



EAST TEXAS A&M UNIVERSITY

PHO	2356	Intro to Digital Media
01E	81461	Daun, Joseph

Meets 8/25/2025 through 12/12/2025

Mon, Wed 8:00a-10:50a Campus: Main Building: WTFA Room: 201

Joseph Daun Professor of Art

Office Location: 116 Art Sculpture Lab (Old Bookstore) Mobile

Phone: 903.413.1825 (texts are best before your call)

Office Hours: by appointment

Email Address: joseph.daun@etamu.edu

<https://dms.tamuc.edu/Forms/ArtLabPolicy>

Course Delivery

This course will be offered face-to-face with additional resources housed in the University's D2L Portal. Generally, students will be given studio-based assignments, which will be digitally turned into the portal

Course Description and Objectives:

(3 Lecture, 3 Lab) Course Description: Introduction to Digital Media (IDM) is an intensive semester-long course in which you will learn the technical and conceptual tools to understand the basics of digital media as well as begin to learn the language of the visual imagery. Using a blog, you will also learn to communicate and present your work to a wide audience.

Student Learning Outcomes: At the conclusion of this course, students should be able to demonstrate the following:

- how to edit and archive digital files using digital asset management software (Lightroom and Photoshop)
- how to make color-correct
- inkjet prints by using technical software (Lightroom, Photoshop, Inkjet Printers)
- an understanding of the photographic vocabulary
- how to analyze and interpret photographic images
- effective critique by participation in critical evaluation regarding your own work and the work of others • create a professional digital portfolio of images

Requirements:

Individual project grades: 60 %
Final Portfolio Presentation: 20 %
Effort and engagement: 20%

The course will utilize readings periodically to focus and generate discussion, as well as to inspire. Participation/preparation in these discussions is mandatory. Sketchbook: A book (blank, unlined, is ideal) for this class is a requirement. To be used both for artistic ideas and for retaining technical information. When individual meetings occur, it is important to have this available. Note on Materials:

Each student is responsible for purchasing his or her own materials. Materials will vary from person to person depending on what he or she is making. Art making can be inexpensive or costly depending on the materials used. Expect to spend \$200 on supplies for this course.

MATERIALS

Software Required: Adobe Photoshop and Lightroom: You are entitled to free access to the Adobe Creative Cloud because ETAMU is an Adobe Creative Campus.

Additional Apps to be determined

Digital Camera: Students may use a Digital SLR Camera, a Digital Point-and-shoot, or a Smartphone camera for this course

Computer or tablet with the capability of running Adobe Software (Mac computers are available to use in our Photo Mac lab during limited times in the Wathena Temple Fine Arts building).

Memory Cards: If using digital cameras - i.e., Compact Flash (CF), Secure Digital Card (SD card).

External hard drive: Highly recommend to keep your files saved and backed up (two hard drives would be better for a backup system). Solid State Devices are preferred.

Handbook & Safety

While the online manual covers specific issues related to the Department of Art, East Texas A&M University policies must also be followed. All users of Department of Art (DOA) classrooms and facilities are required to follow the health and safety guidelines outlined in this manual at all times. Report any safety issues IMMEDIATELY to your instructor(s), Teaching Laboratory Specialist, or to the DOA Health and Safety Liaison. Each course instructor will discuss their area's inherent risks, procedures and policies to provide the student with informed consent. These will be reviewed verbally at the start of each semester. A link to the online Handbook:

<https://inside.tamuc.edu/facultystaffservices/riskmanagementsafety/documents/safetyPrograms/TAMUC-SafetyManual-052809v4.pdf>

Students that meet in face-to-face Department of Art courses must complete the online form for each course they attend. A link to the online form:

https://dms.tamuc.edu/Forms/ArtLabPolicy*

This must be completed on-campus while using the University wifi or ethernet connections.

CLASS PARTICIPATION & PROFESSIONALISM:

Participation is very important in studio and seminar classes. You are expected to participate fully, actively, and professionally in class. This means that you work efficiently and effectively both individually and within small groups. You are also encouraged to speak up and to share your thoughts in discussion and critique.

Professional and respectful conduct is expected from everyone at all times. The use (even silent use) of cell phones is absolutely prohibited during class. Please turn these items off, and do not take them out during class. Each time your phone rings or vibrates in my class, your final grade will drop by two points. Each time I notice you texting or otherwise engaging in social media or games in class (on any device), your final grade will drop by two points.

GROUP CRITIQUES & DISCUSSIONS:

Discussions and critiques will provide a forum in which you will have the opportunity to articulate your ideas, to collaborate with your colleagues, to appreciate multiple points of view, to understand and explore complex concepts, and to learn from one another. When your fellow students present their work you will be asked to comment in a thoughtful (which does mean kind) articulate and professional manner. The major assignments in class will provide the occasion for critique and discussion of presentations and art works.

Your participation grade is based on how regularly and professionally you participate in class and critiques. I expect each student to make a positive contribution during class discussions, critiques, and cleanup/sculpture lab improvement times.

Critiques will provide you with valuable feedback from your peers and myself. I encourage you to take notes of the comments being made during your critique so you have a record of the discussion. The following is a general guideline to help you understand your final grade:

A - Excellent: You should possess exceptional attitude which is reflected in your critique participation, response to criticism and professional conduct. Your work must manifest remarkable achievement both in quantity and quality. Your ability to communicate ideas should exhibit noteworthy achievement.

B - Good: You should have a positive attitude which is reflected in your critique participation, response to criticism and professional conduct is expected. Your work must manifest high quality achievement. You should possess sound, above-average ability to communicate your ideas.

C - Satisfactory: A positive attitude which is reflected in your critique participation, response to criticism and professional conduct is expected. Your work must manifest acceptable achievement both in quality and quantity. You should possess satisfactory ability to communicate your ideas.

D - Poor: Exhibiting a below standard or indifferent attitude which is reflected in your critique participation, response to criticism and professional conduct could also result in this grade. A grade of D indicates your work is less than acceptable in quality and/or quantity. This grade could indicate your inability to satisfactorily communicate ideas.

F - Failure: If you possess an unacceptable attitude which is reflected in your lack of critique participation, response to criticism and professional conduct, and/or your work shows a pattern of low productivity and/or unacceptable quality you could receive a failing grade. Note: Plagiarism will not be tolerated in this class.

East Texas A&M University does not tolerate plagiarism and other forms of academic dishonesty. "Academic dishonesty" includes, but is not limited to, plagiarism (the appropriation or stealing of the ideas or words of another and passing them off as one's own), cheating on exams or other course assignments, collusion (the unauthorized collaboration with others in preparing course assignments), and abuse (destruction, defacing, or removal) of resource materials. Plagiarism will result in a failing grade for the course.

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

YouSeeU Virtual Classroom Requirements:

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

ACCESS AND NAVIGATION

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@etamu.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 ETAMU 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

COURSE AND UNIVERSITY PROCEDURES/POLICIES

Course Specific Procedures/Policies

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.

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>

ETAMU 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](#)

[Undergraduate Student Academic Dishonesty Form](#)

<http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/documents/13.99.99.R0.03UndergraduateStudentAcademicDishonestyForm.pdf>

[Graduate Student Academic Dishonesty Form](#)

<http://www.tamuc.edu/academics/graduateschool/faculty/GraduateStudentAcademicDishonestyFormold.pdf>

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

East Texas A&M University

Velma K. Waters Library Rm 162

Phone (903) 886-5150 or (903) 886-5835

Fax (903) 468-8148

Email: studentdisabilityservices@tamuc.edu

Website: [Office of Student Disability Resources and Services](#)

<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 ETAMU 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 ETAMU campuses. Report violations to the University Police Department at 903-886-5868 or 9-1-1.

ETAMU Supports Students' Mental Health

The Counseling Center at ETAMU, located in the Halladay Building, Room 203, offers counseling services, educational programming, and connection to community resources for students. Students have 24/7 access to the Counseling Center's crisis assessment services by calling 903-886- 5145. For more information regarding Counseling Center events and confidential services, please visit

www.tamuc.edu/counsel