Instructor: Philippa Stannard, MFA ATR  
Credits: 3  
Contact Hours: 45  
Prerequisites: none  
Class Hours:  
Office Hours:  
Email:  
Course Type: Course with Service Learning  
Lab Fee: 

Course Description  
This course will introduce students to the fundamentals of photography. No previous photographic experience is required. The focus will be to capture and record the students’ experience in Italy through weekly photowalks around Perugia, an ancient Umbrian hilltop town, as well as to create a portfolio of these images. The class will explore the cultural phenomenon of photography and the role it plays in society. Students will learn basic concepts, processes, and techniques, including camera usage; exposure controls; manipulating and printing digital photographic images; and print presentation. At the end of the semester, all the photographs will be displayed at the Umbra Art Show.

“The question is not how to take a good picture, but how not to miss one.” - Harold Feinstein

Learning Outcomes and Assessment Measures  
By the end of the course, students will have:

<table>
<thead>
<tr>
<th>Learning Outcomes</th>
<th>Assessment Measures</th>
</tr>
</thead>
<tbody>
<tr>
<td>Demonstrate a thorough and functional knowledge of the essential mechanisms of a camera.</td>
<td>Quiz, Assignments, Critiques</td>
</tr>
</tbody>
</table>
Create photographs with interesting and effective compositions, lighting, and points of view.

Apply appropriate edits to digital images.

Understand the visual language of photography, and how it can be used to express and communicate ideas.

Critiques and Assignments

Assignments

Quiz, Community Engagement activities, Written and Oral Report

Course Materials

Book
Meyerowitz, Joel, 2016 Seeing Things Aperture, New York

Assessment

Photographic assignments (3 x 25% each) 75%
Quizzes and class participation 10%
Oral reports and presentations 5%
Written reports 5%
Community Engagement presentation 5%

Grading

Letter grades for student work are based on the following percentage scale:

<table>
<thead>
<tr>
<th>Letter Grade Range</th>
<th>Numerical Score Equivalent</th>
<th>Student Performance</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>93% - 100%</td>
<td>Exceptional</td>
</tr>
<tr>
<td>A-</td>
<td>90% - 92%</td>
<td>Excellent</td>
</tr>
<tr>
<td>B+</td>
<td>87% - 89%</td>
<td>Superior</td>
</tr>
<tr>
<td>B</td>
<td>83% - 86%</td>
<td></td>
</tr>
<tr>
<td>B-</td>
<td>80% - 82%</td>
<td></td>
</tr>
<tr>
<td>C+</td>
<td>77% - 79%</td>
<td>Satisfactory</td>
</tr>
<tr>
<td>C</td>
<td>73% - 76%</td>
<td></td>
</tr>
<tr>
<td>C-</td>
<td>70% - 72%</td>
<td></td>
</tr>
<tr>
<td>D+</td>
<td>67% - 69%</td>
<td>Low Pass</td>
</tr>
<tr>
<td>D</td>
<td>63% - 66%</td>
<td></td>
</tr>
<tr>
<td>D-</td>
<td>60% - 62%</td>
<td></td>
</tr>
<tr>
<td>F</td>
<td>59% or less</td>
<td>Fail (no credit)</td>
</tr>
</tbody>
</table>
and photographic assignments; oral reports; and overall improvement. Assignments are due on the assigned
date. For every class that your assignment is late, the grade on the assignment will drop by one letter grade,
unless students have a written note from a doctor.

Photographic Assignments (3 x 25% each = 75%)
Students will have three photographic assignments due during the semester. Each assignment will consist of
taking at least 300 photographs, from which they will choose the best six images and then edit and optimize
them. The photographs for each assignment should be renamed in the following format:
LastnameFirstname1.jpg , LastnameFirstname2.jpg etc. As there are six photographs due for each assignment,
you should upload 6 photographs to the appropriate folder on Google Drive. Please do not put your
photographs in a folder.

Assignment 1: Composition, Lighting, Viewpoint
– Six edited and optimized photographs.
– There are a lot of things to think about when taking a photograph. This first assignment is your
  chance to put into practice all we’ve learned about your camera focus on what makes photographs
  memorable. Please pay special attention to composition, lighting, and point of view in order to draw
  the viewer into the scene. The subject matter is open.

Assignment 2: RE.LEG.ART service learning project
– Six edited and optimized photographs.
– You will help the social cooperative promote their innovative, MADE IN ITALY creations as well as
  their philosophy of inclusion for online and print material by photographing their newest products
  using the city of Perugia as a creative backdrop. Things to keep in mind: composition, point of view,
  motion, depth of field, and exposure compensation...and LIGHTING! Pay special attention to the
  background and how it can infer meaning and interest into the product that you are photographing.
  Please see Moodle for more information.
– You are responsible for returning the leather products to Re.Leg.Art. Make sure that you take good
  care of them, you will have to purchase your product if you return it damaged.

Assignment 3: “My Study Abroad Experience”
– Six edited and optimized photographs
– We will create a series of photographs that capture and record your own unique and personal
  experience and reality while studying abroad. What are the things that make it special that you will
  miss? Capture them with your camera! These photographs can be a wonderful way to record Perugia
  and all the special places and people you have met here on your study abroad journey. Friends and
  human interaction bring any story alive.

Quizzes and Class Participation (10%)
Students will be given quizzes on the readings and what they have learned in class. Class participation refers to
active participation during critiques, discussion or readings, photowalks, and any other activity during class time.
See Moodle for further details.
<table>
<thead>
<tr>
<th>Frequency and appropriateness of Class Participation</th>
<th>Seldom participates and displays little engagement. 1 points</th>
<th>Appears &quot;tuned out&quot; more than present more often than not. 2 points</th>
<th>Sometimes participates but others times is &quot;tuned out&quot;. 3 points</th>
<th>Usually actively participates at appropriate times. 4 points</th>
<th>Always actively participates at appropriate times. 5 points</th>
</tr>
</thead>
<tbody>
<tr>
<td>Respectful Interaction and Acceptance of Critique</td>
<td>Is disrespectful towards fellow students when critiquing their work or does not accept critique of own work given respectfully. 1 points</td>
<td>Appears to show lack of awareness and/or empathy in choice or words and/or tone when critiquing others work. Is adverse to accepting critique of own work, even when given respectfully. 2 points</td>
<td>Sometimes but not always respectfully and appropriately critiques the work and ideas of fellow students. Sometimes but not always accepts critique own work with an open mind (when such critique is respectfully given). 3 points</td>
<td>Usually respectfully and appropriately critiques the work and ideas of fellow students. Usually accepts critique own work with an open mind (when such critique is respectfully given). 4 points</td>
<td>Always respectfully and appropriately critiques the work and ideas of fellow students. Always accepts critique own work with an open mind (when such critique is respectfully given). 5 points</td>
</tr>
</tbody>
</table>
Oral Reports and Presentation (5%)

Everyone will research a photographer and give an oral and written report on their chosen photographer. Make sure the photographer that you choose has enough information available to write a six-page paper. The paper and oral report are both due on the day that you sign up to give your presentation. You must upload both your paper and your presentation to the appropriate Google Drive folder, with sharing permissions set to enable you to present them from my Google Account (otherwise you have to sign into your account and it is a waste of class time).

If you decide to change your mind on the photographer that you have chosen, first check our Moodle page to ensure nobody else has chosen your photographer, then inform me at the beginning of the next class so that I may then change your photographer on Moodle. Please do not email me asking me to do this outside of class time.

The oral report will be given as a PowerPoint, Keynote, or other type of visual presentation in which you explain the life and work of your photographer, what you think about their work, and show 20 examples of their work. The images should be of a higher resolution, as they will be enlarged on the TV monitor. (Google→ Image search→ tools→ image size→large). In addition, please place only one photo per slide as large as possible, as we will be viewing them on the TV monitor. If you place more than one photograph per slide, they are too small to see properly. Please talk about your photographer’s life, artistic style, compositional techniques, etc. We
are interested in your creative analysis and interpretation. The oral report should last about 15-20 minutes. Please choose a photographer that you can find enough information about, otherwise you will have a hard time writing a six page paper on them.

Be prepared to give your oral presentation at the beginning of class. Your presentation should be uploaded to the appropriate Google Drive folder.

Written Reports (5%)
Everyone will research a photographer and give an oral and written report on their chosen photographer. The written paper on your chosen photographer should 1500-2000 words, double spaced. I am interested to know what YOU think about their work. Tell me why you chose them and describe their photographic career. I do not want to read a paper that is half quotes. Limit the number of quotes to no more than three. How did they get into photography? What contributions did they make to the world of photography? What genre of photography do they practice? What is unique about their images? Is there a subject or theme that ties their work together? I am interested in your creative analysis and interpretation. Try to summarize their photographic style. The bibliography should include at least five sources. Your paper should be a Google Document and uploaded to the appropriate Google Drive folder on the day that you give your presentation.

Community Engagement Presentation (5%)
During Special Academic Events Week, the class will present a 15-minute summary of the project experience to the Umbra community during the Community Engagement Presentations. The presentation should be engaging, interesting, and include audience participation. You will be graded on the quality of your participation in this process.

Attendance Policy
Absences for Covid-related circumstances: in order to keep the entire Umbra community healthy and to comply with local laws, you may not enter the Umbra premises if you have a temperature of 37.5 °C (99.5 °F) or higher. For all students who display any relevant symptoms, the procedure will be the following:
1. avoid going to class;
2. immediately notify the Student Services staff;
3. be prepared to get tested for COVID at a local pharmacy within the day.

The following additional conditions apply:

- Students may attend classes remotely and without academic penalty via Zoom or Skype but only if they are waiting for the test to be scheduled or performed.
- Students with a positive test result (or who have been in close contact with someone who tested positive) must follow all applicable quarantine or isolation requirements and may attend classes remotely, without academic penalty.
- Students with a negative test result are allowed to attend class in person.

It is Institute policy that students with symptoms be tested. Any student refusing testing will not be admitted to the Institute under any circumstances and any absences will not be considered eligible for an extra absence for any classes missed. In other words, refusing a test and staying in one's apartment is considered an unexcused absence.

Class attendance (in person or through live connection) is mandatory. Students are allowed two “free” absences, which do not need to be justified. However, it is considered common courtesy to inform the instructor of your absence when possible. It is the students' responsibility to keep them in case of real necessity (sickness or any other unforeseen inconvenience that may prevent students from being in class).

Additional absences relating to illness may be approved by the Academic Director but only if a medical
certification is provided.

Each additional absence, unless for a very serious reason, will lower the students’ grade by one grade level (i.e., a final grade of a B+ would be lowered to a B). If students miss class, they are responsible for obtaining class notes from other students and/or for meeting the professor during office hours. It is also the policy of the Institute that any student who has eight or more absences automatically fails the class.

Except in the case of medical emergencies, absences are not accepted when tests are scheduled; tests cannot be made up. Furthermore, scheduled times and dates indicated for exams, quizzes, oral presentations, and any other graded assignments cannot be changed for any reason. Even if more sections of the same class are activated, students may only take exams during the scheduled times and dates for the section they are enrolled in.

**Academic Integrity**

All forms of **cheating** (i.e., copying during exam either from a fellow student or making unauthorized use of notes) and **plagiarism** (i.e., presenting the ideas or words of another person for academic evaluation without acknowledging the source) will be handled according to the Institute Academic Policy, which can be found in the Umbra Institute Academic Policies and Conduct Guidelines.

**Classroom Policy**

We will be using computers, cell phones and Instagram during class to edit and post our photographs. We will be using them during dedicated editing and photo taking times. Please refrain from using these devices during class time when we are doing other activities such as photography reports or demos. Participation in class is part of students’ grade. Students are expected to follow the policy of the Institute and demonstrate the appropriate **respect** for the historical premises that the school occupies.

Feel free to email me if you run into any problems, BUT before you email (1) read the syllabus and all other previous correspondences, (2) Check Moodle, (3) Ask a friend, (4) Google. Read requirements well in advance so that you are not faced with a problem the night before or just hours before submission.
Schedule of Topics, Readings, and Assignments

**Week 1**

**What Makes a “Good” Photograph? Aperture and Shutter**

Day 1  
Log into social media accounts. Password information is on Moodle.  
Bring camera to next class  
Readings  

Day 2  
How do cameras work:  
Readings  

Hour of classwork outside class: Explore Piazza IV Novembre with your cameras, capture frozen motion, blurry motion, short depth of field, and long depth of field. Discussion next class.

**Week 2**

**ISO, Focal length, and lens distortion**

Day 1  
Using your camera: How does your camera work?  
Readings  

Day 2  
Focal length and reality: How camera lenses can distort and change the way our reality is captured.

View photographs on Instagram, critique

Hour of classwork outside of class: Explore Porta Sole with your cameras. Use exposure controls and explore how focal length effects the subjects in your photographs.

**Week 3**

**Photo reports and photo walk.**

Day 1  
Photo reports (4)

Day 2  
Photo Walk: Aperture, ISO, Shutter Speed and Focal Length

Hour of Classwork outside class: Explore Via della Viola with your cameras. This bohemian part of town is full of art and vibrant street life.

**Week 4**

**Identifying and Editing Your Best Images**

Day 1  
View images on Instagram  
Histograms, how can they help us? What do they tell us?  
View and select best images

Day 2  
View photos on Instagram, live editing  
Demo: Basic Edits  
Exposure, Contrast, and Saturation  
Problem Images and how to fix them
View and select best images

Hour of Classwork outside of class: Explore the area of Piazza Italia and Rocca Paolina with your camera. This area of town is actually a Renaissance fortress built over an ancient part of the city.

**WEEK 5**

**Assignment 1 Due**
Day 1  Assignment 1 Due
Critique in groups and Grading
Better editing
Day 2  Photo Reports (3)
Introduction to Re.Leg.Art
Find two marketing photographs: one that works, and one that doesn't.

Hour of Classwork outside of class: Explore the Medieval aqueduct with your camera. There are many different vantage points from which this picturesque part of town can be captured

**WEEK 6**

**Re.Leg.Art Service Learning Project**
Day 1  Photography and Marketing: What works or doesn’t work and why?

Day 2  Meet with president of Re.Leg.Art, visit the workshop and store
Start taking photographs of your leather object.

Hour of Classwork outside of class: Go to RE.LEG.ART and take photographs of the people who are making hand-made leather goods. Actually photographing the process gives a whole new appreciation for the products that they are making

**SEMESTER BREAK**

**WEEK 7**

**Photographing and editing Re.Leg.Art objects**
Day 1  Photowalk with Re.Leg.Art objects

Day 2  Photo reports (2)
Viewing and Editing Assignment 2 RE.LEG.ART Photographs.

Hour of Classwork outside of class: If you haven't already done so, go to RE.LEG.ART and take photographs of the people who are making hand-made leather goods. Actually photographing the process gives a whole new appreciation for the products that they are making

**WEEK 8**

**Photo Reports and Re.Leg.Art Assignment Due**
Day 1  Photo Reports (4)

Day 2  Re.Leg.Art Service Learning Assignment Due
Critique in groups
Grading
Discuss Assignment 3

Hour of Classwork outside of class: Return leather goods to Re.Leg.Art
Explore the area of Borgo Sant’Angelo and the Sant’Angelo Temple with your camera. This circular pagan temple in the northern part of the city dates to the 5th and 6th century

WEEK 9

Working on Assignment 3
Day 1 Feedback in groups on photographs for assignment 3
Better editing

Day 2 Photo Reports (2)
Editing
Uploading high resolution photographs to be printed next class

Hour of Classwork outside of class: Explore the area of Corso Cavour, San Domenico and the Archeological Museum Cloisters with your camera

WEEK 10

Assignment 3 Due, Printing, Community Engagement Activity Preparation
Day 1 Critique in groups
Grading

Day 2 Community Engagement Presentation Preparation
Printing

Hour of Classwork outside of class: Refine and prepare your community engagement presentation, art show preparation

WEEK OF FINAL EXAMS AND SPECIAL ACADEMIC EVENTS

Dates TBA The Final Exam and Special Academic Events Calendar will be provided later in the semester.

Online Resources
www.fstopmagazine.com – F-Stop Magazine is an online photography magazine featuring contemporary photography from established and emerging photographers from around the world. Each issue has a theme or an idea that unites photographs to create a dynamic dialogue among the artists.

www.lensculture.com – This site is one of the most authoritative resources for contemporary photography. Lensculture highlights work from every continent and from diverse points of view: documentary, fine art, nature, photojournalism, activism, street photography, sports, fashion, poetic, personal, abstract, and human.

www.magnumphotos.com – Magnum Photos is a photographic cooperative of great diversity and distinction owned by its photographer members. With powerful individual vision, Magnum photographers chronicle the world and interpret its peoples, events, issues, and personalities.

www.photo.net – Photo.net is a site for photographers to connect with other photographers, explore photo galleries, discuss photography, share and critique photos, and learn about photography.
As a leading global news photo agency, EPA transmits an average of 1,000 pictures per day, generated by a network of more than 400 photographers worldwide. Its image production covers news, sports, entertainment, arts, and culture.

World Press Photo aims to support professional press photography on a wide international scale. Promotional activities include an annual contest, exhibitions, stimulation of photojournalism through educational programs, and creating greater visibility for press photography through a variety of publications.

Lenscratch is considered one of the ten photography-related blogs you should be reading by Source Review, Wired.com, Rangefinder, and InStyle Magazine.

National Geographic offers unbiased, informative reviews from camera experts and everyday users looking to share their own experiences. It is not a store, but this site can help you find a great camera at the best price.

In addition to pen-portraits of many of the most important photographers of the period, rleggat contains information on some of the most significant processes used during the early days of photography.

This site has a diverse collection of some of the most recent photographs, videos and slide shows in the New York Times.

The photojournalism blog of The New York Times.