



## **PHO 2357.02E, Basic Photography**

COURSE SYLLABUS: Spring 2025

### **INSTRUCTOR INFORMATION**

Instructor: John Kleineberg, MFA  
Office Location: Wathena Photo Lab  
Office Hours: By Appointment  
Office Phone: 903-886-5232  
Office Fax: 903-886-5987  
University Email Address: John.Kleineberg@tamuc.edu  
Preferred Form of Communication: Email  
Communication Response Time: Within 48 hours

### **COURSE INFORMATION**

Materials – Textbooks, Readings, Supplementary Readings:

There is no mandatory text. Supplementary readings may be assigned throughout the semester.

Materials: Students are required to supply: Portable External Drive and varying supplies as are required for the completion of assignments.

### **Course Description**

This course examines digital photographic techniques, use of photographic editing software, digital photographic printing. The student will explore varying techniques and how they relate to perception and content in digital photography.

*The syllabus/schedule are subject to change.*

## **Student Learning Outcomes**

At the conclusion of this course students should be able to demonstrate the following:

- A basic understanding of basic digital camera design and operation.
- A basic understanding of tools and techniques used in photographic editing software.
- A working knowledge of digital photographic production and processing.
- Effective critique techniques by participation in critical evaluation regarding your own work and the work of others.
- Have an understanding of professional presentation.

What's Expected of You, Generally:

Energy and enthusiasm in this class are vitally important, as is attendance. Please be prepared to share your experiences and ideas. Influences for discussion can come from anywhere: music, nature, writing, philosophy, personal experiences, etc.

Class discussion and peer review are very important for everyone as artists, and this class should function in such a way for you to get the most from your classmates. This should be a fun and rewarding learning experience for all of us, please work and participate actively and steadily.

## **COURSE REQUIREMENTS**

### **Minimal Technical Skills Needed**

None – We will start with the basics of digital photography.

### **Instructional Methods**

Instruction will consist of class lectures, demonstrations, and outside research. Guest speakers or visiting artists may also provide instruction.

### **Student Responsibilities or Tips for Success in the Course**

Completion of all assignments on time is key for success. Going beyond what is asked in class will result in both improved learning and improved satisfaction with the work. I cannot emphasize attendance, enough, absences will affect final grades. There will be demonstrations and instruction that if missed will make success difficult.

## **GRADING**

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Final grades in this course will be based on the following scale:

Assignment 1: 15%

Assignment 2: 15%

Assignment 3: 15%

Assignment 4: 15%

Quizzes: 10%

Written Assignments/Exercises: 5%

Final Portfolio: 20%

Class Participation and attendance: 5%

You will develop a portfolio based on your assignments to be submitted, we will have in-class critique on each. (Each is 15% of your grade.)

There will be a final critique showcasing your best work of the semester. (20% of your grade)

Your final grade will also be based on class participation, attendance, and how well you complete the assignments.

*Due Dates:* All assignments and exercises are due on the date and time given by the instructor. Work that is late will result in a grade reduction by 10 percent. All work handed in after critique will be considered late, including partially completed assignments. It is your responsibility to inform the instructor of any problems that might make a project late well before the due date not five minutes before class begins.

## **Assessments**

Photography projects, blogs, websites and final portfolios are graded based on a number of criteria. Is the work turned in on time? Does it solve the problem posed by

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the instructor? Is the work well-crafted (are there spots or dust on the prints, are the borders even? Is the print contrast correct?) Remember, neatness counts!

In addition to craft, excellent work is content driven; that is, the print goes beyond being pretty and well crafted. Excellent work is about something!

The “A” student will have attended all classes and participated (in a meaningful and relevant way) in the class discussions. They will turn projects in on time, and those projects will be clearly superior to the majority of those presented. Often the excellent student will do more than asked and may raise questions that challenge not only the students but also the instructor. Please understand that just by attending all classes and turning in all work does not guarantee you an “A”.

The “C” student will attend most of the classes and turn in a significant number of assignments on time. The work from the average student will look pretty much like the majority of work turned in; in other words it will look average. Average students contribute to class discussions, but may not do so consistently and/or with the same insight as the excellent student.

Please remember that the grade you receive is the grade you earn, not the grade that the instructor “gives” you.

## **TECHNOLOGY REQUIREMENTS**

### **LMS**

All course sections offered by East Texas A&M University have a corresponding course shell in the myLeo Online Learning Management System (LMS). Below are technical requirements

LMS Requirements:

<https://community.brightspace.com/s/article/Brightspace-Platform-Requirements>

LMS Browser Support:

[https://documentation.brightspace.com/EN/brightspace/requirements/all/browser\\_support.htm](https://documentation.brightspace.com/EN/brightspace/requirements/all/browser_support.htm)

YouSeeU Virtual Classroom Requirements:

<https://support.youseeu.com/hc/en-us/articles/115007031107-Basic-System-Requirements>

## **ACCESS AND NAVIGATION**

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You will need your campus-wide ID (CWID) and password to log into the course. If you do not know your CWID or have forgotten your password, contact the Center for IT Excellence (CITE) at 903.468.6000 or [helpdesk@tamuc.edu](mailto:helpdesk@tamuc.edu).

**Note:** Personal computer and internet connection problems do not excuse the requirement to complete all course work in a timely and satisfactory manner. Each student needs to have a backup method to deal with these inevitable problems. These methods might include the availability of a backup PC at home or work, the temporary use of a computer at a friend's home, the local library, office service companies, Starbucks, a TAMUC campus open computer lab, etc.

## COMMUNICATION AND SUPPORT

If you have any questions or are having difficulties with the course material, please contact your Instructor.

### Technical Support

If you are having technical difficulty with any part of Brightspace, please contact Brightspace Technical Support at 1-877-325-7778. Other support options can be found here:

<https://community.brightspace.com/support/s/contactsupport>

### Interaction with Instructor Statement

Please email me for any questions, comments, or concerns. I will generally reply within 48 hours. I encourage you to meet with me any time with prior scheduling.

## COURSE AND UNIVERSITY PROCEDURES/POLICIES

### Course Specific Procedures/Policies

Attendance is required and is recorded at all class and lab meetings. Every student will be responsible for all information given during scheduled class and lab times. **Note: A total of 4 absences from any class meetings (lecture or lab) could result in a failing grade ("F") or dropped from the course except for extenuating circumstances, as determined by the instructor.** Excused absences are listed under Class Attendance (A13.02) in the East Texas A&M University Procedures. Verifiable excuses for absences must be turned into the professor in a timely manner.

### Syllabus Change Policy

The syllabus is a guide. Circumstances and events, such as student progress, may make it necessary for the instructor to modify the syllabus during the semester. Any changes made to the syllabus will be announced in advance.

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## University Specific Procedures

### Student Conduct

All students enrolled at the University shall follow the tenets of common decency and acceptable behavior conducive to a positive learning environment. The Code of Student Conduct is described in detail in the [Student Guidebook](#).

<http://www.tamuc.edu/Admissions/oneStopShop/undergraduateAdmissions/studentGuidebook.aspx>

Students should also consult the Rules of Netiquette for more information regarding how to interact with students in an online forum:

<https://www.britannica.com/topic/netiquette>

### TAMUC Attendance

For more information about the attendance policy please visit the [Attendance](#) webpage and [Procedure 13.99.99.R0.01](#).

<http://www.tamuc.edu/admissions/registrar/generalInformation/attendance.aspx>

<http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/13students/academic/13.99.99.R0.01.pdf>

### Academic Integrity

Students at East Texas A&M University are expected to maintain high standards of integrity and honesty in all of their scholastic work. For more details and the definition of academic dishonesty see the following procedures:

[Undergraduate Academic Dishonesty 13.99.99.R0.03](#)

<http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/13students/undergraduates/13.99.99.R0.03UndergraduateAcademicDishonesty.pdf>

[Graduate Student Academic Dishonesty 13.99.99.R0.10](#)

<http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/13students/graduate/13.99.99.R0.10GraduateStudentAcademicDishonesty.pdf>

### Students with Disabilities-- ADA Statement

The Americans with Disabilities Act (ADA) is a federal anti-discrimination statute that provides comprehensive civil rights protection for persons with disabilities. Among other things, this legislation requires that all students with disabilities be guaranteed a learning environment that provides for reasonable accommodation of their disabilities. If you have a disability requiring an accommodation, please contact:

### Office of Student Disability Resources and Services

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East Texas A&M University  
Gee Library- Room 162  
Phone (903) 886-5150 or (903) 886-5835  
Fax (903) 468-8148  
Email: [studentdisabilityservices@tamuc.edu](mailto:studentdisabilityservices@tamuc.edu)

Website: [Office of Student Disability Resources and Services](http://www.tamuc.edu/campusLife/campusServices/studentDisabilityResourcesAndServices/)  
<http://www.tamuc.edu/campusLife/campusServices/studentDisabilityResourcesAndServices/>

### **Nondiscrimination Notice**

East Texas A&M University will comply in the classroom, and in online courses, with all federal and state laws prohibiting discrimination and related retaliation on the basis of race, color, religion, sex, national origin, disability, age, genetic information or veteran status. Further, an environment free from discrimination on the basis of sexual orientation, gender identity, or gender expression will be maintained.

### **Campus Concealed Carry Statement**

Texas Senate Bill - 11 (Government Code 411.2031, et al.) authorizes the carrying of a concealed handgun in East Texas A&M University buildings only by persons who have been issued and are in possession of a Texas License to Carry a Handgun. Qualified law enforcement officers or those who are otherwise authorized to carry a concealed handgun in the State of Texas are also permitted to do so. Pursuant to Penal Code (PC) 46.035 and Est Texas A&M Rule 34.06.02.R1, license holders may not carry a concealed handgun in restricted locations.

For a list of locations, please refer to the [Carrying Concealed Handguns On Campus](#) document and/or consult your event organizer.

Web url:  
<http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/34SafetyOfEmployeesAndStudents/34.06.02.R1.pdf>

Pursuant to PC 46.035, the open carrying of handguns is prohibited on all East Texas A&M campuses. Report violations to the University Police Department at 903-886-5868 or 9-1-1.

## **COURSE OUTLINE / CALENDAR**

### **Spring 2025**

January 13, 2025 – May 9, 2025

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