

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

**COM 2240 Digital Imaging II Photography**

**Course Syllabus**

**Course Information:**

**Course Title:** COM 2240 Digital Imaging II Photography

**Credits:** 3

**Class Hours:** 3

**Course Description:**

A continuation of COM 1230 using Adobe Photoshop®. Topics include manipulation of photographic images in a digital format, digital asset management, digital workflow, cropping, tone and color correction, selection techniques, masking, colorization, image enhancement, and sharpening techniques.

**Instructor Information:**

**Name:**

**Email:**

**Office Phone:**

**Office Location:**

**Office Hours:**

**Required Textbook(s) & Other Materials:**

**Textbook:** Visual Quickstart Guide Photoshop CC 2015 Release, by Weinmann, Lourekas

**ISBN:** ISBN-10: 0134308891

**Supplies:** USB Flashdrive (4 GB or larger) 3 Ring Binder with inside pockets to keep notes and handouts

**Homework:**

Outside homework is assigned that requires a computer and Photoshop Creative Cloud. The labs are equipped with Creative Cloud. Having access to Photoshop is highly recommended. You might consider leasing the Creative Cloud from [www.adobe.com](http://www.adobe.com). If you do not own a computer or Photoshop, then you can use the Open Computer lab in C-219. You can expect a minimum of at least 3-4 hours a week spent on homework.

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@nsc.edu](mailto:accesscenter@nsc.edu).

### **Course Outcomes:**

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

- Assess and determine an effective and efficient digital workflow and demonstrate the processes to assist in the digital workflow.
- Demonstrate methods to adjust tone, contrast, optimal exposure, and color correction.
- Produce an optimal black and white image and apply different colorization techniques to tone the image.
- Execute an advanced level repair of an image that uses layer masking skills.
- Adjust, repair, enhance, and sharpen an image to a sellable state.
- Utilize an efficient, non-destructive workflow appropriate to the specific project and industry standards.

### **Course Competencies:**

- Without notes and other materials, demonstrate proficiency on the Photoshop basic skills checklist.
- Without notes and other materials, recall and identify 20 keyboard shortcuts to increase productivity.
- Without notes and other materials, connect to the NSCC server to download/upload specified class files.
- Without notes and other materials, locate and open specified images from the hard drive or server using Adobe Bridge.
- With notes and other materials, assess and determine an effective and efficient digital workflow process.
- Locate, evaluate, and use multiple sources then analyze the differences between RAW versus jpeg workflow.
- Without notes or other materials, select a group of images to apply actions using Adobe Bridge.

- Without notes or other materials, process a RAW image and apply the correct white balance and exposure and efficiently apply those adjustment parameters to process multiple images.
- Given a set of images, demonstrate the methods to adjust tone, contrast, and optimal exposure using Levels, Curves, Shadow/Highlight.
- Given a set of images, demonstrate color correction of images using Levels, Curves, Color Balance.
- Given a set of images, alter and enhance the color and saturation of an image using Hue and Saturation.
- Without notes or other materials, identify the basic items of the following adjustment layers Levels, Curves, Hue & Saturation.
- Given a set of images, refine their layer masking skills and apply that knowledge to new situations.
- Given an image, execute repair and touchup on an image, using the Spot Healing, Healing Brush and Patch tools.
- Given an image, execute an advanced level repair of an image.
- Given an image, create an optimal black and white image and apply different colorization techniques to artistically tone the images.
- Given an image, assess an image and determine what corrections/adjustments/enhancements are needed and then execute.
- Given an image, demonstrate a safe method for effectively dodging and burning areas of an image.
- Given an image, adjust, repair, enhance, an output for print a portrait to sellable state.
- Without notes or other materials, demonstrate the use of the Crop tool.
- With notes or other materials, demonstrate how to straighten a crooked image and correct perspective distortion.
- Without notes or other materials, calculate the resolution requirements for different output devices and correctly resize images.
- Without notes or other materials, determine the color profiles required for specific output of images.
- Given a set of images, apply different sharpening methods that will produce a desirable result.

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

- Given certain course assignments especially the content videos, students will use and adapt current technologies to complete the assignments.
- Given in class assignments, participate as team members to solve and answer specific problems.
- Given certain course assignments especially the content videos, students will use and adapt current technologies to complete the assignments.
- Students will locate, evaluate and use multiple sources of information to find additional sources of tutorials and information on Photoshop.

**Topics to Be Covered:**

Topics include manipulation of photographic images in a digital format, digital asset management, digital workflow, cropping, tone and color correction, selection techniques, masking, colorization, image enhancement, and sharpening techniques.

**Course Assessments:**

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

Quizzes will be given to assess their knowledge of the terminology and program content taken from reading assignments in their textbooks, handouts, and videos. Students will execute weekly assignments. Three Unit Tests and three Hands On tests will be given. Also a Final Hands On and written Final Exam 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:**

- Weekly Assignments 20%
- Unit Tests Online 25%
- Unit Hands On (3) 25%
- Final Hands On 15%
- Final Exam 15%

## **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 than 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@nsc.edu](mailto:accesscenter@nsc.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 to 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](http://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.