



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. Think of the class as a magazine such as the *New York Times Sunday Magazine* or *National Geographic* with John as the photography editor and the class members as staff photographers. For this class, you've landed the job that everyone else in the profession really envies. Let's make it the kind of place where you'll be sure to excel, and have a good feeling while doing so. (Well, at least some of the time. The nation's best shooters can also be some of the most angst-ridden!) 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.

<b>Final grading:</b>	<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:** **Do not use any electronic device during class other than for taking lecture notes for this course. Inattentiveness will affect class participation grades.**

**Late work is not acceptable.** Deadlines are a necessary part of any aspect of journalism and a missed deadline represents an empty page, lost client and failed project. Each student will have more than one month for the final completion of a story and everyone will have weekly scan/workprint deadlines. If you turn in late work, you will lose one full letter grade (10%) for each class meeting that you have missed the final deadline. Not having your work in progress ready or professionally presented for each weekly critique deadline will affect class participation grades, as will work habits. Although it is strongly not recommended, each student will be allowed to skip one (and only one!) crit per story, but never the first or final one. Each additional missed crit deadline will result in a minimum 10% grade cut for any project. Any story may be reworked to improve its grade. However, any story with more than one missed crit or originally turned in late may not be re-worked 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 project or test deadlines for any day of absence not due to extended illness. Missing class for the first of last crit for any story, the story due date for any story or the final class meeting to show portfolios or for exams is not permitted. Being late or not fully prepared for final portfolio presentations will result in a minimum 15% grade reduction. Missing an exam or any pop 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. This attendance policy regarding missing a portion of the full class also applies to leaving class early. **It is not permitted to miss class for *Alligator*, *Gainesville Sun*, freelance work or other activities.**

**Singles shooting:** In addition the assigned picture story each student is required to continue to shoot single photojournalism images this semester to beef up one's portfolio. Most planned event situations are considered to be feature photo opportunities rather than general news. Document issues in the news to meet the news photo portfolio prep requirement. Spot news photos are also acceptable for the news submission due. The sports image due may be either sports action or sports feature. A graded portfolio progress critique will be held toward the end of the semester. **It must incorporate at least four of the singles shot this semester including a minimum of one news, one feature, one tightly composed face-filling portrait, and one sports image.**

**Extra credit. Multimedia picture stories are now an online publishing standard. Extra credit will be given for any student who turns in additional Soundslides, Final Cut or Premiere version of a story.** For story one, the deadline is within seven days of the final deadline. Also, if you have an idea that you would like to pursue to further your personal 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.

**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.

**Due dates:**

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

***Week One / January 10***

Class overview  
Introductions  
John Kaplan leads discussion of syllabi and required texts  
Begin research on first picture story  
Reading assignment

***Week Two / January 17***

Story proposals due. ***Do not miss this deadline!***  
Shooting begins on story one  
Class members lead reading discussion each week.  
***All reading is required and will be an integral art of exams, frequent pop quizzes, and class participation.***  
Reading assignment

***Week Three / January 24***

To be discussed

***Week Four / January 31***

First critique, story one. ***Do not miss this deadline!***  
Reading discussion  
Reading assignment

***Week Five / February 7***

Second critique, story one  
Reading assignment

***Week Six / February 14***

Third critique, story one  
Reading discussion  
Reading assignment

***Week Seven / February 21***

Fourth critique, story one  
Reading assignment

***Week Eight / February 28***

Final critique with work prints, story one  
Reading discussion  
Reading assignment  
Singles assignment handed out and discussed  
***It is suggested to work on substantial progress on required singles shooting during Spring Break opportunities!***

***Week Nine / March 7***

*Spring Break. Enjoy!*

***Week Ten / March 14***

All story one components due on class server by 5:10 p.m.  
First single due. Critique.

**Week Eleven / March 21**

Second single due. Critique.  
Exam discussion  
Reading discussion  
Reading assignment  
Discuss portfolio editing assignment

**Week Twelve / March 28**

Exam  
Third single due. Critique.  
Reading discussion  
Reading assignment

**Week Thirteen / April 4**

Fourth single due. Critique.  
Graded portfolio critique  
Reading assignment

**Week Fourteen / April 11**

Singles components must be uplodged to E-learning drop folder by 8:10 p.m.  
Professor Kaplan is available for extra individual feedback.

**Week Fifteen / April 18**

Portfolios final submission must be uplodged to E-learning drop folder by 8:10 p.m.  
Professor Kaplan is available for extra individual feedback.  
Final exam prep.

**Week Sixteen / April 25**

Final exam at 5:10 p.m. **DO NOT BE LATE FOR THE FINAL!**

