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Photography & Visual Perception

Rachel Leigh Bell
CUNY City College

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Prof. Rachel Leigh Bell
The City College of New York
Photography & Visual Perception ART 10410
Mondays & Wednesdays 2:00-3:15pm (Online)
Fall 2020

PHOTOGRAPHY & VISUAL PERCEPTION

COURSE DESCRIPTION:

This class introduces students to the basic materials, terms and methods of digital photography. Students will be introduced to the digital camera, including camera settings and controls. This is a hands-on class and students will photograph subjects indoors and outdoors, upload, edit, and print image files. Students will complete photo assignments throughout the semester as well as a final project that incorporates the techniques covered in the course.

REQUIRED MATERIALS: There is no textbook for this course. All readings will be available on Blackboard. Students must have a photographing device and the capability to upload photographs taken on such device.

COURSE OBJECTIVES: This course develops visual literacy in historical and contemporary contexts through the use of the medium of photography. Students who successfully complete this course will:

- Learn to take photographs with a digital camera.
- Be able to define terminology relating to the camera and digital image.
- Be able to upload, edit, and print their digital images.
- Evaluate and objectively analyze the strengths and weaknesses of their own work and the work of their peers.
- Develop the ability to compose and photograph their subjects under different lighting conditions and in a variety of settings.
- Identify, analyze and compare significant works of photographic art.
- Relate historical issues, themes, and concerns of the photographic art to contemporary society.
- Use art terminology appropriately and apply them to visual analysis.
- Formulate new, creative approaches to relevant works of art housed in New York City's collections based on independent research.

GENERAL EDUCATION PROFICIENCIES:



Oral and written communication skills (CS) –You will have had multiple experiences in communicating ideas in writing and speaking. You will complete assignments totaling at least 3500 words of writing.

Critical analysis (CA) –You will have had multiple experiences in critically and constructively analyzing information in different areas of study.

Information literacy (IL) –You will have had multiple experiences in finding information in the library, and in other places and in evaluating the reliability of this information.

Artistic/Creative expression proficiency – Students will identify and apply the fundamental concepts and methods of a discipline or interdisciplinary field exploring creative expression.

COURSE ASSIGNMENTS & GRADES:

10	Attendance & Participation
20	Discussion Forums
20	Photographic Journal
10	Photo Recreation Project
5	A Sense of Place Collage
5	A Sense of Color Collage
20	Social Justice Project/Paper
5	Midterm Exam: Monday, October 26
5	Final Exam: Monday, December 14

**Extra Credit Project —up to 5 points

ONLINE TECH:

Blackboard-All coursework. You can login to Blackboard through your login.cuny.edu account.

Zoom-class meetings and office hours. For Zoom meetings you will receive a unique registration code for the first meetings but can sign on for all additional meetings once you sign on initially.

Apps-For some of our assignments, we will be using free apps like Lightroom to edit photos. There are desktop/laptop versions as well.

ATTENDANCE & PARTICIPATION:

Students are expected to adhere to all items outlined in CCNY Policy.

Students are expected to attend EVERY class session and to be on time for Zoom meetings. Attendance will be taken at the beginning of each class. Students must not arrive late for class and should not leave the course room during the class session except in cases of emergency. If you miss attendance at the beginning of class, you will be marked late. Two late arrivals equal one absence. In the unlikely event that you miss attendance, make sure to email me after class



otherwise you will be marked absent. Please, make every effort to come to class on time. The Zoom course room will be open 15 minutes prior to the scheduled start time to allow for any connectivity issues.

If you miss more than four classes you will automatically fail this class as per CCNY policy. Two late arrivals will count as one missed class. Unexcused absences and lateness will negatively impact your grade.

*Before our class meetings each week, students are expected to complete the items listed under “Photographic Journal,” and “Read/Research/Watch,” **on the course schedule. These items will help you prepare for a well-informed class discussion.** Under the “What’s Due” section of the course schedule, you will find all of your graded assignments, along with due dates and times. **Assignments turned in after due date will be considered late and will be marked down. (A late assignment will start with an A- for the first day, B+ for the second, and so on).**

Grades on assignments will inevitably suffer from any absence. Your online assignments only prepare you for the materials we will be discussing during class time. **Therefore, it is crucial that you take plentiful notes and that you do not miss any class time.** Part of your participation grade will reflect your ability to be active and present during class meetings.

If you miss class, it is imperative that you obtain the details about the discussion from a fellow student. You are responsible for any information that you missed. **It is *YOUR* responsibility to keep up with all the coursework throughout the semester. Being absent on the day an assignment is due or a quiz does not preclude you from emailing it in on time.**

Writing and discussing concepts will form a significant part of this course.

To be successful, this class must be fueled by the dynamic conjunction of my ideas, your ideas, and the ideas we discover together in images and in texts. You are expected to be an active and thoughtful participant in the class: asking questions, answering questions, engaging with each other as well as with the material.

BLACKBOARD, ZOOM & COMMUNICATION:

Please be sure to go through the “*Orientation to Blackboard Tutorials*” and through all the different tasks so you can get a good foundation for using Blackboard. **All materials and assignments for this course will be on Blackboard.** Therefore, it is mandatory that you **check your CCNY email account and Blackboard (BB) every day for periodic updates regarding assignments.** If you have questions or concerns regarding assignments, course material, your progress, please email me in a timely matter, not the night before a final deadline. For help with Blackboard please visit the link at the bottom of the Orientation module or visit the [Help Desk](#). Here are also the Phone: (212) 650-7878 and Email: bbsupport@ccny.cuny.edu.

All class meetings will be held on Zoom. You will get invites for weekly recurring meetings that you must register for only once. After registering for the first meeting, you can schedule weekly reminders to join the meetings. **Our weekly meetings are MW 2:00-3:15pm.** For help with Zoom please visit [CCNY Virtual Conferencing Service Support](#) or the [Zoom Help Center](#).



Communication is essential for online classes, so as your instructor, I will be available by email, where you can expect a response within 24 hours on weekdays and within 48 hours if you email on weekends.

I will also be available during Open Office Hours on Zoom: W 12:45-1:45pm, F 10:50-11:50pm or by appointment.

Depending on the assignment, I should have grades back to you within a week.

CLASSROOM ENVIRONMENT:

Students are expected to be present and participate in class discussions during Zoom meetings. Please help to maintain a respectful and collaborative classroom environment, during both lecture and discussion. This includes everything from respecting other students' comments during live discussions and online in the discussion forums, abstaining from chitchatting, and turning off your cell phone and music when you enter the room. **This class is all about close looking and you should only be looking at one screen the entire class; therefore, no phones or scrolling during course room meetings, please.** The Art Department prohibits any eating or drinking (other than water) during class time. One of your first assignments is to contribute to a **Creating Community Norms discussion** forum so we can build a standard of civility in our working environment. Below is also a list of netiquette standards to help us keep professionalism in mind throughout our course meetings and interaction online.

Keep in mind this list of netiquette standards:

- Be inclusive. It is important to be intentional about making sure we “see” each other in an online community. You can do this by making sure that everyone has at least one response.
 - Tip: If you are unsure who to respond to, try looking for posts that have not yet received a reply. Also, be sure to reply back to people who post questions or comments to you.
- Be on time. Your contributions to our discussions are important, but our learning community will not benefit from them unless you post on time.
 - Tip: Set calendar reminders to make sure you contribute on time.
- Disagree respectfully. Disagreement and different ideas are essential parts of learning, problem-solving, and creativity. However, in order for different ideas to be heard and shared, it is important to maintain a respectful stance even through vehement disagreement; otherwise communication may break down.
 - Tip: You might start the conversation with a question to clarify or get more information before you explain your different perspective. For example, “Nathan, can you tell me more about what you meant when you said that recycling programs are a poor use of public resources?”
 - Tip: Refrain from using judgmental evaluations of what someone posted, and instead present your own perspective supported by factual information. For example, instead of “Jamal, your analysis makes no sense,” you can say, “Jamal, I interpreted the results of the study differently. As I see it, there was no statistically



significant difference in the children’s test scores, which implies that the new program is not working.”

- Be concise. Lengthy paragraphs are difficult for readers to digest. Keep your paragraphs short and your writing concise.
 - Tip: Consider using bullet points to help highlight your main points or headings if your post needs to be lengthy.
- Stay on topic. Off-topic comments can derail our conversation. You can post off-topic comments in our open discussion forum or one of the other communication modes we are using in the course.
- NO YELLING. When you write in uppercase letters in online communication, it is usually interpreted as yelling.
- Add some emotion. :-) Sometimes it helps communicate the tone of your message when you add an emoticon. However, only do so as necessary for it can also be annoying to readers if you use too many (which is probably the opposite of your intention).
- Use humor carefully. Sarcasm in particular does not translate well in an online environment. It is best to avoid the potential pitfalls of misunderstood messages.

WRITING ASSIGNMENTS & PROJECTS:

You are required to write **ONE** paper: a short research paper. The paper will be broken up into smaller parts and all parts must be submitted on time on the dates indicated on the syllabus.

You are also required to **contribute** to Discussion Forums and other short writing assignments on Blackboard.

You must create and maintain a photographic journal that will be a mix of photographs and several short writing prompts. Your photographic journal will be maintained online on the Blackboard website and must contain a minimum of **FIFTY** photographs.

You will have **THREE** short photography assignments and **ONE** larger final assignment.

Detailed instructions for each assignment will be given in class. A rubric will be provided for each. Your research paper must include a title, thesis statement, images of the work(s) of art which are properly labeled (artist/culture, title, date, medium, museum accession number). Papers must be written using the Chicago Manual of Style, double-spaced, typed in any 12-point font, with standard (one-inch margins). Do not add spaces between paragraphs. Writing a paper is a process and should consist of extensive note taking (what do you *see?*), brainstorming, pre-writing, outlining, drafting and revising.

Proofread. Edit. Spell-check. Avoid contractions. Avoid writing in the first person: “I think,” etc. Instead, use “the viewer,” “the reader,” “one,” etc. **Poorly edited papers will be marked down.**

For assistance with writing (recommended for ALL students): The Writing Center at the Samuel Rudin Academic Resource Center, Upper NAC Plaza off Amsterdam. Appointments can be made online at www.ccnycuny.edu/writing with your CityMail username and password. You can also make an appointment by calling the office at 212-650-8014.



Failure to complete any of these assignments will result in the failure of the assignment and possibly the entire course. Assignments turned in after due date will be considered late and will be marked down. (A late assignment will start with an A- for the first day, B+ for the second, and so on).

FORMATTING TITLES OF ARTWORKS, EXHIBITIONS, ETC.

Titles of works of art are capitalized and italicized, unless the title has been assigned to the work to describe what it is (e.g., *Sitting Female Figure*), in which case only capitalization is required.

Always Italicized: *Titles of Artworks* *Titles of Exhibitions* *Books* *Journals* *Magazines*

Quotations Always Used: “Titles of Articles” “Essays” “Poems” “Direct Quotes”

Citing images. Add images as your last step to ensure proper formatting. Images should be labeled using this format:

Image #1: First Name of Artist Last Name of Artist, *Title of Work*, Year, type of medium, Name and Location of where it is housed, accessed (insert date of access), URL.

QUOTATIONS & ATTRIBUTION

When writing a formal paper, it is always necessary to add a lead into a quote, “or a lead out of a quote,” according to *Prof. Bell’s Writing Tips*.¹ When adding leads, it makes your quote flow better within the body of your paper. Also, be sure to use the proper citation format, “footnotes and numbered superscripts,” as follows, with the superscript placed at the end of your sentence.²

Correct= “Punctuation goes inside quotation marks.”

Incorrect= “Punctuation goes inside quotations marks”.

Try not to go “Quote Crazy.” Using too many quotes makes your paper appear like you did not do your research. Therefore, quotations should appear no more than twice in a short paper and should not be more two-three lines each. Try to paraphrase and analyze texts so you can add your own creative interpretation. When quoting or paraphrasing, the ideas of the author must be attributed.

FOOTNOTES

Insert footnotes at the end of the sentence where a source is referenced or quoted. Below are general examples of footnote entries. Cite only the page(s) quoted or referenced, unless you wish to cite the full article. The same source cited in successive footnotes should be indicated with “Ibid” beginning with the first instance of repetition. A source referenced a second time, but not in sequence, should be indicated with last name and abbreviated title. See examples below.³

¹ Bell, Prof., *Prof. Bell’s Writing Tips*, Fall 2020.

² Ibid.

³ Bell, *Writing Tips*.



Always indent the first line of a footnote and add a space between footnotes. For more information see https://www.chicagomanualofstyle.org/tools_citationguide.html

FORMAL ANALYSIS: STYLE GUIDELINES

It is essential to introduce the pieces being analyzed and state what you will be talking about in the 1st paragraph (introduction) of your paper.

Make your own observations about your pieces. There is/There are... ok once or twice but when used repetitively this makes your paper sounds dull and uncreative.

“Get to the point.” Avoid long and drawn out introductions.

AVOID: “The topic of my paper is Gerda Taro.”

BETTER: “Gerda Taro’s work represents a shift in the photographic representation of photographic journalism.”

Do not start or end sentences with prepositions: but, and, it

Always capitalize proper nouns.

Always refer to artists and authors by last name or the artist’s entire chose name.

AVOID: Gerda created photographs that are considered great art.

BETTER: Taro created photographs that exemplified the power of war and art.

Do not use contractions “aren’t, won’t, can’t...etc.”

Do not use “a lot, many, things...etc.””

Use a thesaurus since to discover a plethora of fantastic words in the English language!

What is colloquial language? Language that you would use with friends or family. It’s not the same as the language you would use for formal writing.

Write out numbers one through one hundred.

Considering tenses when writing about art. Describing *how* an artwork *was created* is in past tense, describing *how* the artwork *looks now* is in present tense.

PLAGIARISM: ACADEMIC INTEGRITY

For your paper, you are required to cite all sources: your notes, the texts you read, ex. Fotografiska’s wall/object labels and audio guides (if you use the audio guides, but you are not required to do so). For any photographs you use, you must also cite the photographer and provide as many details as possible. Cite any information that you use and be wary of sources that are of questionable scholarly merit. Use quotation marks around direct quotes. If you are unsure about



proper citation forms, consult *The Chicago Manual of Style*, or email me. **A plagiarized paper or assignment will result in a failing grade for the assignment.**

The university has a published policy on academic integrity that may be found at <http://www1.cuny.cuny.edu/current/integrity.cfm>

The CUNY Policy on plagiarism states the following: Plagiarism is the act of presenting another person's ideas, research or writings as your own. The following are some examples of plagiarism, but by no means is it an exhaustive list:

1. Copying another person's actual words without the use of quotation marks and footnotes attributing the words to their source.
2. Presenting another person's ideas or theories in your own words without acknowledging the source.
3. Using information that is not common knowledge without acknowledging the source.
4. Failing to acknowledge collaborators on homework and laboratory assignments.
5. Internet plagiarism includes submitting downloaded term papers or parts of term papers, paraphrasing or copying information from the internet without citing the source, and "cutting and pasting" from various sources without proper attribution.

The City College Faculty Senate has approved a procedure for addressing violations of academic integrity. **Papers that are partially or fully plagiarized will result in a failing grade (F) for the entire course, and the possibility of further sanctions as determined by the CCNY Faculty Senate.** Plagiarizing or cheating does not benefit your learning in any way. If you are having trouble understanding a paper or assignment, I am here to help you.

EXAMS:

Both the midterm and final exams will consist of a mix of identification, multiple choice, matching, fill in the blanks and short writing prompts.

A **study guide** will be posted on Blackboard and distributed in class one week before each exam.

If you miss the midterm or final exam for health reasons or for a family emergency, you must provide me with a written note from a doctor or guardian. **Failure to do will result in a failing grade.** Any student who fails both the midterm and final will automatically fail this course

DISABILITY STATEMENT:

In compliance with CCNY policy and equal access laws, appropriate academic accommodations are offered for students with disabilities. Students must register with the AccessAbility Center for reasonable academic accommodations. The AccessAbility Center is located in the North Academic Center, Rm. 1/218. Tel: (212) 650-5913. Under the Americans with Disability Act, an individual with a disability is a person who has a physical or mental impairment that substantially limits one or more major life activities. If you have any such issues, I encourage you to visit the AccessAbility Center to determine which services may be appropriate for you.



RECORDING:

Students who participate in this class with their camera on or use a profile image are agreeing to have their video or image recorded solely for the purpose of creating a record for students enrolled in the class to refer to, including those enrolled students who are unable to attend live. If you are unwilling to consent to have your profile or video image recorded, be sure to keep your camera off and do not use a profile image. Likewise, students who un-mute during class and participate orally are agreeing to have their voices recorded. If you are not willing to consent to have your voice recorded during class, you will need to keep your mute button activated and communicate exclusively using the “chat” feature, which allows students to type questions and comments live.

* All teaching faculty must complete a Verification of Enrollment for each student at the beginning of the term. Federal regulations concerning the distribution of financial aid state that a student must participate at least once during the first two weeks. For online sections, simply logging into a course site without active participation (in a discussion, assignment, etc.) is not considered participation.

SIGNIFICANT DUE DATES

(subject to change)

Week 0: Aug. 26	Creating Community Norms Discussion Forum Due by 11:59PM Wed., Aug. 26
Week 1: Aug. 31-Sept. 2	Intro Photo & Self-Eval. #1 Due by 11:59PM Sun., Aug. 30
September 7	NO SCHOOL
Week 2: September 9	Vocab. Quiz #1 Due by 11:59PM Wed., Sept. 9
Week 3: September 14	Social Justice Project Topic Due by 11:59PM Sun., Sept. 13
September 16	Social Justice Project Photographer Due by 11:59PM Tues., Sept. 15
Week 4: September 21	Social Justice Project Photographer Biographical entry assignment Due by 11:59PM Sun., Sept. 20
September 23	Vocab. Quiz #2 Due by 11:59PM Wed., Sept. 23
September 28	NO SCHOOL
Week 5: September 29 (Tuesday)	
September 30	
Week 6: October 5	
October 7	Vocab. Quiz #4 Due by 11:59PM Wed., Oct. 7
October 12	NO SCHOOL
Week 7:	<i>A Sense of Place</i> Due by 11:59PM Wed., Oct. 14



October 14	
Week 8: October 19	Selected Photographs for Social Justice Project Due by 11:59PM Sun., Oct. 18
October 21	Vocab. Quiz #4 Due by 11:59PM Wed., Oct. 21
Week 9: October 26	Midterm Mon., Oct. 26 @2:00PM How am I doing? Student/Teacher Meetings. Self-Portrait vs Selfie Discussion Forum Due by 11:59PM Mon., Oct. 26
October 28	How am I doing? Student/Teacher Meetings. Draft #1 Photographer Research Paper Due by 11:59PM Wed., Oct. 28
Week 10: November 2	
November 4	<i>A Sense of Color</i> Due by 11:59PM Wed., Nov. 4
Week 11: November 9	Discussion Forum #2 Due by 11:59PM Sun., Nov. 8
November 11	
Week 12: November 16	Selected Photographs for Social Justice Project Taken by You Due by 11:59PM Sun., Nov. 15
November 18	
Week 13: November 23	
November 25	NO SCHOOL
Week 14: November 30	Photographer Research Paper Due by 11:59PM Sun., Nov. 29
December 2	<i>Photo Mash/ Recreation Project</i> Due by 11:59PM Mon., Dec. 1
Week 15: December 7	Social Justice Project Due by 11:59PM Mon., Dec. 7
December 9	
LAST DAY December 14	Photographic Journal Due by 11:59PM Mon., Dec. 14 FINAL EXAM (2:00-3:15PM) Extra Credit Due!