

# Digital Imaging Spring Semester 2017

VICO 5400, Class number 5733, section 101, 3:05 - 4:25 MW, RTV 497  
VICO 2400, Class number 5699, section 102, 1:30 - 2:50 TTh, RTV 497

Instructor Bill Schneider, office Schoonover Center 264

**Class Description:** This class will use the computer to create and manipulate images. Through digital photography or the use of image scanners, or your own digitized pictures, students will create further work in Adobe's Photoshop and other related programs. Vector illustrations may be imported from programs like Freehand, Illustrator, or CorelDraw to be further modified or combined with photographs. Topics to be covered range from simple tone corrections of scanned photographs through creating advanced composite images. The successful student should demonstrate mastery of advanced composition techniques, a grasp of aesthetics, and a technical proficiency in toning, sizing, and preparing images for a variety of output methods including print and screen.

**Attendance Policy:** You are expected to attend each lecture and lateness is considered an absence. Leaving class early is also considered an absence unless the instructor is notified of the reason in advance. In most cases, you are permitted 3 absences to accommodate sickness or family emergency before deductions are taken from your final grade. There may be exemptions to the above policy, but exemptions need to be addressed beforehand.

**Grading:** A grade will be given for each assignment based on how well the submitted work met the goals of the assignment. In addition to a final examination (and for graduate student sections, a research project), three types of assignments are given in this class — *Creative Assignments*, *Technical Exercises*, and *Class Prep Assignments*.

**Creative Assignments:** Letter grade equivalents will be given for each creative assignment undertaken. Grades will be assigned based upon the instructor's opinion of suitability, concept, originality and technical execution of the work. The creative assignments count for 90% (80% for graduate students) of the final score. Portfolio-quality pictures are expected for all creative assignments. Please follow the model usage guidelines (separate handout) when photographing another student in a private setting - and always if nudity is involved.

**NOTE: NO clip art or copyright-free photos** are to be used in the completion of any creative assignment! With rare exceptions noted in class, do NOT download images from the internet to use. All creative work is to be entirely your own. See section below about academic dishonesty which applies for unauthorized art usage.

All original content (photos, drawings, etc.) that comprise your creative assignments must be submitted to the server in an "assets" folder with your name on it when the creative assignments are due

**Technical Exercises:** Some assignments will be technical exercises only, and the score given will be a "CR" (credit) for satisfactory completion of the task. IMPORTANT NOTE: Each task in the technical exercises is a separate, required assignment. Failure to satisfactorily complete them lowers your overall final grade by 1/3 letter for each one.

**Class Prep Assignments:** Occasionally there will be some assignments that count for Class Prep. It may include work like gathering an image for lab work in an upcoming class meeting, library exercises, etc. Like technical exercises, you will be given a "CR" (credit) for satisfactory completion of this task. Also like technical exercises, each incomplete class prep exercise will reduce your final score by 1/3 letter for each one.

**Remakes:** All creative and technical assignments originally submitted on time may be remade within 3 weeks to improve your score. You may remake as many times as you wish within the 3 week window. However if assignment work was not submitted by its original deadline, no remakes will be accepted and the assignment score remains zero.

**Tests:** Tests and quizzes comprise 10% of the final score.

**Research project (for graduate students only):** A small research project about some aspect of digital imaging counts for 10% of the final score. See my web site (<http://www.ohio.edu/people/schneidw>) or ask for more details.

Your final grade reflects a weighted average of the creative assignment and test scores less any deductions for unsatisfactory technical assignments, class prep assignments, excessive absence, or lack of participation. All assignments must be turned in on time to be eligible for a grade.

**Academic Dishonesty:** In addition to the items already listed in the Student Code of Conduct ([http://www.ohio.edu/community\\_standards/academic/students.cfm](http://www.ohio.edu/community_standards/academic/students.cfm)), this class extends the definition of academic dishonesty to include scanning, downloading, or unauthorized use of the work of others for creative assignment submissions. This is considered academic dishonesty in a visual field, and you may receive a failing grade for the assignment, or for the entire class at the instructor's judgment of seriousness. In addition, any suspected academic dishonesty could be referred to University Judiciaries for further action. University Judiciaries may impose additional sanctions up to dismissal from the university. Create your own content! Academic sanctions may be appealed through the grade appeal process, but good luck with that.

**Pictures from Other Classes:** While you may draw upon your own "file photographs" and illustrations that you have made for other classes, please don't submit nearly the same artwork to satisfy both classes. What is permitted is to use the photo or illustration as a point of departure for digital illustrations that incorporate them. If a picture is not much altered from work submitted in a concurrent or past VisCom class, you will be not be given credit for it.

**Participation:** In addition to the specific Class Prep Exercises given in class, you should also participate in the group critiques of assignment work for your own benefit as well as for the benefit of others in the class. Your ideas are welcome, and active learning enriches your own understanding of this medium. Not participating in the discussions, working on assignments during lectures and critiques, reading e-mail, texting, or surfing the internet during class time is considered lack of participation. Cell phone usage is prohibited in class. Lack of general participation may lower your final grade up to 2/3 letter grade at the instructor's discretion.

**Book (Optional):** My web site may serve as a text for the class. It is found at: <http://www.ohio.edu/people/schneidw>. There are many texts concerning Photoshop beside my web site, so if you need, select one. For retouching, Ctein, and Katrin Eismann & Wayne Palmer are authors with good books. For photographers, Martin Evening is a reputable author. For retouching video in Photoshop, Gary David Bouton's book is a good choice. NOTE: The university is decommissioning this web space for all employees on June 1, 2017. Copy or print what you think you will need in the future.

**Office Hours:** For meetings with me, please schedule an appointment. My office hours will be M, T, Th 1:30-3, but please schedule first. If there are no scheduled appointments, I may elect to do research instead. Please limit appointment requests made via e-mail to regular business hours. Make sure that you check your university e-mail account for class announcements. E-mail forwarded to another account is not always reliable (might be considered as "spam", etc.)

**Disabilities:** Any student who suspects s/he may need an accommodation based on the impact of a disability should contact the class instructor privately to discuss the student's specific needs and provide written documentation from the Office of Student Accessibility Services. If the student is not yet registered as a student with a disability, s/he should contact the Office of Student Accessibility Services.

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## Summary of Assignment Deadlines:

Meeting 4	Class Prep #1 assignment
Meeting 6	Class Prep #2 assignment
Jan 27	Technical Exercises 1
Feb 3	Technical Exercises 2
Feb 10	Technical Exercises 3
TTh class Feb 14	Creative Assignment 1 files due on server at 7pm
MW class (grads) Feb 17	
Due on critique day (see web notes)	Class Prep #3 assignment (crit #1 sheets)
Feb 17	Technical Exercises 4
Feb 24	Technical Exercises 5
Mar 17	Technical Exercises 6
TTh class Mar 14	Creative Assignment 2 files due on server at 7pm, print due at crit
MW class (grads) Mar 17	
Due on critique day (see web notes)	Class Prep #4 assignment (crit #2 sheets)
Mar 24	Technical Exercises 7
MW class (grads) Apr 3	Creative Assignment 3 files & print due on crit day
TTh class Apr 4	
Apr 7	Technical Exercises 8 & 9
Apr 14	Technical Exercise 10
MW class (grads) Apr 17	Creative Assignment 4; files & print due at start of class.
TTh class Apr 18	
Apr 22 @ midnight	Any eligible missing, incomplete, remade work is due by midnight.
TTh class - Apr 25 @ 12:20	Final Exam, grad student research paper, and Creative Assignment 5
MW class (grads) - Apr 26 @ 12:20	

Live links to each of the assignments above are given on my web site at [http://www.ohio.edu/people/schneidw/2400/summary\\_of\\_deadlines.html](http://www.ohio.edu/people/schneidw/2400/summary_of_deadlines.html)

Tips for a better grade on creative assignments are given on the website. Be sure to read over the list.

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Note: The Schuneman Symposium is scheduled for March 28 & 29. Depending on what topics and which times are scheduled, and you might be asked to attend the symposium instead of the class.

The deadline for any assignment remake is 3 weeks from the original deadline. For example, if Jan 27 is the deadline for Technical Exercise 1, then any remakes for that assignment must be submitted by February 17 which is the third Friday from the original deadline. You may submit remade assignments up to midnight on the day that it is due. However if assignment work was not submitted by its original deadline, no remakes will be accepted and the assignment score remains zero forever.

The instructor may change or modify the class assignments or due dates to best suite class progress, emergencies, out-breaks of influenza, etc. These changes will be announced in class and/or placed on the web site.

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