

# SYLLABUS

- PGY 3610** Survey of Photojournalism
- Class meetings:** Tuesdays, 4:05 - 7:05 p.m. (Section 1657)
- Professor:** John Kaplan
- Email:** jkaplan@jou.ufl.edu
- Phone:** 352-672-0020. (No texting. Please do not call after 10:00 p.m.)
- Office:** Office hours are Tuesdays immediately after class. Due to a health issue I am not able to be on campus as often as I would prefer. However, I am very flexible in being able to meet over the phone while reviewing your work on our class E-Learning server, or even via Skype. Please contact me via email for an appointment time that works for you. I promise to be flexible.
- Course goals:** PGY 3610 is an introductory course on the principles and techniques of photojournalism. Rather than just producing photographs to please oneself, photojournalism is about communicating with others by documenting the members of our diverse community. Our focus will be on visual reporting to honestly document people -- their feelings, emotions, interactions and daily lives. For this class, look for ways to document your community and avoid the easy solutions of photographing your roommates, parents, children or pets. Try to carry your camera all the time and you'll be happily surprised at all of the great visual situations that you will encounter. Discussion topics will include ethics, photojournalism in the social media era, multimedia photojournalism, effective captioning, the photographer / reporter relationship, evolving media roles, and the importance of generating story-telling ideas. Final output for all assignments will be digital. Weekly critiques will be from toned digital files.
- Required materials:** **An adjustable digital camera**, with the ability to adjust aperture and shutter speeds. Fully adjustable SLR cameras are by far the preferred choice, followed by advanced point-and-shoot cameras. Smartphone cameras are not recommended at this time. **Minimum of 16 GB total capacity SD or CF memory cards.**  
**A USB mini flash drive of at least 16 GB to archive and save work.**
- Required reading:** **A daily metropolitan newspaper such as the Gainesville Sun or Orlando Sentinel**, in print or online, even on weekends!  
***Photojournalism: The Professionals Approach, Sixth Edition*** by Ken Kobre. (Focal Press).  
***Photoshop CC: Visual Quickstart Guide***, Elaine Weinmann and Peter Lourekas, Peachpit Press.  
***The Associated Press Stylebook***. (Basic Books).  
Books must be ordered *immediately* from an online service such as amazon.com.
- Class projects:**
- |                     |              |            |
|---------------------|--------------|------------|
| Assignment grading: | Assignment 1 | 100 points |
|                     | Assignment 2 | 100 points |
|                     | Midterm exam | 100 points |
|                     | Oral report  | 100 points |
|                     | Assignment 3 | 100 points |
|                     | Assignment 4 | 100 points |
|                     | Final exam   | 200 points |
- All projects will be graded on a 100 point scale.*
- Class participation:** Participation / team 200 points
- Class participation is an essential and fun way to build an atmosphere of creativity, trust and interdependence. You are responsible not only for your own success, but also for the collective success of the group. Your class participation, which includes work habits, being prepared for reading discussion, attentiveness, ability to meet deadlines, as well as being an active participant in the *constructive* criticism of assignments, represents a full 20% of your grade.
- Final grading:**
- |                          |                               |
|--------------------------|-------------------------------|
| <b>A</b> 930-1000 points | <b>C</b> 730-770 points       |
| <b>A-</b> 900-930 points | <b>C-</b> 700-730 points      |
| <b>B+</b> 870-900 points | <b>D+</b> 670-700 points      |
| <b>B</b> 830-870 points  | <b>D</b> 630-670 points       |
| <b>B-</b> 800-830 points | <b>D-</b> 600-630 points      |
| <b>C+</b> 770-800 points | <b>E</b> less than 600 points |
- Class policies:** **Late work is not acceptable.** Deadlines are a necessary part of any aspect of journalism and a missed deadline represents an empty page or lost client. If you turn in late work, you will lose one full letter grade (10%) for each class meeting that you have missed the deadline. Not having your work ready or properly presented for each critique deadline will affect class participation grades, as will work habits. As long as the initial deadline is met, any assignment may be reworked to improve its grade.

**Attendance** is mandatory with one excused or unexcused absence allowed during the semester. However, I would suggest that you not skip any classes because you will fall behind. That's an even more frustrating feeling than being trapped in Weimer Hall when you'd really rather be somewhere else. The attendance policy includes non-extended illnesses; for an extended illness for two or more consecutive classes a doctor's note is necessary. It is the student's responsibility to turn in such a note and also to obtain a written notification from another professor or coach for any class missed due to another class' field trip, etc. It is the student's responsibility to obtain all missed assignments from the professor and to still meet all assignment or test deadlines for any day of absence not due to extended illness. Missing class for the final class meeting or for exams is not permitted. Missing an exam will result in a grade of zero for that portion of the semester's grade. **For each unexcused absence beyond the allowed one, you will lose one-third of a letter grade for the course. The attendance policy is followed from the first scheduled class of the semester, irrespective of the date a student first enrolls for the course.**

**Coming to class late is not acceptable.** Attendance is taken at the beginning of class. Coming to class 0-5 minutes late will count as 1/3 of an absence. Coming to class 5-10 minutes late counts as 2/3 of an absence. Regrettably, coming to class 10 or more minutes late counts as a full absence. The same attendance policies apply to leaving class early.

**Extra credit.** If you have an idea that you would like to pursue to further your photojournalism goals, let's set up an appointment to discuss it. As long as you did not miss the initial deadline, don't forget that it is also possible to redo assignments to improve your grade. I reserve the right to modify class assignments listed in this syllabus during the course of the semester to benefit the collective progress of the class. Should an assignment be dropped entirely, the other assignments will be averaged to replace its point weighting.

**UF policies:**

**Honesty.** Aside from documentary portraiture and photo illustrations, photojournalism pictures are rarely posed. It is essential that you have the patience to wait for the moment to occur naturally. For this class, it is expected that you will not pose your subjects, other than for portraits. Setting up photos or plagiarism such as turning in the work of others will result in a final grade of E. Please see the guidelines for students listed at [www.turnitin.com](http://www.turnitin.com), a service utilized by the University of Florida. As you would expect, all of the usual University of Florida honesty policy guidelines will be followed in this class.

**Students with Disabilities.** Students with disabilities are encouraged to register with the Office for Student Services to determine the appropriate classroom accommodations. For students with print related disabilities, this publication is available in alternate format. For students with hearing disabilities trying to contact an office that does not list a TED, please contact the Florida Relay Service at 1-800-955 8771 TED.

**Due dates:**

*(Schedule, deadlines and final meeting time subject to modification. Some schedule changes are likely. This syllabus may be revised.)*

**Week One / January 5**

Class overview  
Introductions  
John Kaplan leads discussion of syllabi and required texts  
Discuss plans for next week

**Week Two / January 12**

Project one assigned  
Reading assignment

**Week Three / January 19**

Project one due Group A  
Oral reports assigned  
Reading assignment

**Week Four / January 26**

Project one due Group L  
Oral reports begin  
Reading assignment  
Project two assigned

**Week Five / February 2**

Project two due Group A  
Oral reports  
Reading assignment

**Week Six / February 9**

Project two due Group L  
Oral reports  
Reading assignment  
Project three assigned

**Week Seven / February 16**

Project three due Group A  
Oral reports  
Reading assignment

**Week Eight / February 23**

Project three due Group L  
Oral reports  
Reading assignment

**Week Nine / March 1**

*No class. Enjoy the break!*

**Week Ten / March 8**

Project four assigned  
Oral reports  
Reading assignment  
Prepare for midterm exam next week

**Week Eleven / March 15**

Midterm exam  
Oral reports  
Discuss next week's class

**Week Twelve / March 22**

Project four due Group L  
Oral reports  
Reading assignment

**Week Thirteen / March 29**

*To be discussed*

**Week Fourteen / April 5**

Project four due Group A  
Oral reports  
Reading assignment

**Week Fifteen / April 12**

Lecture and discussion: multimedia photojournalism  
Watch film with multimedia photojournalism theme  
Discuss final exam

**Week Sixteen / April 19**

*Reworked assignments due for Group A and Group L*  
Prepare for final exam

**Scheduled Final / April 26 / 5:30 p.m.**

**(Note: UF Registrar's office sets the time of final exams. Professors do not control times of scheduled final exams.)**

Further details to be announced.

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