardy: two such occurrences will count as one absence. Students missing more that one-third of any class will be counted absent even if they attend the remainder of that class session.

Absences are counted from the first scheduled meeting of the class, and it is the responsibility of each student to know the attendance policy of each instructor in whose class he/she is enrolled. If a student is absent from a class, he/she should give an advanced explanation to the instructor. Absences in a course may affect a student's final grade. The student is responsible for all assigned work in the course regardless of excused or unexcused absences. Tardiness may also affect a student's final grade.

In online courses, attendance is signaled by logging on to the D2L/NS Online shell, participating as prompted (e.g., responding to an instructor's email, posting to a discussion board) and/or completing and submitting assignments. Campus closures do not affect attendance and assignment completion in online courses.

Per TBR policy, a student who does not officially drop or withdraw from a course, but receives a failing grade, will receive an "FA" if the last day of attendance was earlier than two-thirds into the part-of-term. That date equates to the last day to withdraw from the course.

FA

According to NSCC policy, an FA is awarded to students who do not officially withdraw from a course and do not attend after the cut-off date provided in the academic calendar. Please refer to the current academic calendar available on the Nashville State web site, looking for the date that indicates it is the "Last Day to Earn F for Attendance (FA)." Students who stop attending on or before this date receive an FA; students who stop attending after this date receive an F.

For online courses, attendance is defined by submission of assignments. Students who fail a course and whose last assignment is submitted on or before the FA date will earn an FA for the course. Students who fail a course and whose last assignment is submitted after the FA date will earn an F for the course. An FN is assigned to students who do not submit any assignments.

FN
An FN is awarded to students who never attended class.

Technology Statement
Nashville State's classes are considered to be web-enhanced. Faculty have an expectation that students will use a computer and the Internet to complete assignments, engage in online discussions, and access various course materials through D2L/NS Online course shells. Computers are available for student use at each campus during campus open hours.

D2L/NS Online and myNSCC
It is students' responsibility to check D2L/NS Online course shells for all enrolled courses and myNSCC, including student email, on a regular basis. These are the official communication channels between the college and students, who are responsible for the information communicated through those channels. D2L/NS Online contains specific course information and myNSCC contains information important for other purposes.

ADA Compliance Statement
Nashville State complies with the Americans with Disabilities Act (ADA). If you require accommodations for any courses in which you are enrolled, contact the Access Center at 615.353.3741 or 615.353.3721, or e-mail accesscenter@nscc.edu. If you are registered with the Access Center and require an alternate format for the textbook and other course materials, please contact the Access Center.

Classroom Misconduct
Nashville State Community College has a zero-tolerance policy for disruptive conduct in the classroom. Students whose behavior disrupts the classroom will be subject to disciplinary measures. Please review the Nashville State Student Code of Conduct policy. Please be aware that children are not allowed in class or to be left unattended on campus.

Academic Misconduct
Plagiarism is a violation of the NSCC Student Code of Conduct. You are expected to submit only work that you do yourself. Copying or downloading files from the Internet unless sources are documented is also copyright infringement.

Any form of academic dishonesty, cheating, plagiarizing, or other academic misconduct is prohibited. Students are responsible for understanding and abiding by the Academic

[Misconduct Policy](#) in the Nashville State Student Code of Conduct. In addition to other possible disciplinary measures that may be applied through regular college procedures as a result of academic dishonesty, the instructor has the authority to assign an "F" or a "zero" for the exercise, paper, or examination, or to assign an "F" for the course. Students may appeal through the appropriate college grade appeal procedures.

Academic Early Alert System

Nashville State Community College uses an Early Alert System to let students know of a faculty member's concern in one or more of these academic areas: lack of attendance, lack of classroom participation, late or missing assignments, and/or poor performance on assignments/tests. *Please note that Early Alerts do not affect a student's academic standing. If you receive an Early Alert email, please see your instructor and your academic advisor as soon as possible.

RAVE Emergency Alert System

Emergency events can happen at any time and Nashville State Community College wants to be able notify students if and when they occur. For this reason, all students have been enrolled in the free RAVE alert system. If you have not already done so, please log in at https://www.getrave.com/login/nscc to confirm and update your contact information and notification preferences. It is critical that your information be correct so that you will receive any emergency notifications. Your RAVE Username is your NSCC email address. If you've never received an email from RAVE with your password, or if you need to reset your password, select "Forgot your password?" and a new password will be emailed to you. Should the RAVE system indicate "user not found", select Register and create your own RAVE account.

Inclement Weather & Campus Closings

Nashville State will use the RAVE alert system to send a text message to students, staff, and faculty about adjusted hours of operation and/or closings at individual campuses. All students should check the Nashville State web site home page at www.nscc.edu for announcements on campus closures, which may vary from campus to campus. Campus closures will also be announced on local television stations. Students should use their own best judgment in determining whether to report to campus during inclement weather when classes are not cancelled.

Even when campuses are closed, students are still responsible for completing all assigned work. When classes are cancelled, faculty will post online assignments and any additional instructions in the D2L/NS Online course shell. Check D2L/NS Online for a message from your instructor regarding your online assignment requirements. Faculty have discretion over adjusting deadlines or due date for assignments, but students are responsible for completing all assigned work by the due date established by the instructor**.**

Class Cancellation Policy

If the class is cancelled, the instructor will notify all students by posting in the D2L/NS Online course, e-mailing through D2L/NS Online, and/or by posting a sign on the classroom door. In the event of class cancellation, students must access D2L/NS Online to complete classwork and the assignment that will be posted in the course D2L site.

Notice of Right to Retain Student Work:

The Visual Communications program reserves the right to retain certain selected examples of student work for teaching purposes, promotional purposes, and as part of the permanent collection.