

News Photography

COMM 1316 – Spring 2023

T,TH 930 – 1045 a.m.

Room CM 156

Instructor: Margaret S. Kirby Office: Communications Building, Room 154

Phone: 716-2451 E-mail: mkirby@southplainscollege.edu

Office Hours: Face-to-face hours are held in my Levelland office, CM 154. Virtual meetings are on Collaborate.

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- Mondays 9 – 10 a.m.
- Tuesdays 11 a.m. – 12 p.m.; 230 – 3 p.m.
- Wednesdays 9 – 10 a.m.
- Thursdays 11 a.m. – 12 p.m.; 230 – 3 p.m.
- Fridays 9 a.m. – 12 p.m.

Course Description: This course introduces the basics of digital photography, and includes instruction in camera operation, techniques and presentation skills.

Suggested Text:

London, B. & Stone, J. (2017). *A Short Course in Digital Photography. Fourth edition.*

Required Materials:

- Smartphone with camera
- Storage device for photos (USB Flash Drive)

Assignments:

Photography Assignments: Learning to take photographs is an important part of this course. You will have multiple graded photography assignments during the semester, each focusing on developing your skills and creativity. Most of the assignments will be submitted into Blackboard. You will learn to print photos from Photoshop, and you will print what you consider to be your “best” photo of the semester.

Exams: You will have quizzes and exams on Blackboard that cover the material presented in lectures and chapters covered in the textbook.

Total points available for the semester = **1000**

The grading scale is:

900 -1000 = A

800 - 899 = B

700 - 799 = C

600 - 699 = D

599 and below = F

Tutoring Info

SPC Tutors:

Tutoring is FREE for all currently enrolled students. Make an appointment or drop-in for help at any SPC location or online! Visit the link below to learn more about how to book an appointment, view the tutoring schedule, and view tutoring locations. <http://www.southplainscollege.edu/exploreprograms/artsandsciences/teacheredtutoring.php>

Tutor.com

You also have 180 FREE minutes of tutoring with Tutor.com each week, and your hours reset every Monday morning. Log into Blackboard, click on the tools option from the left-hand menu bar. Click on the Tutor.com link and you will automatically be logged in for free tutoring. You may access tutor.com tutors during the following times:

Monday – Thursday: 8pm-8am
6pm Friday – 8am Monday morning

For questions regarding tutoring, please email tutoring@southplainscollege.edu or call 806-716-2538.

Course Objectives: Upon completion of this course, the student should be able to:

- Distinguish the parts and functions of a digital camera.
- Apply knowledge of camera operations to compose and capture digital photographs.
- Apply knowledge of digital imaging and image manipulation utilizing Photoshop software.
- Identify flaws and make improvements to photographs produced.
- Differentiate between aperture and shutter speed and recognize how they work together to produce appealing images.

Absence Policy: Students are expected to attend all classes in order to be successful in a course.

Instructor's Expectations of the Student

- You are expected to log into the Blackboard course and check your SPC email **daily** to be aware of possible announcements/reminders and to pace your progress in the course. Grades will be submitted into the My Grades area.
- Higher institutions recommend that students plan to spend 2 hours of outside study for every 1 hour of in class time. For a 3 credit-hour, face-to-face course that means a total time investment of 6 hours per week. Expectations for time investment are no less rigorous for online courses at SPC.

Lost/Corrupt/Disappeared Files

You must keep/save a copy of every project/assignment on an external disk or personal computer. In the event of any kind of failure (e.g., Blackboard server crash or virus infection, student's own computer crashes, loss of files in cyberspace, etc.) or any contradictions/problems, I will request that you resubmit the files. In other words, if you submit a document to me, and I do not receive it or am unable to open it in the submitted format, you will need to resend it to me, corrected, with little or no "downtime" in regard to the timeline for submission.

Missed Work

Please do NOT assume that I will contact you to tell you about missed work. Course materials will be available on Blackboard so you can keep track of all materials week by week. You can expect new class materials each week.

The assignments in this class are deadline driven. Keep track of deadlines and submit work when it is due.

Do NOT assume that I will move deadlines for you unless you contact me and offer very good and documented reasons why you cannot meet deadlines that are already in place.

In the event that you miss an exam, you must notify me within 48 hours about why. You may or may not be able to "make up" the missed exam. If you miss an exam due to COVID-19, you will take the exam the day you return.

Students are officially enrolled in all courses for which they pay tuition and fees at the time of registration. Should a student, for any reason, delay in reporting to a class after official enrollment, absences will be attributed to the student from the first class meeting.

Students who enroll in a course but have "Never Attended" by the official census date, as reported by the faculty member, will be administratively dropped by the Office of Admissions and Records. A student who does not meet the attendance requirements of a class as stated in the course syllabus and does not officially withdraw from that course by the official census date of the semester, may be administratively withdrawn from that course and receive a grade of "X" or "F" as determined by the instructor. Instructors are responsible for clearly stating their administrative drop policy in the course syllabus, and it is the student's responsibility to be aware of that policy.

It is the student's responsibility to verify administrative drops for excessive absences through MySPC using his or her student online account. If it is determined that a student is awarded financial aid for a class or classes in which the student never attended or participated, the financial aid award will be adjusted in accordance with the classes in which the student did attend/participate and the student will owe any balance resulting from the adjustment.

Deadlines- ALL projects will have deadlines. You need to get used to deadlines that exist in the working world. Late assignments may or may not

be accepted depending on the assignment and the reasons for missing the deadlines.

Tardiness Policy: I enforce a 5-minute rule. I use the clock in the classroom or on my computer. You may come to class **up to** 5 minutes late. That's the cutoff. If you arrive **after** that 5-minute window, you'll be given one warning. Any time(2) after that, you'll be asked to turn around and leave if you passed the 5-minute window. It will be an unexcused absence. I may or may not have taken attendance already if you arrive 5 minutes late. It's up to you to make sure you are marked present.

Excuses: Don't bother to try any. I've heard most of them and have used some of them myself. Only deaths of immediate family members (parents, grandparents, siblings – ONLY), or your own, may be considered for an excused absence. Of course, you will need to provide proof (such as the obituary notice). Student athletes or those participating in other college-sponsored activities that require an absence, will be excused, with prior notice to me and appropriate documentation.

Withdrawal Policy: The last day to withdraw/drop with a grade of "W" is April 27th. It is the student's responsibility to withdraw from this course. Otherwise, students will be assigned their earned letter grade at the end of the course. Course averages will be updated frequently, and guidance will be provided throughout the term to help students decide whether they need to drop the class or not. For more information regarding drops/withdrawals, please visit <https://www.southplainscollege.edu/admission-aid/apply/schedulechanges.php>.

COVID-19 Statement:

If you are experiencing any of the following symptoms, please do not attend class and either seek medical attention or test for COVID-19.

- Cough, shortness of breath, difficulty breathing
- Fever or chills
- Muscles or body aches
- Vomiting or diarrhea
- New loss of taste and smell

Please also notify DeEtte Edens, BSN, RN, Associate Director of Health & Wellness, at dedens@southplainscollege.edu or 806-716-2376. Proof of a positive test is required. A home test is sufficient but students must submit a photo of the positive result. The date of test must be written on the test result and an ID included in the photo. If tested elsewhere (clinic, pharmacy, etc.), please submit a copy of the doctor's note or email notification. Results may be emailed to DeEtte Edens, BSN, RN at dedens@southplainscollege.edu.

A student is clear to return to class without further assessment from DeEtte Edens, BSN, RN if they have completed the 5-day isolation period, symptoms have improved, and they are without fever for 24 hours without the use of fever-reducing medication.

Students must communicate with DeEtte Edens, BSN, RN prior to their return date if still symptomatic at the end of the 5-day isolation.

Disabilities Statement: Students with disabilities, including but not limited to physical, psychiatric, or learning disabilities, who wish to request accommodations in this class should notify the Disability Services Office early in the semester so that the appropriate arrangements may be made. In accordance with federal law, a student requesting accommodations must provide acceptable documentation of his/her disability to the Disability Services Office. For more information, call or visit the Disability Services Office at Levelland (Student Health & Wellness Office) 806-716-2577, Lubbock Centers (located at the Lubbock Downtown Center) 806-716-4675, or Plainview Center (Main Office) 806-716-4302 or 806-296-9611.

Nondiscrimination Policy: South Plains College does not discriminate on the basis of race, color, national origin, sex, disability or age in its programs and activities. The following person has been designated to handle inquiries regarding the non-discrimination policies: Vice President for Student Affairs, South Plains College, 1401 College Avenue, Box 5, Levelland, TX 79336. Phone number 806-716-2360.

Title IX Pregnancy Accommodations: If you are pregnant, or have given birth within six months, Under Title IX you have a right to reasonable accommodations to help continue your education. To activate accommodations you must submit a Title IX pregnancy accommodations request, along with specific medical documentation, to the Health and Wellness Center. Once approved, notification will be sent to the student and instructors. It is the student's responsibility to work with the instructor to arrange accommodations. Contact the Health and Wellness Center at 806-716-2529 or email dburleson@southplainscollege.edu for assistance.

Diversity Statement: In this class, the teacher will establish and support an environment that values and nurtures individual and group difference and encourages engagement and interaction. Understanding and respecting multiple experiences and perspectives will serve to challenge and stimulate all of us to learn about others, about the larger world and about ourselves. By promoting diversity and intellectual exchange, we will not only mirror society as it is, but also model society as it should and can be.

Academic Honesty and Professional Conduct Policy: The same standards and ethics will apply to students enrolled in this course as apply to news reporters and other media professionals. Violations of these standards will result in a failing grade for the assignment and immediate dismissal from the course will be considered. These standards include, but are not limited to:

1. Plagiarism will not be tolerated. You may not take material verbatim from other sources, including previously published photographs, Facebook, photos taken by other students, the Internet, etc... To do so without permission is unethical.
2. Ethical decision-making and upholding standards of decency are important. While nudity may be considered an art form by some, photographs of questionable taste will not be accepted.
3. The classroom is not a play room. Professional conduct is expected, and food and drink should be kept far away from cameras and computers.

Civility Code: As future journalism professionals, you are to communicate with each other in a professional and civil manner. We all may feel passionately about certain issues; however, passion is no substitute for a solid grasp of the facts and sound, logical reasoning. Disparaging comments about gender, ethnicity, religion, etc... will not be tolerated. Understanding and respecting multiple experiences and perspectives will serve to challenge and stimulate all of us to learn about others, about the larger world and about ourselves.

Disruptive behaviors such as cell phones ringing, leaving and returning to class while in session, arriving late to class, talking with others during lectures/discussions, checking your e-mail, Facebook, sending/receiving text messages, eating or drinking in class, etc... will result in a substantial reduction in the participation portion of one's grade and a request that those students leave the class. Cell phones must be turned off, or kept on "silent," and out of sight. They may only be activated in individual extenuating circumstances after consulting with the instructor.

Campus Concealed Carry Statement

Texas Senate Bill - 11 (Government Code 411.2031, et al.) authorizes the carrying of a concealed handgun in South Plains College buildings only by persons who have been issued and are in possession of a Texas License to Carry a Handgun. Qualified law enforcement officers or those who are otherwise authorized to carry a concealed handgun in the State of Texas are also permitted to do so. Pursuant to Penal Code (PC) 46.035 and South Plains College policy, license holders may not carry a concealed handgun in restricted locations. For a list of locations and Frequently Asked Questions, please refer to the Campus Carry page at: <http://www.southplainscollege.edu/campuscarry.php>

Pursuant to PC 46.035, the open carrying of handguns is prohibited on all South Plains College campuses. Report violations to the College Police Department at 806-716-2396 or 9-1-1.

