

Course Material Submission Form OAN Match Definition Form

Today's Date: 1/2/08

Use this table to specify institutional data	
College/University:	Owens Community College
Name and title of individual submitting on behalf of the college/university	
Name:	
Title:	
Address:	
Email:	
Phone:	
Fax:	

Indicate the reason for this submission:

New Course Match
 Course Renumbering Only (do not use for calendar changes)
 Revised Materials - Faculty review panel requested clarification
 Revised Materials - Institution submitting additional information
 Revised Materials - Course content revised by institution, including situations of both content and credit hour change
 Revised Materials - Other

Describe specific revisions being made for "Revised Materials" submissions:

Institutional Notes to Faculty Panel (the institution is encouraged to add any additional clarifications for this submission):

Table 1 – Use this table to describe the course match for which materials are being submitted for the first time or revised.

Proposed effective year and term of match (Final effective date will depend on actual approval of match by faculty panel. Effective Year and Term is the first term in which students taking the course will receive matching credit.)

Semester institutions complete this row:
 2008 Academic Year Summer Autumn Spring

Quarter institutions complete this row:
 20 Academic Year Summer Autumn Winter Spring

Ohio Articulation	
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Number (OAN)	
OCM011	
Number of courses in the match:	1 (up to 10)
Current status of match:	<input checked="" type="checkbox"/> First time submission
	<input type="checkbox"/> Approved <input type="checkbox"/> Submitted <input type="checkbox"/> Disapproved <input type="checkbox"/> Error <input type="checkbox"/> Resubmitted <input type="checkbox"/> Pending <input type="checkbox"/> Error with enrollment <input type="checkbox"/> Not submitted
Course or Courses being matched to or currently matched to the OAN listed above. (Course Numbers must be exactly what will appear on a student's transcript.):	Course Number
	1. PHO 245
	2.
	3.
	4.
	5.
	6.
	7.
	8.
	9.
10.	

Table 2 - Use this table to submit course materials for the first time or to revise previously submitted course materials. You must submit each course in a separate form, repeating the match definition information in Table 1 above for each form submitted.

Course Number. (Course Numbers must be exactly what will appear on a student's transcript.):	PHO 245	Course Title:	Intro to Photojournalism
Hours (be sure that the hours for this course matches the hours in the OAN.)			
<input checked="" type="checkbox"/> Semester Hours		<input type="checkbox"/> Quarter Hours	
Total Credit Hours	3	Lecture Hours	2
		Laboratory Hours (if applicable)	3
Course Placement in Major:		<input type="checkbox"/> Major Requirement <input checked="" type="checkbox"/> Major Elective <input type="checkbox"/> Major Not Offered <input type="checkbox"/> Other	
Pre-Requisite Course work (if applicable) (Be sure this is consistent with the OAN definition): PHO 123 (Digital Photography 1)			
Catalog/Course Description:			
Introduction to the principles and theories of photojournalism including the use of photography as a communication tool. Study of and practice in covering news with a camera, photo story/essay production, basic photo editing, digital imaging/editing, transmitting electronic images and judging photographs for publication. Students exposed to law, ethics, career material and research as it applies to the photojournalist.			

Texts/Outside Readings/Ancillary Materials (Be sure that the text meets performance expectations):

Required:

Photojournalism, The Professionals' Approach Kenneth Kobre Focal Press; 5 edition
(March 15, 2004) ISBN: 0240806107

Recommended:

Associated Press Guide to Photojournalism (Associated Press Handbooks) Brian Horton
Publisher: McGraw-Hill; 2nd edition (October 30, 2000) ISBN: 0071363874

Course Objectives and/or Plan of Work:

(Provide a clear indication of how the course objectives align with the matched OAN's learning outcomes. This will facilitate the faculty panel course review process.)

Course Objectives:

After completing this course satisfactorily, students should understand:

- The difference between being a photographer and a photojournalist.
- How photojournalism has developed and its relative importance in a visual world.
- Requirements of professional-level photojournalism.
- Journalistic ethics and responsibilities as they apply in photojournalism.
- Minimum technical skills for equipment essential to contemporary photojournalism.
- Basic techniques used in photojournalism.
- Basic freedom of the press, business practices and copyright.
- The benefits and drawbacks of fulltime and freelance careers in photojournalism

Student Learning Outcomes:

At the end of the course students will demonstrate the ability to:

1. Differentiate between various branches of photojournalism.
2. Describe how photography staff members work
3. Describe effective ways to plan and carry out assignments and photo shoots
4. Use a digital camera in all of its manual functions (shutter, focusing, aspect ratio, depth-of-field, f-stops) to produce photographs of near professional-quality standards.
5. Shoot the three kinds of journalistic images
 - "spot" news (live events)
 - photos to illustrate a feature story
 - set-ups (staged events - ceremonies, awards, committees, etc.)
6. Identify and describe the design elements of good pictures
7. Evaluate photographs based on professional standards.
8. Define and use common photojournalism terms

Description of Assessment and/or Evaluation of Student Learning (The

assessment plan needs to be appropriate for the expected rigor of the course) :

Percentage weight range:

(to be determined, within the given range by instructor)

Tests	30%
Weekly Assignments	30%
Final Project	30%
Attendance/Participation	<u>10%</u>
Total	100%

Master Syllabi and Working Syllabi (if both are used):



Course Outline

School of Arts and Sciences

Program and/or Degree Name (A.A. or A.S.): A.A.

Course Name: Intro to Photojournalism

Course Number: PHO 245

Credits: 3

Contact Hours: Lec: 2 Lab: 3

Catalog Description:

Introduction to the principles and theories of photojournalism including the use of photography as a communication tool. Study of and practice in covering news with a camera, photo story/essay production, basic photo editing, digital imaging/editing, transmitting electronic images and judging photographs for publication. Students exposed to law, ethics, career material and research as it applies to the photojournalist.

Prerequisites: PHO 123

Co-Requisites: None

Potential Textbooks or Other Resource Material:

TEXTBOOK(s)

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- Basic freedom of the press, business practices and copyright.
- The benefits and drawbacks of fulltime and freelance careers in photojournalism

Student Learning Outcomes:

At the end of the course students will demonstrate the ability to:

9. Differentiate between various branches of photojournalism.
10. Describe how photography staff members work
11. Describe effective ways to plan and carry out assignments and photo shoots
12. Use a digital camera in all of its manual functions (shutter, focusing, aspect ratio, depth-of-field, f-stops) to produce photographs of near professional-quality standards.
13. Shoot the three kinds of journalistic images
 - "spot" news (live events)
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 - set-ups (staged events - ceremonies, awards, committees, etc.)
14. Identify and describe the design elements of good pictures
15. Evaluate photographs based on professional standards.
16. Define and use common photojournalism terms

EVALUATION

Percentage weight range:

(to be determined, within the given range by instructor)

Tests	30%
Weekly Assignments	30%
Final Project	30%
Attendance/Participation	<u>10%</u>
Total	100%

CLASSROOM PROCEDURE

Lecture with group discussions, oral reports, and guest speakers.

Lab with digital darkroom work, group photography sessions, oral reports and a field trip.

Augment class with Blackboard access, including assignment documentation and drop box, lecture/lab resources, discussion boards, and gradebook.

SPECIAL CONSIDERATIONS

Expose students to working photojournalists through field trips to area newspaper(s) and/or guest lecturers from area newspapers/magazines.

If possible, students should be required to submit photos to the Owens Community College newspaper and/or local newspapers. Extra credit will be earned for each photograph submitted and published in a local newspaper.

Lab fees will be required to purchase materials needed for the course including one-time purchase of a laptop computer and case; two digital SLR cameras with super-wide-angle, wide-angle, medium zoom, long zoom and 300mm lenses, batteries, and camera bag; two strobes and an off-camera cord and a lockdown cable for the computer; as well as ongoing purchases of ink for student printing.

Course Content with Tentative Timetable

Week 1:	Lecture – Introduction to Photojournalism Lab – Review Camera and Digital Darkroom Techniques
Week 2:	Lecture – History of Photojournalism Lab -- More on camera operation, review of camera exposure, shutter speeds, aperture/depth of field.
Week 3:	Lecture -- Cameras and Film Lab – Basic PhotoShop
Week 4:	Lecture – Photo Composition and Editing Lab – Photoshop Techniques
Week 5:	Lecture – Lighting and Caption Lab -- Photoshop techniques
Week 6:	Lecture -- Sports Photography Lab -- More PhotoShop
Week 7:	Lecture -- Shooting a News Assignment Lab – More PhotoShop
Week 8:	Lecture – Midterm Exam Lab – Fieldtrip to Local Newspaper
Week 9:	Lecture -- Feature Photographs and Building Rapport Lab -- In Class Demonstration/Shoot
Week 10:	Lecture – Environmental Portraits and Character Studies # 7 (portraits) Lab -- Work on assignments.
Week 11:	Lecture -- Photo Illustration Lab – Work on assignments.
Week 12:	Lecture -- Guest Speaker(s) from Area Magazine(s) Lab -- Work on assignments.
Week 13:	Lecture -- Photo Stories Lab – Work on assignments.
Week 14:	Lecture – Photojournalism and the Law Lab – Work on final project

Week 15: Lecture – Photojournalism Ethics
 Lab – Work on final project
 Week 16: Lecture -- Getting a Job!
 Lab – Work on final project
 Week 17: Final exam and final project presentations held during scheduled time

Prepared by: Margaret Lockwood-Lass
 Date: 2/25/05

Prepared by: _____ Date: March 28, 2008

Additional Documentation:

OBR Use

Approved-Effective Date	
Pending (i.e. Additional Information Requested)	
Disapproved	
Today's Date	

Course Material Submission Form

Instructions and notes

1. Submit completed forms to atpanels@regents.state.oh.us.
2. Use this form to define course matches and to submit new or revised course materials for faculty panel review. Please do not submit a form for multiple OANs or Courses.
3. For course renumbering and credit hour revision, remember to withdraw the old match.
4. For course renumbering and credit hour revision, you may want to include information about how the new numbers relate to the old in the Institutional Notes to the Faculty Panel.
5. Click check boxes to check the item. Text fields will expand as you enter information. Press tab to move forward through form. Press Shift-tab to move backward. Note that these tables are implemented as MS Word tables. Keep that in mind as you are copying and pasting between your syllabi and this form. It is possible to paste tables as nested tables. Use the Edit Menu "Paste as Nested Tables" selection.
6. Once you are done entering your information, save the data file. Under the File menu, choose "Save as" and then enter the name (no spaces!) of the file using the following naming conventions:
 - a. For course material submissions: **Institution-OAN-Course Number-Sequence-Version. Institution** is the 4 character HEI institution designation. **OAN** is the Ohio Articulation Number whose match is being defined or revised. **Course Number** is the **transcript** course number. **Sequence** is an indication of which course of a multi-course match is addressed in this form. The sequence is of the form (n of m) for an m-course match. For example, 1 of 1 for a single course match or 1 of 2 and 2 of 2 for a 2 course match. **Version** is a number indicating the revision number of this submission. Start with "Ver1" for the first time submission and include the "Ver".

Example:

If you are submitting course materials for Rhodes Community College MATH110 for OMT005 the name of the file would be LMTC-OMT005-MATH110-(1 of 1)-Ver1.

If you are submitting course materials for Rhodes Community College MATH111 and MATH112 for OMT006 the name of the files would be LMTC-OMT006-MATH111-(1 of 2)-Ver1 and LMTC-OMT006-MATH112-(2 of 2)-Ver1.

7. Course materials must be submitted according to timelines below:

Considering the submissions of **new** courses for TAG matches, our goal is to work toward a timeline as follows:

Submit Course Material:	Start of Term 1
Faculty Panels Review Submitted Courses:	During Term 1
Approved course is effective:	Start of Term 2
Approved course is matched for transcript processing:	Term 3

A new match will have to be approved according to the timeframes below:

Course Approval Sample Timelines

Quarter Institutions

	Summer	Autumn	Winter	Spring
Course Material Submitted for Review	By 6/1	By 8/15	By 1/1	By 3/1
Faculty Panel Reviews Completed	By 8/1	By 12/31	By 2/28	By 5/31

Semester Institutions

	Summer	Autumn	Spring
Course Material Submitted for Review	By 6/1	By 8/15	By 1/1
Faculty Panel Reviews Completed	By 8/1	By 12/31	By 5/31

- If you want to submit supplementary supporting documentation, you may do that. Simply send the file along with this form and name the supplementary file **Institution-OAN-Course Number-Supplement. Institution, OAN, and Course Number** are as described in Number 6 above. Include the word **"Supplement"**. Just be sure to reference the supplement from the appropriate spot in this document.
- Remember that all institutions are required to have at least one course match for each OAN in all TAGs for which they have corresponding programs.
- This form should be used for all submissions or resubmissions starting immediately.
- If you encounter problems or have questions, please contact any of the individuals listed below:

Jim Ginzer (614) 752-9486 jginzer@regents.state.oh.us
 Sam Stoddard (614) 752-9532 sstoddard@regents.state.oh.us
 Candice Grant (614) 644-0642 cgrant@regents.state.oh.us