Visual Arts Department

SA3650A Advanced Photography 1: Outdoors and Architectural

Course Outline for Fall 2021

Although this academic year might be different, Western University is committed to a **thriving campus**. We encourage you to check out the Digital Student Experience website to manage your academics and well-being. Additionally, the following link provides available resources to support students on and off campus: https://www.uwo.ca/health/.

1. Technical Requirements:

Stable internet connection

Laptop or computer**

Working microphone

Working webcam

A small-format, digital, single-lens reflex camera (D-SLR) is required for this course (minimum 12MB image file adequate). In some cases, a higher-quality, point-and-shoot camera with creative control functions may be acceptable. Some digital cameras are available at the Visual Arts Department sign-out office.

Each student enrolled in this course must have access to an **Adobe Creative Cloud: Photography subscription for the duration of the course. Educational discounts are available to students through Adobe. Subscriptions can be purchased, and software can be downloaded for a modest monthly cost ($12.99 month CDN).

STUDENTS SHOULD EXPECT TO PRODUCE THEIR OWN DIGITAL IMAGE CAPTURE FILES DURING THE TIME-FRAME OF THE COURSE. SUBMISSION OF IMAGES FROM A PREVIOUS ARCHIVE IS STRONGLY DISCOURAGED AND COULD RESULT IN A VERY REDUCED GRADE.

2. Course Overview and Important Dates:

3.

Delivery Mode	Dates	Time
online	Released Mondays	**8am**

*Details about design and delivery of the course are listed below in Section 4

Classes Start	Reading Week	Classes End	Study day(s)	Exam Period
Sept 8	Nov 1-5	Dec 8	Dec 9-10	Dec 13-17

*Nov 30th, 2021: Last day to drop a first-term half course

4. Contact Information

Instructor(s) or Teaching Assistant(s)	Contact Information
Professor Kelly Wood	**kwood@uwo.ca**

5. Course Description and Design

This course is a continuation of study of contemporary approaches to photography studio practice in various exterior and interior situations using natural and available light. This will include types of Public, Street, Travel (or site specific), Landscape, and Architectural Photography. The class will be organized around various lectures, technical demonstrations, workshops and studio tutorials online. This class will offer tutorials and demonstrations of digital photographic techniques using small format photography (DLSR). Introductory lectures and historical studies will be organized thematically. Students will benefit from exposure to a diverse, and wide-ranging, field of approaches to photography and are presented with productive evaluative modes of interpretation.

This course will primarily involve the production of photographic exercises and projects. Students will gain transferable photographic skills necessary for further study, employment, community involvement and/or other activities.

This course will deliver online tutorials in digital photography post-production through OWL lesson pages. Video tutorials will be posted in the class portal. The online platform will allow students enrolled in this course to work through a digital process at their own pace, and, under their own control. Specific dates for online learning tutorials are listed in your course schedule posted to OWL at the commencement of the class.

Mode	Dates	Time	Frequency
Virtual asynchronous	N/A	3 hours	weekly

The student is expected to spend some extra time, in addition to the courses' assigned 3-hour weight, working towards meeting course requirements.

☒ Missed work should be completed within one week and late penalties will be applied up to a maximum of 10%

All course material will be posted to OWL: http://owl.uwo.ca. Any changes will be indicated on the OWL site and discussed with the class.

6. Learning Outcomes

Upon successful completion of this course the student will be able to independently formulate and realize visual ideas with appropriate technical competence in digital image capture using non-automatic functions, and, digital post-production photography involving digital compositing. The student will benefit from an introduction to small-format camera techniques, studio practices and basic to advanced digital photography editing techniques. Students will gain transferable photographic skills necessary for further study, employment, community involvement and/or other activities.

Successful students of this class will gain the ability to use a basic range of established techniques in the field of contemporary digital photography. Students will acquire a general knowledge and understanding of many key concepts, methodologies, and theoretical approaches in contemporary art photography. While engaging in creative activity in the primary area of study, students will foster, where appropriate, an ability to gather, review, evaluate and interpret information relevant to contemporary photography.

7. Course Content and Schedule

See separate detailed weekly schedule posted in Owl syllabus section

8. Online Participation and Engagement

☒ Students are expected to participate and engage with content as much as possible

☒ Students can also participate by interacting in the forums with their peers and instructors

☒ Students can also participate by interacting and posting their work in a virtual gallery with their peers

9. Evaluation*

Below is the evaluation breakdown for the course. This breakdown is subject to change*. Any deviations will be communicated.

Assessment	Format	Weighting	Due Date
Weekly Assignments	8 projects	10% each	Due (most) weeks
Reading Assignment	Short response	5%	Due Oct 18th
Final Project	Independent project	15%	Due Dec 8th

☒ All assignments are due at 11:00 pm EST unless otherwise specified

☒ Virtual proctoring will be used

☒ Rubrics will be used to evaluate assessments and will be posted with the instructions

☒ After an assessment is returned, students should wait 24 hours to digest feedback before contacting their evaluator; to ensure a timely response, reach out within 7 days

Click here for a detailed and comprehensive set of policies and regulations concerning examinations and grading. The table below outlines the University-wide grade descriptors.

A+	90-100	One could scarcely expect better from a student at this level
A	80-89	Superior work which is clearly above average
B	70-79	Good work, meeting all requirements, and eminently satisfactory
C	60-69	Competent work, meeting requirements
D	50-59	Fair work, minimally acceptable
F	below 50	Fail

Information about late or missed evaluations:

☒ Late assessments without illness self-reports will be subject to a late penalty 1%/day up to a 10% limit

☒ Late assessments with illness self-reports should be submitted within 48 hours of submission of the last illness self-report

Communication:

☒ Students should check the OWL site every 24 – 48 hours

☒ Students should email their instructor(s) using kwood@uwo.ca

☒ Emails will be monitored daily; students will receive a response in 24 – 48 hours (except weekends)

☒ This course will use the OWL forum for discussions

☒ Students should post all course-related content on the discussion forum so that everyone can access answers to questions

10. Office Hours:

☒ Office hours will be held remotely using Zoom by appointment

11. Resources

☒ All resources will be posted in OWL

12. Professionalism & Privacy:

Western students are expected to follow the Student Code of Conduct. Additionally, the following expectations and professional conduct apply to this course:

☒ Students are expected to follow online etiquette expectations provided on OWL

☒ All course materials created by the instructor(s) are copyrighted and cannot be sold/shared

☒ Recordings are not permitted (audio or video) without explicit permission

☒ Permitted recordings are not to be distributed

☒ All recorded sessions will remain within the course site or unlisted if streamed

You are responsible for ensuring that you have successfully completed all course prerequisites and that you have not taken an anti-requisite course. Lack of prerequisites may not be used as a basis of appeal. If you are not eligible for a course, you may be removed from it at any time, and you will receive no fee adjustment. These decisions cannot be appealed.

13. How to Be Successful in this Class:

Students enrolled in this class should understand the level of autonomy and self-discipline required to be successful.

1. Invest in a planner or application to keep track of your courses. Populate all your deadlines at the start of the term and schedule time at the start of each week to get organized and manage your time.
2. Make it a daily habit to log onto OWL to ensure you have seen everything posted to help you succeed in this class.
3. Follow weekly checklists created on OWL or create your own to help you stay on track.
4. Take notes as you go through the lesson material. Treat this course as you would a face-to-face course. Keeping handwritten notes or even notes on a regular Word document will help you learn more effectively than just reading or watching the videos.
5. Connect with others. Try forming an online study group and try meeting on a weekly basis for study and peer support.
6. Do not be afraid to ask questions. If you are struggling with a topic, check the online discussion boards or contact your instructor(s) and or teaching assistant(s).
7. Reward yourself for successes. It seems easier to motivate ourselves knowing that there is something waiting for us at the end of the task.

14. Western Academic Policies and Statements

Absence from Course Commitments

Policy on Academic Consideration for Student Absences

In the interest of the health and safety of students and health care providers, you are no longer required to seek a medical note for absences this term. If you are unable to meet a course requirement due to illness you should use the Illness Reporting Tool. This tool takes the place of the need to submit a medical note and the Self-Reported Absence System formally used by undergraduate students.

You are required to self-report every day that you are ill and unable to complete course commitments. Details about when you should submit missed work, the format of the missed work can be found in the Section 8. Evaluation above. Students should communicate promptly with their instructor and use this tool with integrity.

Each student is responsible to meet the requirements of all project assignments, procedures and due dates. Completion of all course Lessons is mandatory. Work will not be accepted from students missing 15%, or more, of the class Lessons without documented medical or bereavement reason and may be debarred from participating in final studio evaluations and submission. Course contact time and interactive data will be monitored by the instructor. Your participation will be digitally noted.

You are responsible for ensuring that you have successfully completed all course prerequisites and that you have not taken an anti-requisite course. Lack of prerequisites may not be used as a basis of appeal. If you are not eligible for a course, you may be removed from it at any time, and you will receive no fee adjustment. These decisions cannot be appealed.

Accommodation for Religious Holidays

The policy on Accommodation for Religious Holidays can be viewed here.

Special Examinations

A Special Examination is any examination other than the regular examination, and it may be offered only with the permission of the Dean of the Faculty in which the student is registered, in consultation with the instructor and Department Chair. Permission to write a Special Examination may be given on the basis of compassionate or medical grounds with appropriate supporting documents. To provide an opportunity for students to recover from the circumstances resulting in a Special Examination, the University has implemented Special Examinations dates. These dates as well as other important information about examinations and academic standing can be found here.

Academic Offenses

“Scholastic offences are taken seriously, and students are directed here to read the appropriate policy, specifically, the definition of what constitutes a Scholastic Offence.

Accessibility Statement

Please contact the course instructor if you require material in an alternate format or if you require any other arrangements to make this course more accessible to you. You may also wish to contact

Accessible Education (AE) at 661-2111 x 82147 for any specific question regarding an accommodation or review The policy on Accommodation for Students with Disabilities.

Correspondence Statement

The centrally administered **e-mail account** provided to students will be considered the individual's official university e-mail address. It is the responsibility of the account holder to ensure that e-mail received from the University at his/her official university address is attended to in a timely manner. You can read about the privacy and security of the UWO email accounts here.

Turnitin and other similarity review software

All assignments will be subject to submission for textual similarity review to the commercial plagiarism detection software under license to the University for the detection of plagiarism. Students will be able to view their results before the final submission. All papers submitted for such checking will be included as source documents in the reference database for the purpose of detecting plagiarism of papers subsequently submitted to the system. Use of the service is subject to the licensing agreement, currently between Western University and Turnitin.com.

15. Arts and Humanities Academic Policies and Statements

Copyright and Audio/Video Recording Statement

Course material produced by faculty is copyrighted and to reproduce this material for any purposes other than your own educational use contravenes Canadian Copyright Laws. You must always ask permission to record another individual and you should never share or distribute recordings.

Rounding of Marks Statement

Across programs, we strive to maintain high standards that reflect the effort that both students and faculty put into the teaching and learning experience during this course. All students will be treated equally and evaluated based only on their actual achievement. ***Final grades*** on this course, irrespective of the number of decimal places used in marking individual assignments and tests, will be calculated to one decimal place and rounded to the nearest integer, e.g., 74.4 becomes 74, and 74.5 becomes 75. Marks WILL NOT be bumped to the next grade or GPA, e.g. a 79 will NOT be bumped up to an 80, an 84 WILL NOT be bumped up to an 85, etc. The mark attained is the mark you achieved, and the mark assigned; requests for mark "bumping" will be denied.

16. Support Services

The following links provide information about support services at Western University.

Academic Counselling (Science and Basic Medical Sciences)

Appeal Procedures

Registrarial Services

Student Development Services

Student Health Services

Department Policies and Regulations

Statement on prerequisite checking:

You are responsible for ensuring that you have successfully completed all course prerequisites and that you have not taken an antirequisite course. Lack of prerequisites may not be used as basis of appeal. If you are not eligible for a course, you may be removed from it at any time, and you will receive no adjustment to your fees. These decisions cannot be appealed.

Prerequisite(s): Registration in years 3 or 4 of a Department of Visual Arts Module, or permission of the Department.

Plagiarism:

Plagiarism, which may be defined as "The act or an instance of copying or stealing another's words or ideas and attributing them as one's own," will not be tolerated. (Citation excerpted from Black's Law Dictionary, 1999, 7th ed., p. 1170). This includes presenting the visual or aural work of another creator as your own. Visual or Aural Plagiarism may involve both hand-based media such as drawing, painting, printmaking and sculpture, as well as digital media such as photography, video and sound. It includes work subsequently manipulated or transferred between different media, as well as self-plagiarism – work submitted for assignments previously produced and graded for another course. Similar to textual plagiarism, all student work involving the visual or aural work of others must be appropriately cited/identified whether in print or orally. Failure to do so will lead to similar academic penalties as those identified in Western's Academic Calendar.

Electronic Devices

Unless explicitly noted otherwise, you may not make audio or video recordings of lectures – nor may you edit, re-use, distribute, or re-broadcast any of the material posted to the course website.

Attendance:

Under university regulations, if someone misses more than 15% of their classes (*15% is equivalent to missing 8 hours of Lecture and/or Studio Lab, due to absence or lateness, or a combination of both, per semester*) without written corroboration for health or bereavement, students can be debarred from participation in final evaluations and/or assignments.
Note that if a student is consistently absent from a 3-hour class for 1 hour, they will exceed the 15% cutoff and be debarred; assignments may stop being accepted and such assignments will receive a mark of 0 (zero).

Academic Consideration:

The University recognizes that a student's ability to meet their academic responsibilities may, on occasion, be impaired by extenuating circumstances, including short-term illness or injury. Reasonable academic consideration is a cooperative process between the University, the student, and academic staff. All participants in the process must act in good faith, and fulfil their respective obligations, if it is to succeed.

Students who experience an extenuating circumstance (illness, injury, or other extenuating circumstance) sufficiently significant as to temporarily render them unable to meet academic requirements, may submit a request for academic consideration through the following routes:

i. *Submitting a Self-Reported Absence form, provided that the conditions for submission are met;*

ii. *For medical absences, submitting a Student Medical Certificate (SMC) signed by a licensed medical or mental health practitioner, in order to be eligible for Academic Consideration; or*

iii. *For non-medical absences, submitting appropriate documentation (e.g., obituary, police report, accident report, court order, etc.) to Academic Counselling in their Faculty of registration, in order to be eligible for academic consideration.*

Students seeking academic consideration:

- *Are advised to consider carefully the implications of postponing tests or midterm exams or delaying handing in work;*
- *Are encouraged to make appropriate decisions, based on their specific circumstances, recognizing that minor ailments (e.g., upset stomach) or upsets (e.g., argument with a friend) are not normally an appropriate basis for a self-reported absence;*
- ***Must communicate with their instructors** after the end of the period covered by either the self-reported absence or SMC, or immediately upon their return following a documented absence;*
- ***Are advised that all necessary documentation, forms, etc. are to be submitted to academic counselling within two business days after the date specified for resuming responsibilities***

Students who experience an unexpected illness or injury or an extenuating circumstance (48 hours or less) that is sufficiently severe as to temporarily render them unable to meet academic requirements (e.g., attending lectures or labs, writing tests or midterm exams, completing and submitting assignments, participating in presentations) should self-declare using the online Self-Reported Absence portal. This option should be used in situations where the student expects to resume academic responsibilities within 48 hours or less. The following conditions are in place for self-reporting of medical or extenuating circumstances:

a. *Students will be allowed a maximum of two self-reported absences between September and April, and one self-reported absence between May and August;*

b. *The duration of the excused absence will be for a maximum of 48 hours from the time the Self-Reported Absence form is completed through the online portal, or from 8:30am the following morning if the form is submitted after 4:30pm;*

c. *The duration of the excused absence will terminate prior to the end of the 48 hour period, should the student undertake significant academic responsibilities (e.g., write a test, submit a paper) during that time;*

d. *The duration of an excused absence will terminate at 8:30am on the day following the last day of classes each semester, regardless of how many days of absence have elapsed;*

e. *Self-reported absences will not be allowed for scheduled final examinations; for midterm examinations scheduled during the December examination period; or for final lab examinations*

f. *Self-reporting may not be used for assessments (e.g., midterm exams, tests, reports, presentations, or essays) worth more than 30% of any given course;*

g. *Students must be in touch with their instructors after the end of the period covered by the Self-Reported Absence form, to clarify how they will be expected to fulfil the academic expectations they may have missed*

Student Conduct:

All students will conduct themselves in a manner that will be consistent with the maturity and academic integrity expected of university students. Student conduct shall be consistent with the general laws of the community and with University regulations. Students shall show regard and respect for the rights, safety, and property of all members of the University community and are expected to act in a responsible manner within the University and the community at large.

https://www.uwo.ca/univsec/pdf/academic_policies/appeals/code_of_conduct.pdf

Normal Building Access (September 1st to April 30th) (Subject to change):

The John Labatt Visual Arts Centre will be closed at 10:00pm each night Monday to Friday. There will be no after-hour access for undergraduate students. The Centre is open weekends 12:00pm-5:00pm unless otherwise posted; access by side entrances only. Students should be prepared to vacate the building promptly at 10:00pm and 5:00pm. You must also sign-in with the building monitors when working in the workshop areas outside of regular office hours.

Permission re: Promotion:

You grant permission for Western University to reproduce your name, information describing your artwork, representations of your work and any other information you have provided for the purpose of display, promotion and publicity either now or in the future.

By installing your artwork in the John Labatt Visual Arts Centre, you grant Western University an irrevocable, perpetual, royalty-free world-wide licence to photograph your artwork and use such photograph(s) for the promotion of your artwork and/or Western University, including, without limitation, advertising, display, editorial, packaging, promotion, television, social media, the Department of Visual Arts website, flickr, Twitter, Instagram etc.). Students wishing to not have their work photographed should not exhibit it in the Visual Arts Centre, Artlab Gallery or Cohen Commons. As the area is open to the public, students, faculty, staff and other visitors will not be prohibited from photographing your artwork while on exhibit at the John Labatt Visual Arts Centre.

You otherwise retain all ownership in your artwork.

Artwork Installation Liability Release:

You understand that the area where your artwork will be hanging or displayed is unsupervised and is in a part of the building that may be open to the public, day and evening, whether or not the building is open. Western University accepts no responsibility for damage to, or loss of, artwork at any time while on display or while being transported to or from the John Labatt Visual Arts Centre. By displaying your artwork in the John Labatt Visual Arts Centre, you accept all risk of loss or damage to your artwork. Western University does not provide insurance for the artwork on exhibition. If you wish to insure artwork, it is your responsibility to do so.

Removal:

Western University reserves the right to dispose of artwork not picked up by April 15th of each year.

Academic Sanctions:

In instances of non-payment of prescribed tuition and other fees, the University shall seal the academic record. When an academic record is sealed, the student will not be able to: a) view grades; b) register in future courses; c) receive transcripts or a degree diploma; d) obtain admission or readmission.
The above prohibitions shall be in force until such time as indebtedness to the University, including payment of fee for removal of the seal, has been cleared to the satisfaction of the University. http://www.westerncalendar.uwo.ca/PolicyPages.cfm?PolicyCategoryID=1&Command=showCategory&Keywords=academic%20sanctions&SubHeadingID=169&SelectedCalendar=Live&ArchiveID=#SubHeading_169

Support Services:

There are various support services around campus and these include, but are not limited to:

1. *Student Development Centre* -- http://www.sdc.uwo.ca/
2. *Student Health* -- *http://www.shs.uwo.ca/student/studenthealthservices.html*
3. *Registrar's Office* -- *http://www.registrar.uwo.ca/*
4. *Ombuds Office* -- *http://www.uwo.ca/ombuds/*
5. *Mental Health* -- https://uwo.ca/health/mental_wellbeing/

Health and Wellness:

Western offers a variety of counselling services and several mental health resources for students. If you or a friend are feeling overwhelmed, confused or unsure of your mental health state, please don't ignore it. There are steps you can take to help yourself or help others. Western provides several on-campus health-related services to help engage in healthy living while pursuing your degree. For example, to support physical activity, all students receive membership in Western's Campus Recreation Centre. Further information regarding health and wellness-related services available to students may be found at http://www.health.uwo.ca/.

If you are in emotional or mental distress should refer to Mental Health Support at Western http://www.uwo.ca/uwocom/mentalhealth/ for a complete list of options about how to obtain help.

Gender Neutral Bathrooms:

Middlesex College does not have specifically gender-neutral bathrooms. There are two gender neutral bathrooms in the JLVAC. One is located in the Artlab and is open only during Artlab hours. A second single stall gender neutral bathroom can be found on the third floor of the JLVAC. Here is the full list of inclusive washrooms at UWO: http://www.uwo.ca/equity/doc/inclusive_washrooms.pdf.
Please contact the Media Lab Technician, Jennifer Slauenwhite (jslauen@uwo.ca), for card access to the elevator and stairs if you are in need of the 3rd floor gender neutral/accessible washroom for the academic year.

VISUAL ARTS <u>STUDIO</u> GRADE DESCRIPTORS:

90-100 (Outstanding, A+) - The studio work shows significant originality and exhibits a high degree of critical engagement. Sophisticated analysis and synthesis involving complex theoretical and conceptual thinking are demonstrated. Mastery of complex ideas is immediately evident. The studio work has originality, clarity and ambition. The project is treated with sensitivity and subtlety of thought. The quality of the background preparation and research, engagement with process and outcome of the studio production is exemplary.

80-89 (Excellent, A) - The studio work shows originality and exhibits a high degree of critical engagement. The work is clearly focused and intelligently presented. Mastery of complex ideas is demonstrated. The studio work has clarity and ambition. The quality of the studio production immediately engages the viewer. The studio work has been sufficiently developed and demonstrates mastery of techniques so that results are compelling. Background preparation and research, engagement with process and outcome of the studio production is impressive.

75-79 (Very Good, B+) - The studio work shows above average analysis, critical thinking and independent thought. It demonstrates a clear awareness of the parameters of the assignment and a very good attempt to respond creatively to them. The work demonstrates reasonable depth and/or breadth and engages in a production that is appropriate to the level of the course. The quality of studio work engages the viewer and demonstrates above-average mastery of techniques. Background preparation and research, engagement with process and outcome of the studio production is very good.

70-74 (Good, B) - The studio work shows a satisfactory attempt at analysis and critical thinking. It shows a good attempt to respond to assignment parameters. The work demonstrates some depth and/or breadth, making references to appropriate course material/art context. The studio production engages the viewer and demonstrates a sufficient mastery of techniques. Background preparation and research, engagement with process and outcome of the studio production is satisfactory.

60-69 (Competent, C) - The studio work demonstrates adequate engagement with the project. It shows an attempt to respond to assignment parameters but does so at a very basic level that lacks creativity. Engagement with studio production demonstrates basic mastery of techniques. Background preparation and research, engagement with process and outcome of the studio production is competent.

50-59 (Marginal, D) - The studio work shows less than adequate engagement with the topic and with the material covered by the course. The studio work waivers in its attempt to respond to assignment parameters and tends to be simplistic. Engagement with studio production demonstrates less than a basic mastery of techniques. Background preparation and research, engagement with process and outcome of the studio production is less than satisfactory.

Below 50 (Unacceptable, F) - The studio work demonstrates a failure to comprehend/engage the topic. The studio work is incomplete and lacks redeeming creative merit. The work clearly does not meet the minimal requirements of the assignment. Background preparation and research, engagement with process and outcome of the studio production is unacceptable.