

# SYLLABUS

**PGY 3610** Survey of Photojournalism  
**Class meetings:** Tuesdays, 4:05 p.m. (Section 1657)  
**Professor:** John Kaplan  
**Email:** jkaplan@jou.ufl.edu  
**Phone:** 352-672-0020. (No texting. Please do not call after 9:00 p.m.)

**Office:** Office hours are Tuesdays just before 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, 7th 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 (including current events!)
Assignment 3	100 points
Assignment 4	100 points
Final exam	250 points

*All projects will be graded on a 100 point scale.*

**Class participation:** Participation / team 250 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:** **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 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. 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 prefer to 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. **This attendance policy regarding missing a portion of the full class also applies 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.

**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 8**

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

**Week Two / January 15**

Project one assigned  
Reading assignment

**Week Three / January 22**

Project one due Group A  
Reading assignment

**Week Four / January 29**

Project one due group B  
Project two assigned  
Reading assignment

**Week Five / February 5**

Work on project two  
Reading assignment

**Week Six / February 12**

Project two due Group A and B  
Project three assigned  
Reading assignment

**Week Seven / February 19**

Project two due Group B  
Reading assignments

**Week Eight / February 26**

Project three due Group A  
Project four assigned

**Week Nine / March 12**

Exam (Makeup exams not permitted. Missing exam will result in a grade of zero.)

Reading assignment

**Week Ten / March 19**

Work on project four

Reading assignment

**Week Eleven / March 26**

Project four due Group A and B

Final assignment distributed

**Week Twelve / April 2**

Individual meetings

**Week Thirteen / April 9**

Work on final assignment

Reading assignment

**Week Fourteen / April 16**

Final exam prep

**Week Fifteen / April 23**

Reworked assignments due for Group A and Group B

**Final exam** / Further details to be announced

**UF policies:**

**Honesty.** Plagiarism of any kind will result in a final course 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. Regarding design, it is not permitted to copy the design work or concepts of others. Setting up photos, other than posed photo illustrations or portraits, or turning in the work of others will result in a final grade of E. As you would expect, all of the usual University of Florida honesty policy guidelines will be followed in this class.

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