



Dorman High School  
1050 Cavalier Way  
Roebuck, SC 29376  
864-582-4347

**Digital Art & Design I-IV Unified Syllabus  
2017-2018 Expectations  
Austin M. Baker**

Dear parents and students,

- I am excited to welcome you to the Digital Art & Design program. The DAD program focuses on providing students with an excellent foundation in the fundamentals of digital photography, lighting, image editing, and working with models and clients. Students will work with DSLRs, a variety of professional photography equipment, and both Adobe Lightroom and Photoshop CC. Students will produce quality photos for use in Dorman and District 6 publications, as well for the students' own personal portfolios.
- **An SD card is required for class. Details about appropriate cards can be found on the class website.**
- **A DSLR (or digital camera with manual controls) is recommended but not required.**
- **A high-capacity USB flash drive or small external drive is also recommended but not required for backing up photos.**
- **Students will have outside-of-class reading and viewing assignments followed by in-class photography and image editing practice.** Your student is expected read and/or watch the guides found in each lesson prior to class in order to maximize their time in class to practice.
- **It is imperative that your student act in a manner that upholds district and school rules/policies and in a manner that is befitting of a Dorman High School student.**
- **This class requires a level of self-motivation and maturity not found in many other classes.** Your student will have regular assignments that must be completed in order to pass the class. Failure to turn in assignments will result in a failing grade.
- **Your student will often be working unsupervised throughout the course of the semester to complete assignments such as taking photos around the school during class.** Also, your child may be asked to photograph after-school activities throughout the school year, such as Fine Arts Center performances or sporting events.
- **Your student will have his or her photo taken and most likely displayed online at some point during the semester.** With as many students as we have in the program taking pictures every day, your student will wind up in photos at some point. Those photos

may wind up either on the class website, or on another students' website project at some point.

- **Additionally, students will be working with expensive and delicate electronic equipment. Students are responsible for its repair/replacement if damaged through negligence or malice.**
- I expect students to be prepared, mature, and responsible. Feel free to contact me with any questions or concerns; **my preferred method of communication is via email**, as I am often away from my classroom phone. Assignments and resources are available online at our class website, [www.dormanhighphotography.com](http://www.dormanhighphotography.com).

I look forward to helping your student grow as a photographer,

Sincerely,

*Austin M. Baker*

Austin M. Baker  
DHS Digital Photo & Video Instructor  
[bakeram@spart6.org](mailto:bakeram@spart6.org)  
864-582-4347 ext. 3515

### **Classroom Rules & Expectations:**

- Students will adhere to all school and district policies set in the student handbook for tardiness, discipline, food, drink. etc.
- Come to school. Being absent is not an excuse for turning in assignments late.
- Students are dismissed by the teacher, not the bell.
- You are responsible for any of your own equipment you choose to bring to school.
- If you check out school equipment, you are responsible for bringing it back in the same condition as it left. Further equipment care guidelines will be covered in class.
- The classroom is a community in which ALL members of the community are equal and worthy participants.
- Be quiet when the teacher is talking. Be quiet when other students are talking.
- Don't leave your trash on the floor. If it's not yours, don't mess with it.
- Be respectful to the advisor, other students, and everyone you come into contact with, as you are a representative of the Digital Art & Design program and Dorman High School.
- No food. Do not ask to go to the café during class. The answer is no.
- Participate in classroom discussions and critiques.

- The course instructor and senior members of the program may delegate classroom tasks (within reason) to junior members.
- Use time wisely. Do not wait until the day before the assignment is due to get started.
- Become familiar with the equipment and software used in class.
- Use computers for school-related work only. Do not install programs or download files unless directed to by the advisor.
- Devices are not to disrupt the learning environment. The instructor, not the student, determines what constitutes a disruption.
- Furthermore, devices are prohibited during any form of testing or quizzing. This also includes any other device identified by the teacher as a classroom distraction.
- TL;DR version: if I ask you to put your phone/headphones/any other device away, please do so. Failure to comply may result in disciplinary action.

### **Grading**

<b>Major Photo Assignments</b>	<b>x3</b>
<b>Minor Photo Assignments</b>	<b>x2</b>
<b>Extra Credit</b>	<b>x1</b>
<b>Exam</b>	<b>x1</b>

***Late/Make-up Policy:*** Unless you have talked to the instructor prior to missing a deadline, you have 1 week after the due date to turn your assignment in penalty-free. If you turn in your assignment between 1 and 2 weeks late, the highest you can score is a 50 (not counting any points you would lose for failing to meet the standards outline in our class rubric). If your assignment is more than 2 weeks late, you will not receive credit. There is one caveat: assignments due the last week of each quarter are due on their original due date, no exceptions.

### ***Office Hours:***

#### **1<sup>st</sup> Semester:**

M-F 10:00-11:33AM & 1:30-1:46PM

#### **2<sup>nd</sup> Semester:**

M-F 11:33AM-1:46PM

***Storage:*** Students are required to provide their own memory card. Students are also encouraged to back up their photos on a regular basis. Photos and catalogs will be deleted at the end of the semester to make room for photos from incoming students. Further information on this topic is outlined in the welcome letter.

***New Grading Scale:*** Grades are calculated according to the 10-point uniform grading scale:

**100-90 = A**

**89-80 = B**

79-70 = C

69-60 = D

59-0 = F

**Assignment Schedule:**

DAD I	Assignment Roadmap	
<b>Assignment</b>	<b>1st 9 Weeks</b>	<b>Due Date</b>
1	Manual Exposure + Metering Modes	12-Jan
2	Controlling Motion w/ Shutter Speed	19-Jan
3	Controlling Depth of Field with Aperture	26-Jan
4	Self-Portraits using The Rule of Thirds	2-Feb
5	Basic Complementary Color Theory - Retro Swag	9-Feb
6	Composition - Sub-Framing	16-Feb
7	Understanding Contrast - Black & White Photos	23-Feb
8	The Quality and Direction of Light	2-Mar
9	Forced Perspective	9-Mar
	Flex Week	16-Mar
	<b>2nd 9 Weeks</b>	
10	Portraiture Basics	23-Mar
11	Achieving Style through Post-Processing	30-Mar
12	Negative Space Portraits	13-Apr
13	Retouching Skin + Basic Color Grading	20-Apr
14	Infographic - Photography Fundamentals	27-Apr
15	Dynamic Tension + Leading Lines	4-May
16	Balance + Symmetry	11-May
17	Street-Style Candid Portraits	18-May
18	Mastery Demonstration + Portfolio	25-May
	Flex Week	1-Jun
DAD II	Assignment Roadmap	
<b>Assignment</b>	<b>1st 9 Weeks</b>	<b>Due Date</b>
1	Shadowplay	12-Jan
2	Minimalist Fashion + Reflector	19-Jan
3	Basic Lighting Patterns w/ Studio Lights	26-Jan
4	Moody B&Ws utilizing Figure/Ground	2-Feb
5	Balancing Ambient + Flash (Bounce Flash)	9-Feb
6	High Dynamic Range Photos	16-Feb
7	Color Grading Faceless Self-Portraits	23-Feb
8	Brenizer Method Portraits	2-Mar
9	Infographic - Understanding Copyright	9-Mar
	Flex Week	16-Mar
	<b>2nd 9 Weeks</b>	
10	Personal Project	23-Mar
11	Double Exposures in Photoshop	30-Mar
12	Long Exposure - Light Painting	13-Apr
13	Shaping Light - Multi-Light Studio Setups	20-Apr
14	Edgy Portraits - Off-Camera Hard-Light	27-Apr
15	Macro Product Photos + Background Replacement	4-May
16	Portrait Session	11-May
17	Event Coverage	18-May
18	Website	25-May
	Flex Week	1-Jun

<b>DAD III</b>	<b>Assignment Roadmap</b>	
<b>Assignment</b>	<b>1st 9 Weeks</b>	<b>Due Date</b>
1	Lightstalking - Finding Dynamic Light	12-Jan
2	Low-Angle (Landscape/Nature/Portraits/Architecture)	19-Jan
3	High-Angle (Landscape/Nature/Portraits/Architecture)	26-Jan
4	Monochrome Study - Creating a Series	2-Feb
5	Tryptichs - Telling a Story	9-Feb
6	Recreating Famous Art	16-Feb
7	Stereoscopic GIFs	23-Feb
8	Professional Headshots (Corporate or Theatrical)	2-Mar
9	Event Coverage	9-Mar
	Flex Week	16-Mar
	<b>2nd 9 Weeks</b>	
10	Emulating Film	23-Mar
11	Centered & Symmetrical	30-Mar
12	Table-Top Studio - Food Photography	13-Apr
13	Deconstructing Light - Recreating Others' Work	20-Apr
14	Conceptual/Experimental/High-Art	27-Apr
15	Research Project - Famous Photographer	4-May
16	2.5 D - The Parallax Effect	11-May
17	Personal Project	18-May
18	Website	25-May
Honors	Photo Essay + 2 Contest Entries	1-Jun
<b>DAD IV</b>	<b>Assignment Roadmap</b>	
<b>Assignment</b>	<b>1st 9 Weeks</b>	<b>Due Date</b>
1	"Still Moments"	12-Jan
2	Fine-Art Abstracts	19-Jan
3	Portraits w/ Props - Themed Shoot	26-Jan
4	Still Life Light Paintings	2-Feb
5	Cinemagraphs	9-Feb
6	10-Second Hyperlapse	16-Feb
7	Personal Project	23-Feb
8	Deconstructing Light II - Recreating Others' Work	2-Mar
9	Flex Week	9-Mar
	Flex Week	16-Mar
	<b>2nd 9 Weeks</b>	
10	50 @ 50mm	23-Mar
11	Alternative Compositional Theories	30-Mar
12	Headshots + Frequency Separation	13-Apr
13	Metal & Glass Product Photography	20-Apr
14	Family or Kid Portrait Session	27-Apr
15	Senior Portrait Session	4-May
16	Low-Light Event Coverage	11-May
17	Animals (Pets or Wildlife)	18-May
18	Website + Logo	25-May
Honors	Photo Essay + 2 Contest Entries	1-Jun

Please sign and return the following page by Friday, January 12<sup>th</sup>.

**Digital Art & Design I-IV Program Agreement**  
*\*Applicable to all Digital Art & Design I-IV students.\**

Student Name: \_\_\_\_\_

Parent(s)/Guardian names(s): \_\_\_\_\_ Phone: \_\_\_\_\_

Parent/Guardian email: \_\_\_\_\_

**All parties agree to the following:**

- 1) While performing tasks or completing assignments for this class, students will behave in a manner that will at all times be in keeping with expected norms of behavior for students of Dorman High School and students will at no time behave in a manner that would bring disrepute to Dorman High School or the Digital Photography program.
- 2) The parent(s) or guardian(s) of the student shall be responsible for the conduct of the student who is participating in the course.
- 3) There will be no monetary compensation to the student for any photo or video products produced while taking this course or while using DHS equipment.
- 4) Students will not use or be allowed to use DHS photo or video equipment for the purposes of personal financial gain or any unseemly purpose.
- 5) Any equipment lost or damaged by the student, lost or damaged by others while in the student's possession, supervision, or care, or lost or damaged due to the negligence of the student will be paid for by the parent(s) or guardian(s) of the student.
- 6) Student may be photographed in class. These photographs may be used in school and/or district publications, presentations, videos, or web pages, and may be included in news releases distributed to newspapers and other media. No payment will be made to a child photographed or to his/her family if and when the photographs are used in school/district publications, presentations, video productions, or web pages. Parents/guardians waive the right to preview or approve the finished photographs or video.
- 7) Student will at times work unsupervised on campus during class time to complete assignments.
- 8) Student may be asked to photograph after-school activities throughout the school year, such as Fine Arts Center performances or sporting events; the student will be responsible for arranging transportation to photographic assignments that take place after regular school hours.
- 9) This agreement may be terminated after consultation with the Dorman High School administration and instructor for due cause or unforeseen conditions.

Parent/Guardian signature: \_\_\_\_\_

Student signature: \_\_\_\_\_

Please sign and return the following page by Friday, January 12<sup>th</sup>.

**Digital Art & Design II-IV Program Class Time Exchange Policy**

*\*Applicable to all Digital Art & Design II-IV students.\**

The Digital Art and Design program focuses on preparing students for the rigors of working in a professional capacity. Those rigors include working with clients and working under deadlines. Students will be given opportunities to cover events outside of class/normal school hours, and will be responsible for getting to and from the event, actually photographing the event, editing the photos, and delivering the photos to the photography instructor and/or their contact for the event.

In order to compensate you for your hard work after school, we have a class time exchange program in place. What this means for you is that covering an event afterschool counts as time in class (within reason). Guidelines will be covered in-depth in class, but essentially means is that if you may cover some events after school instead of attending your Digital Art & Design class every day.

What this does not mean is that you never have to come to class. This also does not mean you can go and do a quick photo, say something like a group photo that takes you five minutes to set up and shoot, and then take a day off from class. Any abuse of the program will result in you no longer being allowed to exchange out-of-class work for in-class time.

You must be at your event for at least 1.5 hours in order to exchange a day. Compensation for longer events should be discussed with the instructor prior to the student covering the event.

- If your event is after school and/or off campus, you are responsible for arranging transportation and making it to the events prior to the deadline for submission.
- If you don't have a license/car/etc., don't pick an assignment that will require you to be off campus.
- Time spent covering events after school counts as time in class, therefore you may exchange class days in order to cover afterschool events. Off-campus assignments that occur during class time (such as covering an RDA class) are not eligible for exchange.
- All class time exchange requires proof of attendance (besides your completed assignment). You should have the supervising teacher, coach, or other faculty member send the instructor an email.
- All class time exchange must be documented and the instructor notified ahead of class (e.g. if you're going to shoot an event on Thursday night and not come in on Friday, the instructor must be notified prior to the start of class via email).
- Not every class day is eligible for exchange; students will be notified beforehand of mandatory attendance days.
- The photography instructor reserves the right to reassign you at any time based on performance or class/school needs.

I have read and understand these classroom procedures and give permission for my student,

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to participate in the Digital Art & Design Program at Dorman High School. I understand that this special program *will* at times involve my student working unsupervised and/or after normal school hours. My student has my permission to participate in these activities.

**In the event of an accident, I will not hold the Digital Art & Design instructor, Mr. Austin Baker, Dorman High School, or Spartanburg Country School District 6 legally accountable.**

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Name of parent/guardian

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Date

Please sign and return the following page by Friday, January 12<sup>th</sup>.

### Digital Art & Design Travel Form

*\*Applicable to all Digital Art & Design III & IV students.\**

Parents, your student may be asked throughout the semester to cover events either at Dorman or at other District 6 facilities either during school hours or after school hours.

**This form covers all travel for the entire school year and is intended to notify parents that their child may at times be traveling to other District 6 facilities and working unsupervised to complete assignments for the school and/or district.**

- Students will know about each trip in advance, and will meet at a planned and announced location.
- All students must be on time. Students are responsible for arranging their own transportation.
- Students need to be dressed appropriately. Often times what is worn to school is fine, but certain events may require specific dress, and students will be given advanced notice. "Crew attire" is recommended in most situations.
- Students are expected work when on location. If a student is assigned to a cover an event, the student should be actively getting their shot list taken care of, not socializing with friends, playing on their phones, etc.
- Students are expected to adhere to all school and district guidelines outlined in the student handbook.
- Students are responsible for all DHS equipment in their possession when on assignment. This includes in-transit and on-location. Students are to maintain control of the gear at all times, and never leave it unattended in such a position that it could be lost, damaged, or stolen.

I have read these requirements and give permission for \_\_\_\_\_ to travel to and work unsupervised at other District 6 facilities in order to complete projects for the school/district. My student has my permission to participate in these activities.

I have initialed as many as apply to my son/daughter:

\_\_\_\_\_ My student has a valid SC driver's license and is insured as a driver.

\_\_\_\_\_ My student may drive his/her own car to Digital Art & Design activities.

\_\_\_\_\_ My student may drive other Digital Art & Design students in his/her car.

\_\_\_\_\_ My student may ride with other Digital Art & Design drivers.

(Please indicate which Digital Art & Design students your student is allowed to ride with or indicate "ANY" here: \_\_\_\_\_.)

\_\_\_\_\_ My student may ride on the high school's activity bus when it is available to the Digital Art & Design class.

**In the event of an accident, I will not hold the Media Technology instructor, Mr. Austin Baker; Dorman High School, Spartanburg county School District 6, or the Digital Art & Design driver legally accountable.**

\_\_\_\_\_  
Name of parent/guardian

\_\_\_\_\_  
Date