

Syllabus

About your fees:

Your fees for this class have been lowered from previous years to allow you to buy as much film and photo paper as you want.

Film and photo paper is available at the school store.

Benefits of buying film and paper:

You can buy as much film and/or photo paper as you want - In the past, I had set limits
If something goes wrong, you can easily try again and get the best pictures/grade possible
The film and photo paper at the school store is a lot better than I used to offer
You can spend a little more and get some of the best film and photo paper available anywhere
Note: You are free to purchase these supplies wherever you wish. However, the price of film and photo paper at the school store is greatly reduced.

Your fees cover the following items:

Photogram photo paper only
Chemistry
Negative sleeves
Misc supplies, tape, etc.

For this class you need to supply the following:

Film
Photo paper (not for a printer)
Binder
Great attitude

If you purchase your own film, outside of the school store, be sure it is black and white film and not fake black and white film. Fake black and white film has "Process in C-41" on the packaging and can not be processed at school.

Plagiarism

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Student Handbook definition:

"Plagiarism – Representing as one's own work any materials obtained on the Internet (such as term papers, articles, music, etc.). When Internet sources are used in student work, the author, publisher and web site must be identified."

Whether it's film or digital photography, using another's work without the permission of the instructor, is plagiarism.

Student Handbook regarding consequences of plagiarized work:

"Cheating/Plagiarism on Tests (includes exams) or Other School Work

A student shall not cheat or use unauthorized materials on tests or other school work. In addition to the loss of a grade, discipline hours and points may be assigned."

If you plagiarize, you will receive no credit for the assignment and be referred to a Dean of Students for further disciplinary action.

Attendance and tardies are recorded daily, every period.

1st Tardy:	Warning
2nd /3rd Tardy:	Teacher contacts guardian
4th Tardy:	30-min AM Detention issued by teacher utilizing paper format
6th Tardy:	Teacher issues an ASD utilizing paper format
8th Tardy:	Office referral with above documented information. Admin will issue 2 ASD's and conduct a parent conference.

Truancy/Class Cuts

Students who are 10 or more minutes late without proper documentation to class are considered cutting class and should have their tardy documented as a class cut. Teachers must inform the student that they are being issued a class cut.

1st Occurrence:	Documented parent contact
2nd Occurrence:	Referral with Administrator issuing 2 ASD's and conducting a parent meeting.
3rd Occurrence:	1 day of OSS
4th Occurrence:	2 days of OSS – can result in a reduction of 2 days of ISS upon meeting with teacher and parent.

Students must have proper written/dated pass from instructor to enter or leave the classroom. Students are expected to be in the classroom when the bell rings, and setting up for the day's project.

If you are absent, you are responsible for finding out what was missed.

If you are absent on an assignment due date, the assignment is due the day you return to the classroom.

Assignments given during an absence are granted an extension of one day for each day of excused absence.

Make up tests and quizzes within two school days of your return to school.

Grades for this class are based on the following areas:

Daily effort, behavior and attitude

Quality of all assignments

Meeting assignment deadlines (anything you turn in for a grade). , including chapter questions,

Note: Track your own grades. Parents contacted for any grades below C.

All work (film, digital files and photos) are school property and subject to search at any time. If deemed inappropriate or in violation of school policy appropriate disciplinary action will be taken.

Consequences can include detentions, calls home, referral to Dean, and removal from class.

No film, digital files and/or photos of inappropriate material is allowed to be developed, processed, worked on, or even brought in the school darkroom or school grounds.

Inappropriate material includes; film, digital files and/or photos of drugs, alcohol, violence, and suggestive sexual material.

The instructor, dean of students, and administrators reserve the right to decide what is appropriate or inappropriate material.

Do not use the computers without instructor permission - "Surfing the Web" is not permitted unless related to a class assignment.

Be on time and ready to work when the bell rings.

Give each assignment your best effort.

Raise your hand for instructor help or to participate in class discussion.

No talking during tests or quizzes.

No food or beverages are permitted. A water bottle is OK.

All assignments must be completed during class.

No cheating.

Conduct yourself in a mature and responsible manner at all times.

Respect and cooperate with the instructor and your classmates.

Respect school property and your classmates' property.

Profanity is not tolerated.

Demoralizing words, gestures, or behavior towards the instructor or students is not tolerated.

No males and females in the dark-darkroom (or film darkroom) at the same time.

Do not run in the lab, studio, or darkroom. No horseplay.

Do not use school equipment, materials, or supplies without asking instructor.

The darkrooms are open only during Photography periods. The darkroom is not open before or after school. The instructor must be present for students to work in the darkrooms.

The darkroom is only available to students during their assigned Photography periods.

Respect other students and the school's property.

Report all accidents or hazards to the instructor at once.

Students are not to be in the darkroom at the beginning of class until attendance is taken and permission granted. Technology Education Department Rules:

No passes are issued to take pictures during your scheduled photography class time. Take pictures for the assigned projects during your time. Absolutely no student(s) will be allowed photography passes during their scheduled class time.

No students are allowed in darkroom or Rm. 509 unless they are officially registered for that period.

No students are allowed to come down from study hall, commons, lunch, before, or after school without instructor approval.

Equipment:

Students who borrow school equipment must have written permission slip from a parent or guardian before equipment can be used.

Equipment must be properly checked out by the student. Failure to do this correctly may result in a loss of equipment privileges.

Students are financially responsible for any damage to school equipment while operating it.

Students are financially responsible for lost or stolen cameras.

The school or the instructor reserves the right to limit the student's access to certain pieces of equipment or areas.