Nashville State Community College  
Business & Applied Arts  
Visual Communications / Photography

**PHO 1110 Basic Photography for Photographers**
3 credit hours  
An introduction to the fundamentals of Digital SLR camera operation. Topics include camera controls, exposure, lenses, and composition. A digital SLR camera is required.

**Instructor Information:**
Name:  
Email:  
Office Phone:  
Office Location:  
Office Hours:  
Mondays  
Tuesdays  
Wednesdays  
Thursdays  
Fridays

**Materials:**
ISBN: 9780134525815  
Supplies: These will be discussed in detail in the first class  
Digital SLR Camera: bring to class every week  
  • You must have this by the 2nd week of class!  
  • 10MP minimum  
  • Must have Manual exposure mode  
  • Must have at least 1 interchangeable lens  
Camera manual: bring to class every week  
2 camera batteries & 1 charger  
Camera bag  
Tripod  
Lens Cleaner & tissues  
2 memory cards, 2+GB each  
USB card reader (unless you have one built into your computer)  
USB flash drive 4 GB minimum  
3 ring binder (1-2”)  

Note: Photography is an expensive field! The materials listed in this section cost a minimum of $260, not including the cost of a camera and textbook.
Course Outcomes:
Upon successful completion of this course, students should be able to:
1. Identify the standard parts of an SLR camera and explain their function.
2. Apply knowledge of their camera operations to create properly exposed and focused photographs.
3. Apply knowledge of aperture settings to achieve photographs that demonstrate both shallow and maximum depth of field.
4. Apply knowledge of shutter speeds to achieve photographs that demonstrate stopped and blurred motion.
5. Recognize and apply the elements of composition and lighting used in the execution of successful and creative photographs.

Course Competencies:
The following are detailed course competencies intended to support the course outcomes.
1. Given a diagram or a model SLR camera students will correctly identify standard parts and functions, including:
   • Viewfinder
   • Shutter Release / Remote Release method
   • Aperture (and where it is controlled)
   • Shutter (and where it is controlled)
   • Lens
   • Mirror/Prism
   • Hotshoe
2. Given independent shooting assignments students will demonstrate successful operation of a SLR camera to control:
   • Exposure
   • Focus
   • Depth of Field
   • Motion
3. Given independent shooting assignments students will demonstrate successful operation of an SLR camera in manual metering mode to make appropriate choices of f/stop & shutter speed to achieve the desired result, including:
   • Bracketing
   • Equivalent Exposures
4. Given independent shooting assignments students will demonstrate knowledge of metering methods for difficult to meter scenes, including:
   • High Key Scenes
   • Low Key Scenes
   • Backlit Scenes
5. Given a series of photographs students will be able to identify the lens choice made by the photographer:
   - Normal
   - Wide-angle
   - Telephoto
   - Macro

6. Given a series of photographs students will be able to recognize:
   - Elements of composition
   - Qualities of light
   - Temperature of different light sources

7. Given independent shooting assignments students will demonstrate the ability to produce photographs that are technically correct and display elements of good composition and lighting.

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

Quizzes: Multiple choice, identification and short answer quizzes will be given at the beginning of the class or assigned as homework for the following week. All quizzes will be taken on the computer using NS Online, but some may also include a hands-on component. In class quizzes cannot be made up if you are late or absent.

Assignments: All assignments are due on assigned due date even if you are absent. Should you miss a class, you must contact me for instructions on submitting your assignments. Late work will not be accepted. Students will be expected to shoot a minimum of 20 images for 8 assignments. Images will be reviewed on a weekly basis. Images will be analyzed and graded on the following criteria:
   - Exposure
   - Focus
   - Composition
   - Originality / Artistic Merit
   - Assignment Objectives

Short writing assignments will accompany 3 of the shooting assignments. I expect them to be well written, using your own words and correct grammar. If you need help with this aspect of the class, there are tutors available in the Library Learning Center: 353-3551

Midterm & Final Exams: will be a combination of multiple choice, short answer, and identification of photographs. Midterm and final exams will be given in class using NS Online. Exams cannot be made up unless arrangements are made prior to the exam date.

Final Portfolio: Criteria for portfolio will be discussed in class. Late portfolios will not be accepted.
Grading Policy
15% Quizzes
35% Assignments & Participation
10% Midterm Exam
20% Final Exam
20% Final Portfolio

Grading Scale:
A 93-100
B 85-92
C 77-84
D 70-76
F Below 70
FA (see below)
FN (see below)

FA: According to NSCC policy, if a student fails a course, but has not officially withdrawn from the course, and her/his last date of attendance is before the last date to withdraw, the student will receive a grade of FA (i.e., “Failure for Attendance Reasons”).

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

Late Work Policy:
Quiz grades, weekly assignments and in class assignments cannot be made up if you are absent or late to class. If you know before class that you will be absent, you must get prior permission to submit the work early. Final Portfolios will not be accepted if more than one week late. If late work is accepted, the grade will be reduced by 10 points. Exams cannot be made up unless arrangements are made prior to the exam. No exceptions will be made for medical emergencies without a note from a verifiable medical facility.

Attendance Policy:
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 class performance and may result in dismissal from class.
• Absences are counted from the first scheduled meeting of the class.
• Any student arriving late or leaving early will be considered tardy. Two such occurrences will count as one absence.
• The student is responsible for all assigned work in the course regardless of excused or unexcused absences. It is the student’s responsibility to find out what is missed by looking at the online course shell and/or talking with other students in the class. It
is not the instructor’s responsibility to contact students or make sure they got all of the missed materials.

- Students missing more than 1 hour of any class will be counted absent. This includes late arrivals or early departures.
- If you stop attending class for any reason, you should officially withdraw from the course.

**Academic Early Warning System**

Nashville State Community College has implemented an Early Warning System to notify students via e-mail about academic problems such as poor classroom attendance, poor performance on assignments/tests, poor communication skills, late/missing assignments, and/or lack of classroom participation. Please note that Early Warning Alerts do not affect a student’s academic standing.

**Student Expectations**

- This is a photography class. Your homework will require time, effort, planning and money. Do not take this course if you are not willing to commit to these requirements.
- Come to class prepared. Bring your camera, camera manual and textbook to class every week unless otherwise noted. Coming to class without these things will reflect poorly on your participation.
- Participate in class activities / discussions. Not participating will rob your peers of your valuable input and will reflect poorly on your participation.
- Turn off all cell phones before coming to class. Disruption of class, whether by inconsiderate behavior and/or inappropriate behavior or electronic devices will not be tolerated.
- Maintain a professional attitude. Pay attention and be courteous in class: no side discussions, sleeping, eating, reading other material, or doing other homework.
- Food / Drink Policy: no food in the class, and only water with a screw top allowed at the center tables.

**NSOnline and myNSCC Email**

It is the student’s responsibility to check each of your NS Online course shells and myNSCC email on a regular basis. These are the official communication channels between the college and students. Students are responsible for the information communicated through those channels. NSOnline contains specific course information and myNSCC contains information important for other purposes.

**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 NSOnline
course shells. Computers are available for student use at each campus during campus open hours.

ADA Compliance Statement
Nashville State complies with the Americans with Disabilities Act. If you wish to request any special 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.

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 sanctions. The Nashville State Student Code of Conduct policy is available at https://s3.amazonaws.com/nscc.edu/PDFs/dean-students/Student_Code_of_Conduct_Policy.pdf Please be aware that children are not allowed in class or to be left unattended on campus.

Academic Dishonesty (Honor Code)
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 that can be found at https://s3.amazonaws.com/nscc.edu/PDFs/dean-students/Student_Code_of_Conduct_Policy.pdf. In addition to other possible disciplinary sanctions that may be imposed 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.

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

Notice of Right to Retain Student Work
The Visual Communications Program reserves the right to retain selected examples of student work for teaching purposes, promotional purposes, and as part of its permanent collection.