

**PELLISSIPPI STATE COMMUNITY COLLEGE  
MASTER SYLLABUS**

**DIGITAL IMAGING & WORKFLOW  
PHO 2010**

Class Hours: 3.0  
Laboratory Hours:0

Credit Hours: 3.0  
Date Revised: Fall 2016

**Catalog Course Description:**

An overview of the workflow and imaging techniques used by professional photographers and digital retouchers using Adobe Lightroom and Photoshop. Special emphasis is placed on using best practices for backing up, tagging images for recall, nondestructive editing techniques, application-independent manipulations, working with high-resolution images, prepping images for delivery and obtaining high-quality prints.

**Prerequisites:**

PHO 1000 or equivalent

**Corequisites:**

none

**Textbook(s) and Other Course Materials:**

- Text: Adobe Photoshop CC for Photographers by Martin Evening (most recent addition)
- Software: Adobe Photoshop CC (with Lightroom)
- Supplies: 8.5" x 11" inkjet photo paper– **MUST BE ON OF THE FOLLOWING:**
  - Epson Premium Photo Paper (Luster, Semi-gloss or Glossy)
  - Ilford Smooth Pearl Photo Quality Inkjet Paper
  - Staples Photo (Plus or Plus Supreme) paper Glossy

**Week/Unit/Topic Basis: (subject to change)**

1. Overview of course and Intro to CC
2. Digital Image Theory (pixels, histograms, RGB)
3. Capture and downloading
4. Working with Raw Images
5. Archiving and Prepping for Photoshop
6. Adjustment Layers, Levels
7. Selecting
8. Color Theory & Color Balancing
9. Curves
10. Retouch Layers
11. Prepping Photos for Output/Printing
12. Compositing
13. Filters/Text
14. Presentations / Class Portfolio
15. Final Exam Period

**Course Goals\*:**

*The course will:*

- A. Enable students to color correct, retouch and optimize digital images for a variety of uses using Adobe Photoshop® and Lightroom® (II. III. IV.)
- B. Instruct students to create new images from existing images using digital techniques. (I. II. IV.)
- C. Instruct students how to create a portfolio or other projects using advanced techniques and/or knowledge developed in this class. (I. II. III. IV. VI.)
- D. Instruct students to use an efficient workflow appropriate to the specific project, industry standards, and equipment. (II. IV. VI.)
- E. Edify students to manage and create metadata appropriate to the specific project and industry standards. (I. IV. V. VI.)

*\*Roman numerals after course objectives reference goals of the MDT program.*

### **Expected Student Learning Outcomes\*:**

*Students will:*

1. Demonstrate technical skills including editing, selecting, working with layers and channels, creating and using masks, retouching, color correction, and optimizing. (A. B. C. D. E)
2. Demonstrate aesthetic skills including cropping, image enhancement, retouching, and special effects. (A. B. C. D. E.)
3. Demonstrate the ability to optimize an image for use a variety of media including printing, web, and video. (A. B. C. D. E.)
4. Present a portfolio of learned techniques. (A. B. C. D. E. F.)

*\*Capital letters after Expected Student Learning Outcomes reference the course goals listed above.*

### **Evaluation:**

- A. Testing Procedures: 35% of grade:
  - 3 quizzes=5% each. Students must pass at least two quizzes in order to pass the course.
  - Final Exam=20 %. Students must take the final exam in order to pass the course.
- B. Laboratory Expectations: 0% of grade.
- C. Field Work: 35% of grade:
  - 7 Homework Assignments=5% each. Students must turn in at least 70% of the assignments in order to pass the course.
- D. Other Evaluation Methods: 30% of grade
  - Final Portfolio Project 30%. A final portfolio must earn a passing grade to pass the course.
  - Students will participate in critiques, class discussions, demonstrate knowledge of technical procedures processing digital images, and maintain professional conduct throughout the class. Inadequate performance may result in a loss of 10% of the final grade.
- E. Grading Scale:
  - 4.00-3.75=A
  - 3.25-3.74=B+
  - 2.75-3.24=B
  - 2.25-2.74=C+
  - 1.50-2.24=C
  - 0.50-1.49=D
  - 0.00-0.49=F

## Policies:

### A. Attendance Policy:

Pellissippi State expects students to attend all scheduled instructional activities. As a minimum, students in all courses (excluding distance learning courses) must be present for at least 75 percent of their scheduled class and laboratory meetings in order to receive credit for the course. Individual departments/programs/disciplines, with the approval of the vice president of Academic Affairs, may have requirements that are more stringent. In very specific circumstances, an appeal of the policy may be addressed to the head of the department in which the course was taken. If further action is warranted, the appeal may be addressed to the vice president of Academic Affairs.

### B. Academic Dishonesty:

Academic misconduct committed either directly or indirectly by an individual or group is subject to disciplinary action. Prohibited activities include but are not limited to the following practices:

- Cheating, including but not limited to unauthorized assistance from material, people, or devices when taking a test, quiz, or examination; writing papers or reports; solving problems; or completing academic assignments.
- Plagiarism, including but not limited to paraphrasing, summarizing, or directly quoting published or unpublished work of another person, including online or computerized services, without proper documentation of the original source.
- Purchasing or otherwise obtaining prewritten essays, research papers, or materials prepared by another person or agency that sells term papers or other academic materials to be presented as one's own work.
- Taking an exam for another student.
- Providing others with information and/or answers regarding exams, quizzes, homework or other classroom assignments unless explicitly authorized by the instructor.
- Any of the above occurring within the Web or distance learning environment.

Please see the Pellissippi State Policies and Procedures Manual, Policy 04:02:00 Academic/Classroom Conduct and Disciplinary Sanctions for the complete policy.

### C. Accommodations for disabilities:

Students that need accommodations because of a disability, have emergency medical information to share, or need special arrangements in case the building must be evacuated should inform the instructor immediately, privately after class or in her or his office. Students must present a current accommodation plan from a staff member in Disability Services (DS) in order to receive accommodations in this course. [Disability Services](#) (<http://www.pstcc.edu/sswd/>) may be contacted via [email](#) or by visiting Alexander 130.