Course Syllabus

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WEB 2200 Image Editing

Fall 2018 Syllabus

Instructor: Dr. Laura MacLeod

Office Hours: Tuesday and Thursday 3:00 - 4:30, Wednesday 10-12

Office Location: EH 379   Office Phone: 801−626−6822

Course Description & Outcomes

Introduction to Photoshop CC, an image creation and editing program. Students learn the basics of the program (workspace, selections and layers). The steps in editing images are completed (cropping, color and tonal adjustments, retouch, noise reduction, sharpening, and exporting). Students also work creatively with layer styles, filters, layer masks, blend modes, and paint brushes. Several of the assignments will involve editing images and creating composites for the web (i.e hero image, web banner ad, Facebook cover).

More specifically, upon completion of this course you should be able to:

1. Navigate in Photoshop and Adobe Bridge efficiently and use various view modes.
2. Use the basic tools (i.e., crop, selection, eraser, move, hand, zoom, paint brush, gradient, and retouch tools)
3. Work with the various Photoshop panels (i.e., layers, info, color, swatches, adjustments, brushes, character, paragraph, history, masks, and clone source panels).
4. Transform, crop, and resize images for web, print, and other outputs.
5. Type text, format text using settings from the Character and Paragraph Panes, and create special text effects.
6. Organize your artwork on layers. You will add, delete, rearrange, and link layers. You will also create special layers such as text, fill layers, adjustment layers, and layer masks.
7. Work creatively with Photoshop applying filters and painting with the brush tool.
8. Create composite images that require using advanced layering techniques such as layer masks, blend modes, and advanced blending methods.
9. Improve the tonal range, brightness, and contrast of images using Levels and Curves.
10. Correct color problems of images such as color casts and skin tones with Color Balance, Hue/Saturation, and Curves.
11. Manipulate color in images with Photoshop's many color tools such as Hue/Saturation, Selective Color, Color Balance, Match Color, and Photo Filter.
12. Work with the Camera Raw filter to improve white balance, exposure, and hue/saturation.
13. Perform nondestructive image adjustments with adjustment layers and smart objects/filters.
14. Reduce noise and sharpen images using Photoshop's filters (i.e., Reduce Noise, Unsharp Mask, and Smart Sharpen).

15. Retouch photos with the Red Eye Tool, Patch Tool, Healing Brush, Clone Stamp Tool, Content-Aware Fill, Dodge/Burn Tools, Blur/Sharpen Tools, Smudge Tool, and Sponge Tool.

Required Materials

Supplies:

You will be provided an account on the WebUX Server for backing up your work. However, you will need a means for saving assignments so that you can access them outside the classroom. This may be through online document storage such as Dropbox or with a jump drive or portable hard drive.

Software:

Adobe Photoshop CC is available on the Macs and some PC computers in the Computer Literacy Center, which is located in Elizabeth Hall, Room 311. The lab hours for the semester are posted on the following website: **http://www.weber.edu/ntm/lab311.html** **(http://www.weber.edu/ntm/lab311.html)**

Adobe offers various subscription plans for purchasing either a single application such as Adobe Photoshop CC or the entire Creative Cloud Suite. See the following website for more information on the Adobe's subscription plans: **https://creative.adobe.com/plans** **(https://creative.adobe.com/plans)**

Textbook:

No textbook is required for this course. However, I highly recommend that students purchase the following book: **Adobe Photoshop CC The Missing Manual** **(https://www.amazon.com/Photoshop-CC-Missing-Manual-release-ebook/dp/B00MRF6I7U/ref=mt_kindle?_encoding=UTF8&me=&qid=1535468537&dpID=51GkmApJ4mL&preST=_SY445_QL70_&dpSrc=detail)** 2nd Edition (covering 2014 release) by Lesa Snider. The book is only available in Kindle format (phone, iPad, pc/mad). Go to Amazon.com to purchase the book ($23.49).

The online Photoshop User Guide is another excellent source of information. You can access the guide at the following URL: **https://helpx.adobe.com/photoshop/user-guide.html .** **(https://helpx.adobe.com/photoshop/user-guide.html)**

Several new Photoshop CC books can be accessed from **WSU Safari** **(https://library.weber.edu/article-database-list/S)** such as Adobe Photoshop CC for Photographers 2018 and Adobe Photoshop CC Classroom in a Book (2018 release). These books can be accessed for free by going to the Stewart Library website and choosing the Databases link.

Lesson Files:

You will need a copy of the images used in the assignments. Your instructor will copy the exercise files to your WebUX server account. Each student's exercise files have been personalized to help ensure that students are not sharing homework. You should be sure to use the files from your WebUX server account only to get full credit on lesson exercises.

Assignments

Grading:

Your final grade will be based on the total points you earn on practice exercises, three projects, and two production tests. The weight distribution for these assignments is shown below:

Practice Exercises	25%
P1 Hero Image	15%
P2 Facebook Cover Series	15%
P3 Retouch Images for Web Banner Ad	20%
Two Production Tests	25%

Assignment instructions and supporting materials will be posted to the Canvas assignment window. You can click on the Grades link to see your grades for assignments. Be sure to read the comments provided by the instructor giving you feedback on your textbook exercises. Also rubrics are used for the projects to provide a more detailed point distribution.

Practice Exercises:

Your grade for the chapter exercises will be based on points that you earn on exercises from the three groups listed below. You can choose which exercises that you want to submit for a grade from each group. The exercise instructions and supporting materials are included in the Canvas Modules . However, you will submit your exercise files to the Chapter Exercises Group 1, 2, and 3 assignment windows.

Group 1: Complete 2-3 exercises relating to layers, selections, resizing and transforming images that will add to 50 points.

Group 2: Complete 2-3 exercises relating to adv. layers, filters, painting, and text effects that will add to 50 points.

Group 3: Complete 2-4 exercises relating to the retouch tools/commands that will add to 50 points.

For full credit on the Group 1-3 Exercises, you will need to earn 50 points. Many students do an extra exercise to assure that they get full points on each of the three group exercises. We will often do an exercise or two in class that will count towards the 50 points.

Projects:

To gain additional practice with the concepts in the textbook chapters, you will complete three projects described below. A few class periods have been scheduled to work on projects, but they will need to be finished outside of class. This will require access to the Photoshop software or time in your schedule to work in the lab.

1. **Project 1:** You will create a hero image for a personal website that will involve working with layers and selections.
2. **Project 2:** You will create a series of three Facebook covers that incorporate blend modes, masks, filters,

    and text effects.

3. **Project 3:** You will go through the retouch steps on two images and then use those images to create a series of web banners.

Production Tests:

To determine your understanding of the Photoshop concepts, you will take two production tests. As you work on chapter exercises and projects, you can get help from other students and the instructor. They can answer questions and show you how to do something, but in the end you need to perform the steps on your exercise or project file. The production tests are included to be sure that you can perform the retouch steps, set up masks, apply blend modes and filters, etc. on your own without anybody's assistance.

Class Policies

Late Work:

Please see the attached schedule to be aware of what will be covered each week. The schedule lists the topics covered each week and what homework is due.

Due dates are also indicated in the Canvas assignment window and calendar. If you miss a due date for the textbook exercises and the first two projects, you have one week to submit the assignment late with a late penalty of 10%. The last project and production test must be submitted by the due date and will not be accepted late. If you are ill or a family emergency comes up, please contact your instructor prior to the class period in which an assignment is due to avoid a late penalty.

Submitting Assignments:

Weekly assignments will be submitted in the Canvas assignment window. Most of the time you will submit assignments from a classroom or lab computer. However, on occasion you may need to submit an assignment from home. If you have problems submitting assignments from your home computer, you need to contact Computing Support at 801-626-7777.

Most assignments will require that you submit several Photoshop files that include layers showing your work. You will copy your files to a folder and then zip the folder to submit it to the Canvas assignment window. If the folder size is likely to exceed 200 MB, your instructor may ask that you submit this assignment by saving the project folder to your WebUX Server Account.

Ethical Conduct:

During this class you will be expected to maintain academic ethics and honesty. Please refer to the WSU's Student Code for a review of your academic rights and responsibilities. The Student Code is provided at the following URL:

http://www.weber.edu/ppm/Policies/6-22_StudentCode.html   **(http://www.weber.edu/ppm/Policies /6-22_StudentCode.html)**

Cheating on assignments or tests will not be tolerated. All work must be your own. If you submit another student's work, you will be assigned a failing grade for that assignment. If it happens a second time, the student will fail the class. You can ask another student, a friend, or spouse questions about an assignment. You can even ask them to demonstrate certain features of the software using one of the exercise files. But in

the end you need to be the one that completes the steps in the assignment file.

Email Policy:

Please use the internal e-mail system available on the Canvas course website for your routine communications with your instructor relative to course issues. You should allow 24 hours response time from your instructor during weekdays. Emails sent Friday afternoon, Saturday, and Sunday may not get answered until Monday afternoon. I know you are eager to get your emails answered but please be patient. I'll do my best to answer your emails promptly and in a professional manner.

Students with Disabilities:

Any students requiring accommodations or services due to a disability should contact Services for Students with Disabilities (SSD) in Room 181 of the Student Service Center. SSD can also arrange to provide course materials (including this syllabus) in alternative formats if necessary. Please provide your instructor with a signed letter from the SSD if you require additional time or other accommodations during tests.

Emergency Closure:

If for any reason the university is forced to close for an extended period of time, the class will be conducted via Canvas. Look for announcements posted to the Canvas class or a class email sent through Canvas.

Course Summary:

Date	Details	
Sat Sep 15, 2018	Chapter Exercises Group 1 (https://weber.instructure.com /courses/467238/assignments/3797122)	due by 11:59pm
	Chapter Exercises Group 2 (https://weber.instructure.com/courses/467238 /assignments/3797123)	
	Chapter Exercises Group 3 (https://weber.instructure.com/courses/467238 /assignments/3797124)	
	P1 Hero Image (https://weber.instructure.com/courses/467238/assignments /3797125)	
	P2 Facebook Covers (https://weber.instructure.com/courses/467238/assignments /3797126)	
	P3 Part 1 Retouch Images for Banner Ads (https://weber.instructure.com /courses/467238/assignments/3797127)	
	Production Test 1 (https://weber.instructure.com/courses/467238/assignments /3797128)	
	Production Test 2 (https://weber.instructure.com/courses/467238/assignments /3797129)	

Date	Details
	Project 3 Part 2 Banner Ads (https://weber.instructure.com/courses/467238/assignments/3797130)