Grade 10 Digital Pictures (25S)

A Course for Independent Study

Field Validation Version

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Any websites referenced in this document are subject to change. Educators are advised to preview and evaluate websites and online resources before recommending them for student use.

Contents

ACKNOWLEDGEMENTS

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GRADE 10 DIGITAL PICTURES (25S)

Module 1: Creating Pictures

Field Validation Version

L ESSON 1: I NTRODUCTION TO D IGITAL P ICTURES

Overview

Welcome to the first lesson of Grade 10 Digital Pictures. This half-credit course is designed so that you can learn the things that are important to you. This means that you will have flexibility in how you photograph, what you photograph, and how you learn. The choices that you make will tailor this course to your unique needs and talents.

As you work through the course lessons, you will be encouraged to set learning goals for yourself, to assess your own progress, and to reflect on your goal achievement. Don't be afraid to experiment.

Don't worry if you don't know how to use a camera. You will start by using your camera in fully automatic mode. You will learn how to improve your pictures later by applying more control. The important thing is to actually begin using your camera.

What Will You Learn?

You will learn about photography mainly by taking pictures that accomplish specific objectives, such as photographing under different lighting conditions or focusing on a certain subject. In each lesson you will read a few pages and then complete one or more assignments as required. There are two modules in this course:

- Module 1: Creating Pictures
- Module 2: Manipulating Your Pictures

What Will You Need?

Required Resources

- A digital camera
- A **Windows** or **Macintosh computer** that will run the Photo DVD that comes with the course.
- A **USB cable** to connect your digital camera to your computer. These come with each digital camera.

- An **image editor** for your computer. This is a program that lets you manipulate your pictures. This will be required for the second module. Several recommendations are made in Module 2, Lesson 2. You can learn about free image editors in Appendix B and Appendix C, which are found at the end of this course.

The **Photo DVD**, included with this course, contains large colour versions of many of the photos printed in this course in black and white. So, whenever you see a picture in the course, refer to the same picture on the Photo DVD so that you can enjoy the larger colour version.

Optional Resources

Access to a word processor like *Microsoft Word*, which will let you write your assignments, and which you can later attach to an email to send in for assessment.

Access to a photocopier so that you can photocopy assignments before mailing them to your tutor/marker.

Access to the Internet is highly recommended. Various learning activities and assignments will refer to resources found on the Internet. Students also have the option of emailing their assignments to the distance learning unit for marking. If you do not have access to the Internet, you will still be able to complete the course, but you need to figure out a different way to access information.

Note: All the URLs in this course were working well when this course was written, but since Internet sites come and go, you might find that some of these sites may no longer be active or appropriate. If that happens, you could use a search engine (like google.ca) to find the information that you are looking for.

If you do not have access to one or more of these resources, contact your tutor/marker.

Internet Safety

If you choose the Internet as your source of information, be sure to consider the safety of your choice. The Internet is a valuable source of information about digital photography and should be used responsibly. Use the following guidelines before making any contacts:

- Be prepared to ignore/block someone when they approach you or will not leave you alone in a chatroom, through email, instant messaging, or through other electronic means.

- Don't arrange or agree to a face-to-face meeting or phone conversation with another online computer user unless you are absolutely sure that the person is harmless. Consider taking another reliable person along to any meetings, even if you believe that there is no danger.
- Don't buy or sign up for anything online without thoroughly investigating the offer.
- Never give anyone private information unless you know and trust them.
- Only visit/join websites, blogs, videoconferences, chats, threaded discussions, wikis, or other communication means that you believe are reputable and trustworthy.
- Be careful about answering email from a stranger.
- Refuse to communicate with people who ask you to keep their conversations, friendship, or email a secret.
- Never email or post pictures or files to any person or any website unless you know and trust the recipient.
- Select usernames (for example, PhotoShooter or computer_smart) that do not indicate your name, gender, age, or race.
- Install and update regularly anti-virus software and security patches for your computer.

The above is not a complete list because no list can possibly cover all dangerous situations. Use your common sense and be careful.

How Will You Know How You're Doing?

You will know how well you are learning by your successful completion of the following three things:

1. Learning Activities

Learning activities give you the chance to practice and review what you have learned. They will also help you decide what you want to learn next about photography. You will complete the following eight learning activities:

Learning Activity #	Module and Lesson	Name of Learning Activity
1.1	Module 1, Lesson 2	Assess Your Camera Skill
1.2	Module 1, Lesson 4	Using the Zoom Function
1.3	Module 1, Lesson 4	Manufacturer Websites
1.4	Module 1, Lesson 5	Critiquing a Picture
1.5	Module 1, Lesson 6	Giving Your Code of Conduct a Workout
1.6	Module 1, Lesson 8	Picture Creation Critique
2.1	Module 2, Lesson 2	Breaking in Your Image Editor
2.2	Module 2, Lesson 6	Playing with Effects

Though you will not send in your learning activities to be assessed, you can contact your tutor/marker at any time to help you complete them.

2. Assignments

Assignments give you the chance to demonstrate (show) your tutor/marker what you have learned. That way, your tutor/marker can give you some feedback on how you are doing. You will complete 10 assignments, and you will either mail or email all of them to your tutor/marker. They will be worth a total of 75% of your final mark in the course. For more information, see page 10 of this lesson.

3. Final Exam

The course contains a final exam. You will write it under supervision, when you have completed the course. It is worth 25% of the final mark of the course.

Before writing the exam, you will need to take three pictures, which you will take with you to the exam. During the exam, you will manipulate these pictures and answer some questions. **This means that you will need to have the same image editing software during the exam that you used as you studied the course.** Therefore,

- **If you are attending school,** mention to your school's ISO Facilitator that the computer that you will use to write the exam must have the same image editor that you used to study the course.

- **If you are not attending school,** mention to the person who will be supervising your exam that the computer that you will use to write the exam must have the same image editor that you used to study the course. This means that your exam supervisor will have to access, download, and install that software on the computer that you will use to write your exam.

If you have questions about the image editor, contact the Independent Study Option at 1-800-465-9915.

You are responsible to apply for the exam and make arrangements to have it sent from the Independent Study Option (ISO) office to your exam supervisor. Before you finish Module 2 (the last module in this course), you will need to make these arrangements.

Here is how you apply for an exam:

If you are attending school, ask your school's ISO Facilitator to add your name to the ISO exam eligibility list. Do this *at least three weeks prior* to the next scheduled exam week.

If you are not attending school, check the **Examination Request Form** for options available to you. The Examination Request Form was mailed to you with this course. Fill in this form and mail or fax it *three weeks before* you are ready to write your exam. The address is:

> ISO Registration
> 555 Main St.
> Winkler, MB R6W 1C4
> Fax: 204-325-1719
> Phone: 1-800-465-9915

Contact the Independent Study Option at 1-800-465-9915 if you need help arranging this.

What if You Need Help?

Here are two people who can help you be successful in your course:

1. Your Tutor/Marker

The first person who can help you is your tutor/marker. Tutor/markers are experienced teachers who tutor ISO and mark assignments and exams. Feel free to contact your tutor/marker at any time during this course, especially if you are feeling discouraged or are having problems in the course. If you are not sure how to contact your tutor/marker, phone the Independent Study Option at 1-800-465-9915.

2. Your Learning Partner

The next person who can help you with your course is your learning partner. A learning partner is **someone you choose** who will help you learn. It may be someone who knows something about digital pictures, but it doesn't have to be. A learning partner could be someone else who is taking this course, a teacher, parent, sibling, or a friend, or anybody else who can help you. Most importantly, a learning partner should be someone you feel comfortable with and who will support you as you work through this course.

Your learning partner can help you keep on schedule, check your work, help you make sense of assignments, read your course with you, or look at your learning activities and respond to them. You may even study for your exam with your study partner.

How Much Time Will You Need?

Learning through ISO has several advantages over learning in the classroom. You are in charge of how you learn and can choose how quickly you will complete the course. You don't have to wait for your teacher or classmates, and you can work as quickly as you want. You can also complete as many lessons at a time as you want. Read the next few pages to get an idea of how to pace yourself.

Since this is a half-credit course, you should complete it in one semester or sooner. You could take longer, but then you run the risk of losing motivation and getting discouraged. You will be spending a minimum of 55 hours on this course. That means at least 45 minutes per school day to complete the course in a regular school semester. Take a look at the following charts and decide which chart best describes the time of year when you want to cover the course.

Semester 1 Chart

Here is a suggested timeline that you can follow if you start your course in September and want to complete it by the end of December.

Module	Completion Date
Module 1	October 31
Module 2	December 5
Final Exam	December 15

Semester 2 Chart

Here is a suggested timeline that you can follow if you start you course in January and need to complete it by June.

Module	Completion Date
Module 1	April 5
Module 2	May 15
Final Exam	May 25

Do not wait until the last minute to complete your work, since your tutor/marker may not be available to mark it. Remember, if you mail in your assignments, it might take over a week for your work to travel through the mail, so make sure that you leave enough time for that. It may also take a few weeks for your tutor/marker to mark everything and send the marks to your school.

When and How Do You Send in Your Assignments?

In this course, you have the choice of either mailing or emailing your assignments. The instructions for doing so are found in the course, at the times when you will be sending them in. Here is a chart showing exactly what you will be sending in during the three mailings.

Mailing	Cover Sheet	Assignments That You Will Be Sending In
Mailing 1	Cover Sheet 1	Assignments 1.1 to 1.2
Mailing 2	Cover Sheet 2	Assignments 1.3 to 1.6
Mailing 3	Cover Sheet 3	Assignments 2.1 to 2.4

Each time you mail something, you must include the Cover Sheet (found at the end of this lesson). If you are emailing your assignments, you can download an electronic version of the Cover Sheets at <www.edu.gov.mb.ca/k12/dl/downloads/index.html>. Attach the applicable sheet as a file with the assignment name as the subject of the email. This will assist in the proper recording of your work. Complete the information at the top of the Cover Sheet before mailing or emailing it along with your assignments.

1. Mailing Your Assignments

If you choose to mail your completed assignments, please make a photocopy of it first. That way, you will have a copy in case it goes missing. You will need to place the appropriate assignments and the Module Cover Sheet in an envelope, and address it to:

> ISO Tutor/Marker
> 555 Main St.
> Winkler MB R6W 1C4

2. Emailing Your Assignments

If you choose to email your assignment, you will need to do follow one of the following:

If You Are Attending School
Please notify your ISO School Facilitator (person who signed your ISO registration/admission form) to receive permission to email your assignments and to determine your school's procedure for emailing assignments/unsupervised tests.

If You Are Not Attending School

Please discuss with your tutor/marker to arrange in advance permission to submit work electronically.

How to submit your work (files must not exceed 5 MB)

Depending on the file type, please submit your work as shown below:

1. Written work: Microsoft Word (doc) or as an rtf

2. Picture and graphic files: jpeg, gif

3. Scanned file: pdf (save multiple pages on one file)

How to send your email

1. Use the following format to compose your email.

   To: distance.learning@gov.mb.ca

   CC: *(your ISO school facilitators' email address —*
                   if you attend school)

   Subject: Jane Doe Grade 10 Digital Pictures

   Attachment: Assignment 1.1.doc

   Message: Lesson 1, Module 1, Assignment 1.1, 1.2, and 1.3

                   My tutor/marker is John Smith

                   My school is _____

2. Attach your files (files must not exceed 5 MB). Please zip (condense) the files.

3. Email your assignments to <distance.learning@gov.mb.ca> only. Do not email your assignments directly to your tutor/marker. Emails sent directly to tutor/markers will be returned unread.

Your electronically marked work will be returned to you by email from your tutor/marker.

What are the Guide Graphics For?

Guide graphics have been placed at different places in the course to guide you along. A description of each graphic is described below:

Oscar:
Oscar is a virtual student or avatar who is also taking this course. As he is doing so, he will keep a journal called "My Photographic Journey" that you will find throughout this course. Reading it will help you learn.

Assignment:
This icon indicates the assignments that you complete and send to your tutor/marker. You will be sending in your assignments at the end of every module.

Learning Activity:
This icon is next to learning activities that you will complete to help you review or practice what you have learned and prepare for your assignments. You will not send learning activities to your tutor/marker.

Send-in:
This icon is next to the instructions to mail or email in your assignments.

Exam
This icon notifies you about preparation you will need to make before writing your exam.

Learning Partner
This icon indicates that this is a good time to ask your learning partner to help you.

What are the Appendices About?

At the end of the course, you will find three appendices that contain useful information.

Appendix A: Sharing Your Pictures gives you information about different ways of sharing digital pictures.

The next two appendices teach you about two photo editors—programs that let you manipulate photos on a computer. You will need to have access to one. There are many available. Many cameras come with free ones. If you are attending school, your school may have one that you may use. Or, you could use one of the following two editors that are available free on the Internet. Pick the one that works on the type of computer that you will be using.

Appendix B: Using the *iPhoto* Image Editor on a Macintosh Computer teaches you how to use *iPhoto*, which comes free with every Macintosh computer.

Appendix C: Using the *Picasa* Image Editor on a Windows Computer teaches you how to use *Picasa*, which you can download for free from the Internet.

Now you have learned what you need to get started in the course. But, before moving on to Lesson 2, you should read the following about the rest of Module 1.

What is Module 1 About?

Module 1 is made up of eight lessons. It will help you become familiar with the abilities of your digital camera, and will introduce you to some artistic guidelines for critiquing and improving the quality of your photographs. You will also be completing six assignments, which you will mail to your tutor/marker. Here is a list of the titles of each of the lessons in this module:

■ Lesson 1: Introduction to Digital Pictures

■ Lesson 2: Taking Your First Picture

■ Lesson 3: Setting Your Photographic Goals

■ Lesson 4: Viewing Your First Picture

■ Lesson 5: Critiquing Your Work

■ Lesson 6: Choosing Your Picture Content Wisely

■ Lesson 7: Critiquing a Picture

■ Lesson 8: Creating Your First Picture

Assignments

Here is a list of all the assignments that you will complete in this module.

Module 1 Assignments		
Lesson 2	Assignment 1.1	Telephone Interview with Your Tutor/Marker
Lesson 3	Assignment 1.2	Your First Photography Goals
Lesson 5	Assignment 1.3	Critiquing Your First Picture
Lesson 6	Assignment 1.4 Assignment 1.5	Developing Your Own Code of Conduct Tough Questions!
Lesson 8	Assignment 1.6	Your First Creation

A Note about the Cover Sheets on the Following Pages

On the following pages, you will find three cover sheets. You will be using these when you send your assignments to your tutor/marker, but you do not need to be concerned about them at this time.

Module 1: Creating Pictures
Cover Sheet 1

Please place on top of your assignments to assist in proper recording of your work.

Send to:
ISO Tutor/Marker
555 Main Street
Winkler, MB R6W 1C4

Name: _____   Phone: _____

Address: _____

City/Town: _____   Postal Code: _____

Attending School: ❏ No   ❏ Yes   Email: _____

School Name: _____

For Office Use Only

Module 1: Creating Pictures

Date Received: _____   Date Returned: _____

		Marks
❏ Assignment 1.1: Telephone Interview with Your Tutor/Marker (pp. 31–33)		____ /10
❏ Assignment 1.2: Your First Photography Goals (pp. 39–43)		____ /6
	Total:	____ /16

Remarks:

(This form is available as a download at <http://www.edu.gov.mb.ca/k12/dl/downloads/ index.html> if you are submitting your assignments by email.)

Module 1: Creating Pictures
Cover Sheet 2

Please place on top of your assignments to assist in proper recording of your work.

Send to:
ISO Tutor/Marker
555 Main Street
Winkler, MB R6W 1C4

Name: _____   Phone: _____

Address: _____

City/Town: _____   Postal Code: _____

Attending School: ❏ No   ❏ Yes   Email: _____

School Name: _____

For Office Use Only

Module 1: Creating Pictures

Date Received: _____   Date Returned: _____

		Marks
❏ Assignment 1.3: Critiquing Your First Picture (pp. 75–77)		_____ /12
❏ Assignment 1.4: Developing Your Own Code of Conduct (p. 85)		_____ /10
❏ Assignment 1.5: Tough Questions (pp. 90–91)		_____ /11
❏ Assignment 1.6: Your First Creation (pp. 129–133)		_____ /11
	Total:	_____ /44

Remarks:

(This form is available as a download at <http://www.edu.gov.mb.ca/k12/dl/downloads/ index.html> if you are submitting your assignments by email.)

Module 2: Manipulating Your Pictures
Cover Sheet 3

Please place on top of your assignments to assist in proper recording of your work.

Send to:
ISO Tutor/Marker
555 Main Street
Winkler, MB R6W 1C4

Name: _____   Phone: _____

Address: _____

City/Town: _____   Postal Code: _____

Attending School: ❑ No   ❑ Yes   Email: _____

School Name: _____

For Office Use Only

Module 2: Manipulating Your Pictures

Date Received: _____ Date Returned: _____

	Marks
❑ Assignment 2.1: Completing the Cycle (pp. 6–9)	____ /4
❑ Assignment 2.2: Basic Fixes (pp. 43–44)	____ /24
❑ Assignment 2.3: Adding Effects to Your Pictures (pp. 90–92)	____ /16
❑ Assignment 2.4: Putting It All Together (pp. 94–99)	____ /14
Total:	____ /58

Remarks:

(This form is available as a download at <http://www.edu.gov.mb.ca/k12/dl/downloads/ index.html> if you are submitting your assignments by email.)

LESSON 2: TAKING YOUR FIRST PICTURE

Introduction

Welcome to the wonderful world of digital photography. In this lesson, you will jump right into your photographic journey. Photography, after all, is about taking pictures. In this lesson, you will

- capture a still image with a digital camera
- display an original graphic image

In order to make things easier for you as you capture your first picture using your digital camera, set your camera to fully automatic so you won't have to worry about all those buttons and switches.

Although you will be using your camera in the fully automatic mode, you will also begin to learn about the basic functions of your camera. This is important because the skills that you learn now will be the basis for all of your photography in the future.

Before you start using your camera, however, read what Oscar has to say. Oscar is a "virtual student" who is also taking this course. As he does so, he will keep a journal called "My Photographic Journey." You will find excerpts from this journal throughout the course. Reading them will help you learn. His first entry is right here:

My Photographic Journey

Hi! My name is Oscar. I am taking this course too and I am very excited about it. I have always been interested in photography and have taken lots of pictures, but I have never seriously thought about how or why I take pictures. I have skimmed through the course and it looks like there will be lots of opportunities for us to take pictures. More importantly, it looks like there will be lots of chances to learn about photography.

You will always find me in this special little box throughout the course. I will have lots of personal experiences to share with you. I am looking forward to working through the course with you.

(continued)

My Toolkit

It didn't take me very long to realize that this course package is very basic. That's because it has been written for all the different students who will be taking this course. That's great but, since I'm different from everybody else (and so are you), my photographic interests are also unique. So, I soon came to realize that I would want to read and learn from many different sources in addition to the notes.

At first, I didn't keep track of all the sources that I used to help me learn about photography. Then I found myself going back and looking up the same information over and over again. I found that there were some sources of information that I was using a lot, so I decided to make a toolkit. In my toolkit, I list some of the resources, references, mental notes, and many other things that I have found to be useful. Hopefully, this will make me more efficient.

Signing up for a free social bookmarking account at <http://delicious.com> will make it very easy to tuck away all the online resources you find, and just as really easy to find them again when you want them. This video helps you understand how this works: www.youtube.com/watch?v=x66lV7GOcNU

One reference that I keep coming back to again and again is my camera's user manual. I decided to list this as the first item in my toolkit because I use it so often. Unfortunately, the user manual for my digital camera is hard to read, so I asked my learning partner to help me understand it. My learning partner is an adult, and even he found it hard to understand! I performed a search on the Internet by simply typing in the model of my camera and found that there are lots of instructional books and videos designed to help me to learn how to operate my camera. I thought that it might be easier to learn all of the buttons and dials on my camera if I could see them actually being used rather than just reading about them, so I ordered an instructional video specifically designed for my camera. The video is on a DVD so I can watch parts of it at any time.

(continued)

If you have a YouTube account, you can create a playlist called "How My Camera Works" and add any instructional videos you find to it. You might just add the links to your delicious.com account and tag them "AboutMyCamera."

I also decided to use my toolkit to store miscellaneous notes, pictures, and other items that I might need again. For example, the course notes refer to the "background" of a picture. They say that the background should support my subject but not overpower it. I wasn't exactly sure what this means so I decided to see if I could find a picture with a good background and a picture with an overpowering background.

Once again, I did an Internet search using "pictures free download" as my search criteria. I thought that the Internet would be a valuable source of pictures that show both good and bad backgrounds. I wanted to make sure that I didn't steal somebody else's photograph so I made sure that I searched for "free" pictures. I found lots of Internet sites that offer free pictures.

You can find lots of Creative Commons (CC) licensed images by searching at <http://search.creativecommons.org/>. For a quick introduction to Creative Commons, see <www.creativecommons.org/videos/wanna-work-together>. Creative Commons is a non-profit organization that provides free, easy-to-use legal tools that allow individuals and organizations a simple way to grant copyright permissions for their creative work. Their site is worth looking into.

The site <www.freefoto.com> had a great picture of a bird called "The Common Buzzard." Here is the picture:

(continued)

I really liked the picture because it was such a great close-up of the bird. I particularly liked the way that the background was blurred, making the bird stand out even more. I decided to keep this picture in my toolkit as an example of a picture with a good background. I wanted to download and keep this picture in my toolkit but I was not sure if that was legal. I searched the site and found this statement:

"Also, non-commercial users may download our website images to use off-line in school projects, church services, leaflets, etc. Basically, if your off-line use is not commercial, you can download our website images for free. All we ask is that you follow these simple rules:

You must credit the FreeFoto.com website on your website or alongside any non-commercial printed use."

Since the picture itself has "FreeFoto.com" on it, and everyone who looks at the picture will see the credit, I believe that it will be okay to download this and save it to my delicious.com account. I also found a neat picture of a cat sitting on the dumpster at <www.bigfoto.com>. Here it is:

However, I thought that the background was a bit too distracting. In fact, the big red splotches of paint on the brick wall seemed to detract from the subject. I decided to keep this picture in my toolkit as an example of a picture with a background that is overpowering.

(continued)

The <www.bigfoto.com> site includes the following statement: "Images for private or educational purposes, including use by schools, universities, non-profit organizations, churches, etc., are free of charge."

Since I am using pictures from this site for educational purposes, I am confident that I am not stealing anyone else's work, so I tucked this away in my Delicious account, too. I soon realized that my toolkit would contain four different kinds of things:

- Printed Items: These include items such as definitions, book references, etc. I decided to print these and save them in a file folder.

- Physical Items: These would be items such as books, magazines, and videos. I decided to store these in a separate place while including a list of them along with my printed items.

- Pictures: I would store these in my "Digital Pictures" folder on my computer hard drive.

- Web Addresses: I would store these as bookmarks on my computer's web browser or in my Delicious account.

So, my toolkit is saved in four locations: a paper list of definitions; a list of books and videos, and playlist of videos in my YouTube account; bookmarked websites; and a folder full of pictures. I will be sure to keep updating it with all of the resources that I find throughout the course.

Your Camera

The first thing that you will need is a digital camera. A "point and shoot" camera is fine, but a single lens reflex (SLR) is even better.

Is Yours a Digital Camera or a Film Camera?

It is sometimes difficult to tell if a camera is digital or a film camera. Here are two sure ways to tell.

First, digital cameras always have an LCD Monitor on the back. This screen allows you to see the pictures that you have taken and, in most point-and-shoot cameras, is used to view the picture that you are about to take.

Second, digital cameras usually have the number of megapixels they display printed on the body of the camera.

As well, digital cameras often have words such as "Digital" printed on the case or refer to features such as "Digital Zoom." However, digital cameras are most easily identified by the viewing screen or the number of megapixels.

Is Your Camera Point and Shoot or Single Lens Reflex (SLR)?

How can you tell if your camera is a "point and shoot" or an SLR? Point-and-shoot cameras come in a large variety of sizes and shapes but they are much smaller than SLRs. SLRs are also easily recognized because they have large, interchangeable lenses at the front. Here is a picture of a point-and-shoot camera:

And here is a picture of an SLR:

Taking Your First Picture!

Begin by turning your camera on. There are many different models of cameras and many operate in slightly different ways, so it is not possible to give you precise directions about how to turn your model on. However, all cameras come with a user's manual and your camera's manual will give you clear instructions.

Next, make sure that your camera is on "Automatic" mode. Again, consult your manual for instructions. Some cameras have a "fully automatic" mode as well as a "semi-automatic" mode. Other cameras only have automatic mode, so there is no need to change any settings: it is always in automatic mode. Either of the above are okay choices. In automatic mode, the camera's internal computer will set most of the controls for you, leaving you free to concentrate on shooting the picture.

You may need to set the mode switch from "review" to "shooting" mode. Review mode allows you to see pictures on the LCD monitor that you have already taken, and shooting mode allows you to take a new picture. Set the switch for shooting mode. The mode switch might be a slider switch or a pushbutton. It might also be an electronic switch.

In some cameras, the LCD monitor cannot be used to view the subject. You must view your subject through the viewfinder. The viewfinder is the little window at the top of the camera through which you see your subject.

If your camera has a review/shooting switch, it is important to know that the function of most switches, dials, and other controls may change depending on whether the switch is set on review or on shooting. This can be very confusing at first. Many beginning photographers wonder why pushing a particular button on their camera does one thing today but something different tomorrow. It becomes much easier to understand when you realize that the functions of buttons change, depending on whether you are in review or shooting mode. Camera manufacturers do this to save space on very tiny cameras. One button can serve two purposes.

Now You Are Ready to Shoot!

Put your camera into shooting mode (if it has a preview/shooting switch). You will know if your camera is in shooting mode if the LCD monitor is "live." This means that, if you watch the LCD monitor as you move the camera around, the scene displayed will change, always showing what the camera is pointed at.

Pick a subject, any subject. It could be your dog, your house, or anything that you choose. Hold the camera securely with both hands. Use the viewfinder or the LCD monitor to get your subject into view. Of course, if your camera does not have a review/shooting switch, you will need to use the viewfinder.

Optical Zoom or Digital Zoom?

Optical zoom uses real lenses in your camera to make objects appear larger or closer. It is useful if your subject is small or far away. **Digital zoom** uses a small computer inside the camera to enlarge your pictures.

Optical zoom is better than digital zoom because optical zooming captures all of the pixels that the camera can manage. Digital zoom, on the other hand, merely enlarges a portion of your picture by spreading the pixels further apart to make the picture appear larger. If you enlarge the picture too much by using digital zoom, your pictures can appear blurry.

When you have your subject in view on the LCD monitor or in the viewfinder, push the shutter button halfway down and hold it there. Your camera will tell you if your subject is in focus and if the exposure is correct. You may hear a beep, or a green light may appear in the viewfinder or on the LCD monitor. You may get some other kind of message from your camera telling you that you are ready to shoot. In addition, if the lighting is dark, the flash may "pop up."

If you don't know what the shutter button is, the instruction manual for your camera will tell you how to find it. As well, different cameras will give you different indications of correct focus and exposure. Once again, consult your camera's manual. Slowly and gently, push the shutter down all the way to take the picture.

Now let's get going!

Viewing Your First Picture

One of the advantages of a digital camera is the ease with which you can view your pictures. Switch from shooting mode to review mode. You can easily see if you are in review mode by examining the LCD monitor: when your camera is in review mode, the images on the LCD monitor are "static"; they don't change when the camera is moved. Your first picture should appear on your LCD monitor. How does it look? Do you like it?

Congratulations! You have just taken your first picture. Soon you will be taking more and more pictures and your pictures will get better and better.

Learning Activity 1.1

Assess Your Camera Skills

To help you to see how well you are learning so far, you will now complete Learning Activity 1.1. Like all other learning activities in the course, it will help you to assess how well you are learning. You do not need to submit this learning activity (or any other learning activity) to your tutor/marker.

Part 1: Check off each item you have successfully completed.

❏ I was able to turn my camera on.

❏ I was able to find auto mode.

❏ I was able to hold my camera securely.

❏ I was able to find the screen/viewfinder.

❏ I was able to get my subject into view.

❏ I was able to push the shutter halfway down.

❏ I was able to get an indication of focus.

❏ I was able to push the shutter down all the way.

❏ I was able to view my picture on the review screen.

(continued)

Assess Your Camera Skills (continued)

Part 2: Check off the items that apply to the camera you used.

For shooting pictures, my camera uses the

❏ LCD monitor
❏ Viewfinder
❏ Both

The auto mode on my camera is

❏ a mechanical dial
❏ an electronic display on the screen
❏ other (specify) _____

The indicator of correct focus and correct exposure is

❏ a beep
❏ a screen indicator
❏ other (specify) _____

How did you do? Count your checked boxes. If you got most of them, congratulations! You are well on your way. If you missed or couldn't answer some, you need to go back and review the earlier part of this lesson.

In keeping with that first step in becoming a photographer, you will now do Assignment 1.1. This will be a very important (and easy) assignment because it connects you with your tutor/marker. Don't feel shy to contact your tutor/marker at any time during the course. He/she wants you to be a success in this course and is ready to give you any help that you need.

Assignment 1.1

A Telephone Interview with Your Tutor/Marker *(10 marks)*

In preparation for your phone interview with your tutor/marker, please complete Part A below, then telephone your tutor/marker and have a conversation with him/her.

Prior to your interview take a look at the photostreams of interesting Flickr users, such as:

flickr user: carf (www.flickr.com/photos/beija-flor/)

flickr user: Kevin McNeal (www.flickr.com/photos/kevinmcneal/)

flickr user: Lord V (www.flickr.com/photos/lordv/)

flickr user: D'arcy Norman (www.flickr.com/photos/dnorman/)

D'Arcy Norman also maintains his own photo blog, which you may find interesting and instructive. It's called Mindful Seeing: http://mindfulseeing.com/

Your tutor/marker will use the questions at the bottom of the following page to guide the conversation.

Be prepared to discuss these with your tutor/marker. Jot down a few notes. Of course, do not feel limited by these questions. Feel free to discuss any topic that you wish with your tutor/marker.

When your conversation is over, write a brief half-page summary about what you and your tutor/marker discussed for each question. You will be submitting this summary to your tutor/marker for assessment.

(continued)

A Telephone Interview with Your Tutor/Marker (continued)

Part A: *(5 marks for the phone interview portion of this assignment)*

Preparation for the Interview

Your tutor/marker will evaluate the phone interview based on your preparedness and completion of responses to the interview questions for five marks. Please contact your tutor/marker to make an appointment for this interview. It may take up to 30 minutes on the phone so you need to ensure that both of you are available for this time.

My tutor/marker's name is _____

I can phone my tutor/marker at the following toll-free number:_____. (The name and phone number of your tutor/marker was provided to you on a record of progress sheet – on white paper that was not enclosed in the course package). If you have misplaced this sheet, you will have to call the Distance Learning Unit and ask for the name and phone number of your tutor/marker.

Interview Questions:

1. What was the subject of your first picture?

2. What things do you like to photograph most?

3. What kind of camera do you use? What kind of image editing software will you be using? (Note: Remember the final exam will require you to be able to use image editing software.)

4. What do you hope to learn from this course?

5. What practical use do you think you'll find for the pictures that you create in this course?

6. Do you subscribe to or regularly read any photography magazines? You may wish to read or subscribe to Digital Photography School, a free online blog that will help you with your photography far beyond the end of this course. You can find it at <www.digital-photography-school.com/>.

7. After you have completed this course, where do you plan on going with your photography? Will it remain a hobby or do you plan to make photography a part of your future career?

(continued)

Assignment 1.1 (cont'd)

A Telephone Interview with Your Tutor/Marker (continued)

Part B: Half-Page Summary of Your Conversation with Your Tutor/ Marker *(5 marks)*

Now compose your half-page summary about your conversation with your tutor/marker. This is the only part of this assignment that you will be sending in for assessment. If you choose to mail it, you can write it on paper or use a word processor. If you wish to email it, you need to write it with a word processor. When you have completed Assignment 1.2, you will then attach Assignments 1.1 Part B and Assignment 1.2 to your email.

Lesson Summary

My Photographic Journey

After my conversation with my tutor/marker, I realized that I would need to think about my goals for this course and my goals for photography.

I realize that I will grow as a photographer in the future. Photography might remain just an interest for me or it may become part of my lifelong career. In either case, I will need to set some goals. The goals might be simple now but as I grow as a photographer, I could update, revise, and polish my goals.

I am not worried because my goals are not very sophisticated right now. I know that, as I work my way through this course, I will continue to become a better photographer. I know that I will revisit my goals again and again, and revise them each time. Soon they will become a road map for my photographic journey, wherever that may lead me.

Your conversation with your tutor/marker serves two very important purposes. The first is to introduce you to your tutor/marker, who is a very valuable resource for you. Feel free to contact your tutor/marker at any time. He or she is very knowledgeable about photography and is willing to help you, guide you, or just discuss photography with you. The second purpose is to help you start thinking about your future goals in photography.