



ART 147 – Introduction to Digital Photography

WINTER 2025

Instructor Information

Instructor's Name: **Michael Sladek**

Instructor's Office: **Online** - <https://highline.zoom.us/my/msladek>

Instructor's Office: **On-Campus** – 16-112

Instructor's Email Address: msladek@highline.edu

Office Hours

Meeting times with adjunct instructors are **now by appointment**.

ZOOM ONLINE office time availability:

- Monday & Wednesday 1:00pm-4:00pm (PST). Email me at msladek@highline.edu at least **2 hours prior to your desired meeting time**.

IN-PERSON office time availability:

- Tuesday & Thursday 10:00-10:45am (PST) Email me at msladek@highline.edu at least **24 hours prior to your desired meeting time or discuss with me during class time**.

If the above available times do not fit your schedule at your time of need, please let me know and we will work together to find a time that fits your schedule.

I will do my best to reply to email: **Within two hours on Monday-Thursday from 9:00am-6:00pm. Within 6 hours on Friday-Sunday from 9:00am-6:00pm. After 6:00pm, I will reply by 10:00am the next morning.**

Course Information

Department: **ART**

Item (Section) #: **34277**

Class meets (days - times): **Tuesday & Thursday 3:00-5:25pm**

Class Meeting Location: **16-160**

Course Description

This class will emphasize the steps to create interesting photos. Students will learn the fundamentals of exposure and composition, as well as the digital photography workflow using Adobe Lightroom.

Course Overview

More photos are taken each day than ever before. The wonderful thing about photography is that just about everyone can learn how to create more interesting photos using subject, light and composition.

This class will combine the technical (exposure, camera settings, and more) with the creative (composition, editing) to give each student the broadest set of ingredients to use in creating their own interesting photos.

Student Learning Outcomes

- Produce images that exhibit evidence of appropriate elements of exposure.
- Communicate effectively using appropriate vocabulary for discussing, evaluating and critiquing photographs.
- Execute proper basic digital photography workflow.
- Produce images that exhibit of the properties of light.
- Produce images that exhibit appropriate use of compositional elements

Course Prerequisites

None

Course Text(s) and Other Required Materials

- **REQUIRED TEXTBOOK: None**
- **Optional Textbook: *Understanding Exposure 4th Edition* by Bryan Peterson**
- **Digital camera (Phones acceptable) with appropriate memory card and USB cable or card reader**

How to Succeed in this Course (Expectations for Students)

One of the best ways to succeed in ART 147, or any class, is to be consistent in getting the work done on time (or early!) My biggest encouragement is to start the work as early as possible, and be done ahead of schedule so that there is some wiggle room to allow when family, work, or technical difficulties arise.

Another huge factor in your success in ART 147 is to ask questions and seek help from me when needed. If you have a question about an assignment or video presentation, there's a very good chance someone else does as well, so by letting me know about it you help yourself and other students. Feel free to email me as often as you need with questions and come to Zoom online office hours as many times as you need!

There will be times this quarter when stuff happens that affects your ability to complete assignments on time. Whether its work, family emergency, personal illness or technical difficulties with computer/software – if you let me know about the issue **BEFORE THE DUE DATE**, I will

generally adjust the assignment due date to one class period later. The more I know about what's going on in your life that affects your ability to participate in class, the more I am able and willing to work with you to help you in your situation. All you have to do to let me know about these situations is **send me a short (or long!) email** with a brief description of your situation, and what assignment(s) are affected **before the original assignment due date**.

My last suggestion for success in ART 147 is to **carefully** read the emails I will send you each week. This is an important way I have for communicating with you this quarter, and it's where I will share reminders about assignments and due dates. You will generally receive 3-4 emails a week from me with the information most important for each class.

Information about Our Course Assignments

Information for each week's classes and assignments will be shared by noon on Sunday of each week. Each week will have assignments due based on presentation and other videos and a photo assignment (starting in week 2.) Non-photography assignments are 100 points each, while photography assignments are 200 points each.

There will not be a traditional final exam test in this class. Instead, on the designated final exam day there will be an alternate activity. **The designated Final day for ART 147 is: Tuesday, March 18, 2025 and will be completed online.**

Grading and Related Policies

General College Grading Policy

- Only grades of a 0.7 or above will earn credit at Highline College. Below 0.7, the assigned grade is a 0.0.

Program Specific Grading Policies

- Any course used for credit in the AA and AS degrees must be a 1.0 or better.

Photo Assignment Grading

All photos submitted for grades must be taken by the student submitting the work. Any submitted photos not taken by the student will receive a grade of "0."

All photos submitted for grades must include appropriate camera exposure data (automatically saved by the camera.) Any submitted photos missing this data will receive a grade of "0."

All photos submitted must be taken within the date range specified in the assignment details. Any submitted photos outside the date range will receive a grade of "0."

Subjects to AVOID in your photos for this class: 1) Any previously created art (whether by you or someone else), especially art that is hanging on a wall or purchased in a store. 2) Products (shoes, makeup, electronics, etc...) These subjects are difficult to create new, interesting art from without relatively sophisticated lighting and photography equipment.

Each photography assignment grade will be based on a technical and artistic score of 50% each.

- **TECHNICAL COMPONENT – 50%**
 - Ability to follow instructions and meet deadlines. Late assignments will receive partial credit
 - Photos are in focus and sharp
 - Photos are sized to dimensions specified in class and include photo meta data
 - Photos are posted to Flickr in correct album

- **ARTISTIC COMPONENT – 50%**
 - Engaging and appropriate use of compositional elements
 - Creativity in: choice of subject, use of light and use of composition
 - Photos are edited using appropriate/creative Lightroom adjustments as demonstrated in class
 - Resulting edited photo is interesting and unique

Grading Components and Weight

Assignments – 85%

Attendance – 15%

Grading Timeline

All assignments will be graded and grades posted to Canvas within 7 days of their due date.

Additional Passing Grade Requirement

In order to receive a passing grade in ART 147, students must complete at least 6 of the 9 photography assignments.

Course Attendance/Tardiness and Participation Policy

Class attendance is required and expected. Each class is worth 2 attendance points. If you are aware of the need to miss a class before the class meets, please let me know, email (mssladek@highline.edu) before the start of class on the day affected. Late arrival to class (more than 10 minutes) will result in 1 attendance point loss.

Assignment Deadlines and Policy on Missed Deadlines and Exams

All assignments are due on their due day by 10pm (PST). **Late work will be accepted up to a maximum of two weeks from the original due date**, and receive 5% point deduction for each day the assignment is late. Late assignments will be accepted up to two weeks after the original assignment due date. **All regular assignments must be turned in by March 13, 2025 (10pm, PST).**

If you have a circumstance (work, family, health, etc...) that will cause you to turn an assignment in after the scheduled due date, contact me **BEFORE THE ORIGINAL DUE DATE** via email (mssladek@highline.edu) and briefly describe your situation and which assignment(s) are affected. Generally, I will grant you a one class period extension of the original due date, with no loss of points.

Academic Honesty

Students are expected to maintain a high standard of honesty in their academic work. Cheating and plagiarism are specifically prohibited under the college's Student Rights and Responsibilities provisions.

Acts of cheating may include submitting for credit work that is not the student's own, copying examination answers from fellow students or other sources or assisting other students in acts of these kinds.

Plagiarism, the presentation of another's writing or ideas as one's own, can take a number of forms - failing to cite sources, copying source texts or online sources without quotation, or inadequately paraphrasing or synthesizing source materials.

Students who are unsure of what might constitute plagiarism or cheating are encouraged to consult their instructors, class materials and other college resources for guidance.

Academic dishonesty of any kind will result in a grade of 0.0 on the assignment as well as a warning and possible disciplinary action from the college.

If I have reason to believe that you engaged in academic dishonesty, I may make a report to the Office of Student Conduct after speaking with you about the situation. Students who have more than one report of alleged academic dishonesty during their time at Highline College may be required to meet with a Conduct Officer for a student conduct hearing and have sanctions imposed. It is both your right and responsibility to be familiar with the document entitled [Student Conduct Code WAC 1321-125](#).

Inclusivity Statement

Highline's Art and Design Department supports an inclusive learning environment where diverse viewpoints are valued and respected. I am committed to ensuring students from all diverse backgrounds and perspectives are being well served by this course and that students' learning needs and wellbeing are being addressed both in and out of class. I will do my best to present materials and activities that are respectful of diversity: gender, sexuality, disability, age, socioeconomic status, ethnicity, race, and culture. Your suggestions are encouraged and appreciated. Please let me know ways to improve the effectiveness of the course for you personally or for other students or student groups. In addition, if any of our class meetings conflict with your religious events, please let me know so that we can make arrangements for you.

Access Services Statement:

Your experience in this class is important to me. If you have already established accommodations with Access Services, please communicate your approved accommodations to me at your earliest convenience so we can discuss your needs in this course.

If you have not yet established services through Access Services, but have a temporary health condition or permanent disability that requires accommodations (conditions include but not limited to; mental health, attention-related, learning, vision, hearing, physical or health impacts), you are welcome to contact Access Services at 206-592-3857, access@highline.edu or access.highline.edu. Access Services is located in building 99 suite 180.

Grievance Procedures:

I hope that you will communicate with me if you experience anything in this course that does not support an inclusive environment. You can also report any incidents you may witness or experience on campus through the following procedures:

- *For instructional grievance process:*

In the case of a complaint about a course, students are encouraged to speak with their instructor first, and if the matter is not resolved, students should then contact the division chair if the complaint is against a full-time faculty member, or with the department coordinator if the complaint is against a part-time faculty member. For more detail, see the procedure:

http://catalog.highline.edu/content.php?catoid=2&navoid=33#Instructional_grievance

- *For Title IX (claims related to discrimination and sexual harassment)*

It is the policy of Highline College to provide equal opportunity in education and employment and not discriminate on the basis of race, color, national origin, age, disability, sex, sexual orientation, marital status, creed, religion, or status as a veteran of war as required by Title IX of the Educational Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, Title VI of the Civil Rights Act of 1964, the Age Discrimination Act of 1975, [RCW 49.60.030](#) and their implementing regulations. Prohibited sex discrimination includes sexual harassment (unwelcome sexual conduct of various types).

For more detail see the procedure: <https://humanresources.highline.edu/faculty-and-staff/policies/title-ix/>

College Policies

For information on college policies on diversity, classroom behavior, incompletes, absences for religious reasons, student grievances, withdrawals, and emergency procedures please visit [Highline College Procedures and Policies](#).

Student Resources

The college offers many resources to support student achievement and success. These include Access Services, faculty advising, the Academic Success Centers (math, writing, and general tutoring), the college library, and technical support. For more detailed information on these services, please visit [Highline College Resources for Students](#).

Grade Table

See below for a description of how the grading percentage total that you see on Canvas translates into the grade on the grade on the 4.0 scale that appears on your transcript.

<i>A grades</i>	<i>B grades</i>	<i>C grades</i>	<i>D grades</i>	<i>F grades</i>
≥96% = 4.0	89% = 3.4	79% = 2.4	69% = 1.4	≤61% = 0
94-95% = 3.9	88% = 3.3	78% = 2.3	68% = 1.3	
93% = 3.8	87% = 3.2	77% = 2.2	67% = 1.2	
92% = 3.7	86% = 3.1	76% = 2.1	66% = 1.1	
91% = 3.6	85% = 3.0	75% = 2.0	65% = 1.0	
90% = 3.5	84% = 2.9	74% = 1.9	64% = 0.9	
	83% = 2.8	73% = 1.8	63% = 0.8	
	82% = 2.7	72% = 1.7	62% = 0.7	
	81% = 2.6	71% = 1.6		
	80% = 2.5	70% = 1.5		

CLASS SCHEDULE

IMPORTANT NOTE: It is likely there will be adjustments to this schedule. Any changes will be announced in class, as well as emails. Please see Canvas for assignment details and due dates.

<p>CLASS 1 – JANUARY 7 PRESENTATION:</p> <ul style="list-style-type: none">• Intro• Syllabus <p>ASSIGNMENTS:</p> <ul style="list-style-type: none">• Flickr Due: January 9, 2025. 10PM, PST• Syllabus Review (Due: January 9, 2025. 10PM, PST)• Student Questionnaire (Due: January 9, 2025. 10PM, PST)	<p>CLASS 2 – JANUARY 9 PRESENTATION:</p> <ul style="list-style-type: none">• Exposure• Interesting Photos <p>PHOTOGRAPHY ASSIGNMENT:</p> <ul style="list-style-type: none">• Nature Due: January 21, 2025. 5:25PM, PST
<p>CLASS 3 – JANUARY 14 PRESENTATION:</p> <ul style="list-style-type: none">• Computer & Lightroom Setup• Composition	<p>CLASS 4 – JANUARY 16 DEMONSTRATION:</p> <ul style="list-style-type: none">• Lightroom 1• Import, Basic Panel
<p>CLASS 5 – JANUARY 21 PHOTOGRAPHY LAB:</p> <ul style="list-style-type: none">• Nature (Due: January 21, 2025) <p>PHOTOGRAPHY ASSIGNMENT:</p> <ul style="list-style-type: none">• Repetition Due: January 28, 2025	<p>CLASS 6 – JANUARY 23 PRESENTATION:</p> <ul style="list-style-type: none">• Properties of Light• Lenses
<p>CLASS 7 – JANUARY 28 DEMONSTRATION & ASSIGNMENT:</p> <ul style="list-style-type: none">• Lightroom 2• Color Mixer• Color Grading <p>PHOTOGRAPHY LAB:</p> <ul style="list-style-type: none">• Repetition (Due: January 28, 2025) <p>PHOTOGRAPHY ASSIGNMENT:</p> <ul style="list-style-type: none">• Interesting Perspective Due: February 4, 2025	<p>CLASS 8 – JANUARY 30 PRESENTATION:</p> <ul style="list-style-type: none">• Storytelling in Photos• Histogram• Exposure Compensation

<p>CLASS 9 – FEBRUARY 4 DEMONSTRATION & ASSIGNMENT:</p> <ul style="list-style-type: none"> • Lightroom 3 • Removal Tools <p>PHOTOGRAPHY LAB:</p> <ul style="list-style-type: none"> • Interesting Perspective (Due: February 4, 2025) <p>PHOTOGRAPHY ASSIGNMENT:</p> <ul style="list-style-type: none"> • Fill the Frame Due: February 11, 2025 	<p>CLASS 10 – FEBRUARY 6 PRESENTATION:</p> <ul style="list-style-type: none"> • Resolution & History • Camera Basics
<p>CLASS 11 – FEBRUARY 11 DEMONSTRATION & ASSIGNMENT:</p> <ul style="list-style-type: none"> • Lightroom 4 • Masking Tools <p>PHOTOGRAPHY LAB:</p> <ul style="list-style-type: none"> • Fill the Frame (Due: February 11, 2025) <p>PHOTOGRAPHY ASSIGNMENT:</p> <ul style="list-style-type: none"> • Rule of Thirds Due: February 20, 2025 	<p>CLASS 12 – FEBRUARY 13 PRESENTATION:</p> <ul style="list-style-type: none"> • To Be Determined
<p>CLASS 13 – FEBRUARY 18 NO CLASS – INSTRUCTOR PERSONAL DAY</p> <p>PHOTOGRAPHY ASSIGNMENT:</p> <ul style="list-style-type: none"> • Black & White Due: February 25, 2025 	<p>CLASS 14 – FEBRUARY 20 DEMONSTRATION:</p> <ul style="list-style-type: none"> • Lightroom Time-Saving Tips <p>PHOTOGRAPHY LAB:</p> <ul style="list-style-type: none"> • Rule of Thirds (Due: February 20, 2025)
<p>CLASS 15 – FEBRUARY 25 DEMONSTRATION & ASSIGNMENT:</p> <ul style="list-style-type: none"> • Lightroom Black & White <p>PHOTOGRAPHY LAB:</p> <ul style="list-style-type: none"> • Black & White (Due: February 25, 2025) <p>PHOTOGRAPHY ASSIGNMENT:</p> <ul style="list-style-type: none"> • Nature 2 Due: March 4, 2025 	<p>CLASS 16 – FEBRUARY 27 PRESENTATION:</p> <ul style="list-style-type: none"> • Lightroom Books • Photography Videos

<p>CLASS 17 – MARCH 4 PHOTOGRAPHY LAB:</p> <ul style="list-style-type: none"> • Nature 2 (Due: March 4, 2025) <p>PHOTOGRAPHY ASSIGNMENT:</p> <ul style="list-style-type: none"> • (Almost) Anything You Want Due: March 11, 2025 <p>ASSIGNMENT:</p> <ul style="list-style-type: none"> • Class Evaluation (Due: March 13, 2025) 	<p>CLASS 18 – MARCH 6 IN-CLASS PHOTOGRAPHY ASSIGNMENT:</p> <ul style="list-style-type: none"> • Photo Scavenger Hunt Due: March 11, 2025
<p>CLASS 19 – MARCH 11 PHOTOGRAPHY LAB:</p> <ul style="list-style-type: none"> • (Almost) Anything You Want (Due: March 11, 2025) • Photo Scavenger Hunt (Due: March 11, 2025) <p>ASSIGNMENT:</p> <ul style="list-style-type: none"> • Photography Question & Answer (Due: March 13, 2025) 	<p>CLASS 20 – MARCH 13 PRESENTATION:</p> <ul style="list-style-type: none"> • Photography Question & Answer (Due: March 13, 2025)
<p>CLASS 21 – MARCH 18 Final (That’s Not a Final) Due: March 18, 2025 (10-m, PST)</p>	