

DIGITAL IMAGING FALL 2023  
SYLLABUS DIG2131C: 3 CREDITS

*This 3-credit course explores the aesthetic, technical, and conceptual practices of image making with digital media within the context of contemporary art. Students will examine how to perceive, communicate and create compelling digital images with an emphasis on the experimental and conceptual.*

*This syllabus has been constructed to be as complete as possible, but I may alter policies, procedures, and this syllabus as needed with notification to students. Any changes to this document will be announced to students with reasonable time to accommodate any changes made. Please utilize the Canvas course regularly as any changes to the syllabus will be posted there.*

**Schedule:** M/W 8:30 am – 11:30 am

**Locations:** ARCH 120

**Instructor:** Samuel Aye-Gboyin

**Email:** samuel.ayegboyin@ufl.edu

**Office Hours:** by appointment on Zoom

---

## COURSE DESCRIPTION

Course topics are addressed through lectures, demos, exercises, projects, readings, and student presentations. Students are evaluated based on contributions to class discussion, process work, presentations, critiques, and aesthetic, technical, and conceptual development in their digital image making practices.

## PREREQUISITE

Students enrolled in this course must be able to:

- Use required features of Canvas such as discussion boards and Assignments
- Send and receive attachments by e-mail

## LEARNING OBJECTIVES

Upon completion of this course, the student will be able to:

- Explore two-dimensional imaging concepts of composition and aesthetics
- Learn digital image capture and creation fundamentals
- Create work utilizing software fundamentals in Photoshop
- Research methods to inform visual art-making practice
- Document work development and process electronically

- Develop visual literacy and critical thinking skills through participating in critiques
- Learn about contemporary artists who work with digital imaging as part of their practice

## **REQUIREMENTS**

- Attending all scheduled classes
- Completing all coursework
- On-time completion of all assignments
- Participation in all class activities and discussions is necessary
- Sharing information and collaboration with others
- An effort to explore artworks and ideas beyond assigned work

## **CLASS FORMAT**

The entirety of class instruction, demos, lectures, and projects will be presented in person each week. Our class will utilize online distribution and dissemination of content through the utilization of Canvas.

This course consists of lectures, demos, in-class exercises, readings/research, written responses, projects, and critiques. Students should expect to work a minimum of 5 hours weekly beyond class time. Weekly content is laid out in modules and each week also has a page with the weekly expectations. Activities and projects to turn in are in assignments. Responses to readings and lectures are in discussions or in-class discussions. Project sheets will be available in modules at the start of each unit and will focus on learning specific techniques and software while developing nuanced concepts and imaging strategies.

The sketchbook for this course will take the form of a blog. You will use this blog in conjunction with Canvas as a central location to store each finished image for submission in this class. Course syllabus, readings, and other submission portals will be added to our E-Learning Canvas course shell throughout the semester. E-Learning: <https://elearning.ufl.edu/>

## **REQUIRED TEXTBOOK + SUPPLIES**

All required texts will be available on Canvas. Students require access to reliable internet and Adobe Creative Cloud. A media storage device such as a flash drive is also required for class projects and work.

## **CRITIQUES:**

Critiques for an art class are similar to quizzes and exams. All critiques are mandatory and are announced well in advance. Failure to attend or participate in a critique will adversely affect your grade. If you are sick on a critique day, you must have a doctor's note.

## **DOCUMENTATION & UPLOAD**

- All work must be documented and uploaded to Canvas for grading in a single PDF document, before the deadline.
- When documenting your work, consider whether scanning or photographing is more suitable.
- If you are photographing, consider lighting and composition for this process.

- Do not include your feet, hands and flooring as part of the documentation. Learn to document your work professionally.
- For video & other media-based works, please provide the instructor with a link and upload a minimum of 3 video stills in a single PDF to canvas.
- Please do not submit lengthy explanations about the work. That is what critiques are for. Create good documentation and work, then learn to trust the visual language and improve your visual vocabulary.

## **GRADING & SUBMISSIONS**

- Grades in this course are earned and not negotiable.
- Allow two weeks of grading time for every assignment.
- DO NOT send emails asking about grades; notification is sent once grades are posted.
- If you get zero because you did not upload your work to Canvas, please do not email your justification for not doing so; **UPLOAD THE WORK**.
- All works must be documented and turned in electronically on canvas for grading.
- Please submit work as a SINGLE PDF (maximum 1 MB).
- Please do not include any explanations under comments with your uploaded work; that's why we have critiques.
- NO EMAILS of works will be accepted; please upload all work to Canvas.
- All course work may be improved and resubmitted for grade reconsideration until the last day of class. Resubmission may or may not result in a change of grade. The goal of redoing assignments is self-improvement, not just self-affirmation.
- If you encounter any difficulties with the University email account or canvas, please contact the [helpdesk](#) or call 352-392-4357 to remove issue.

## **EVALUATION**

The purpose of grading is to help you understand your strengths and areas of improvement. To that end, you can rework and resubmit any assignment after critique and before April 19. Education and artistic growths are ongoing self-reflection and synthesis of learning, research and practice. Use this course as an opportunity to broaden the scope of your body of work. You can engage the instructor in how you can do so. For more information see the University's [Grades & Grading Policies](#).

Letter grades will be assigned based on the criteria outlined below. Please note that grades will not be subject to discussion, negotiation, or bargained. Only course work may be discussed. You will be kept informed of your performance throughout the course and be allowed to improve on your work.

### **Grading Scheme**

Grades for this course will be broken down as follows:

### **Grading Rubric & Grading Criteria**

*With quantity, comes quality.* Keep the ideas of experience and diversity in the fore as you think about your work. If by definition each experience is new, fresh and exciting, shouldn't the works experientially also be new, fresh, and exciting? Expect to spend 2-3 hours per course hour outside of class to get all your work done well. This is a generally accepted workload for college students.

Letter Grade	Percentages	Points	Reasoning
A	94 – 100	4.0	Work that goes beyond fulfilling assignments and demonstrates excellence on ALL counts
A–	93 – 90	3.67	
B+	89 – 87	3.33	
B	86 – 83	3.0	Work that fulfils all assignments and takes into account both conceptual and aesthetic concerns
B–	82 – 80	2.67	
C+	79 – 77	2.33	
C	76 – 73	2.0	Work that only fulfils assignments.
C–	72 – 70	1.67	
D+	69 – 67	1.33	
D	66 – 63	1.0	Work that does not meet class requirements and or assignments
D–	62 – 60	0.67	
E	59 – 0	0	Work is not turned in, and assignments are not done

Categories	Description & Meaning of Terms
Idea	Developing informed thought processes that generates sound concepts and demonstrate critical thinking. This could likely make contributions to culture and society at large.
Content	Ability to express and communicate ideas in visual vocabulary.
Execution	Ability to translate thoughts and concepts into clear physical manifestations that demonstrate use of artistic skills and crafts.
Innovation	Ability to incorporate new and unfamiliar ideas and processes into ones ideas.
Experimentation	Testing of multiple concepts and mediums to explore ideas and content.
Improvement & Development	Progress made over the course of the assignments.
On time Compilation	Completing all course work on time and being ready for critique.
On time Upload	Upload work in a timely manner for grading.
Collaboration	Collaborating and working with peers; offering constructive feedback. Please note: that this does not include offering up ideas to others for the assignment.
Attendance	Coming to all scheduled classes; on time and being fully engaged for the entire duration of the class meeting. <b>Please note that you cannot earn participation marks without attending classes.</b>
Participation	Participating in all class activities: listening to lectures and instruction, being prepared, working in class, being an active participant in critique and discussions.

## PLAGIARISM

Students are bound by The Honor Pledge, which states: "On my honor, I have neither given nor received unauthorized aid in doing this assignment." The Conduct Code specifies a number of behavior that violate this code and the possible sanctions. Click here to read the [Conduct Code](#). If you have any questions, please consult with the instructor.

Intentional plagiarism is defined as copying data, specific ideas, or another person's language (artwork) and representing it as one's own. Students may not present works and or ideas of another person (or source) in an assignment as their own.

In this course, plagiarism also includes:

- Having another individual do your coursework.
- Copying another person's ideas and artwork.
- Allowing another person to copy your work.
- Turning in work done for another class or previously made artworks.

## COURSE SCHEDULE

### Digital Imaging Weekly Calendar:

#### **WEEK 1, Aug 23**

Make a Site/Blog, Project 1

#### **WEEK 2 Aug 28 + 30**

Project 1

#### **WEEK 3 Sept 4 + 6**

Project 1

#### **WEEK 4 Sept 11 + 13**

Project 1 + Critique

#### **WEEK 5 Sept 18 + 20**

Project 2

#### **WEEK 6 Sept 25 + 27**

Project 2

#### **WEEK 7 Oct 2 + 4 (HOMECOMING WEEK)**

Project 2 + Critique

#### **WEEK 8 Oct 9+ 11 (Midterm Exam Week)**

Project 3

#### **WEEK 9 Oct 16 + 18**

Project 3

#### **WEEK 10 Oct 23 + 25**

Project 3

#### **WEEK 11 Oct 30 + Nov 1**

Project 3 + Critique

#### **WEEK 12 Nov 6 + 8**

Project 4

## WEEK 13 Nov 13 + 15

Project 4

## WEEK 14 Nov 20 + 22 (FALL RECESS)

## WEEK 15 Nov 27 + 29

Project 4

## WEEK 16 Dec 4 + 6

Project 4 + Final Critique

### LATE WORK

All late will be subject to a daily deduction of 10% from the final grade received for the assignment. Work turned in after critique on the due date is counted as one day late (-10%).

### ATTENDANCE & PARTICIPATION

Course attendance policies are consistent with [University Guidelines](#). Students are expected to attend all classes. You are required to work/participate in the duration of the scheduled class period. Full participation by showing completed work during all scheduled critiques is required along with active participation through shared ideas and commentary. **Marks are not assigned for attendance. However, a student with three or more unexcused absences may receive a failing grade for that course.**

#### Participation

Participation is an integral part of a thriving studio community. Everyone must do their part. Participation by **all** class members is critical to the success of a studio course. This exchange should be an honest and ongoing dialogue between all participants throughout the course. Participation is evaluated based on quality and frequency of engagement.

Participation includes all of the following:

- Attending all scheduled classes
- Arriving on time to class meetings
- Attentiveness during lectures and instructions
- Being prepared and working in class
- Sharing ideas, concepts, creative exploration and conceptual development
- Cooperating in group projects and activities
- Analyzing and offering opinions about work in progress and listening to and being an active participant in critique and discussions
- Consistency in a positive attitude and open-mindedness

#### Absences

Unexcused absences will result in a lower grade. Absences will be counted from the first class meeting onward. Acceptable reasons for absences include illness, serious family emergencies, judging trips, field trips, professional conferences, military obligations, severe weather conditions, religious holidays. In addition, participation in official university activities such as music performances, athletic competitions or debates or court-imposed legal obligations must be excused. Other sound reasons may be offered and considered on an individual basis.

## **Lateness & Leaving Early**

Attendance is taken at the beginning of each class in the form of a sign-in sheet. If you are not present at that time, you will be marked as absent. Leaving class early after signing in will be considered as an absence. Marks are not assigned for attendance. However, **students with three or more unexcused absences will be given a failing grade for that course.** If you know that you will be late or absent, please contact the instructor to take appropriate actions to keep your course work on track. **Please note that lateness and absence will affect your participation grade.**

## **Lab Assistance:**

Your go-to individual for technical help in computer labs is Michael Christopher, the Teaching Lab Specialist for Art + Tech and Graphic Design. I highly recommend you keep his information readily available or know how to locate it again here in the syllabus.

### **CONTACT INFORMATION**

[mchristo@ufl.edu](mailto:mchristo@ufl.edu)

[FAC, Room #313B](#)

## **Blog:**

Students will be required to start a classroom blog using Medium, WordPress, Blogger, Wix, or Weebly for this class. Students are responsible for making their work accessible through links to their blog. I highly recommend Medium for ease of use, and Wordpress if you feel very comfortable with these platforms. This blog will document all the progress and finished works for this class. Students will use the blog for presenting photographs for classroom critiques and instructor meetings. The blog will serve not only as a place to post and share work with the classroom and instructor, but also serve as a visual archive of work, while establishing an online visual presence for students as future creators. However Final works will also be submitted to Canvas.

## **ONLINE STUDENT EVALUATIONS**

Students are expected to provide feedback on the quality of instruction in this course based on ten criteria. These evaluations are conducted online at <https://gatorevals.aa.ufl.edu/students/>. Evaluations are typically open during the final two or three weeks of the semester. Still, students will be given specific times when they are accessible. Summary results of these assessments are available to students at <https://gatorevals.aa.ufl.edu/public-results/>

Your suggestions are always welcomed. Please let me know how the course can better service your learning and growth.

## **CONDUCT & BEHAVIOR**

*"Each person is responsible for his or her behavior".*

### **Conduct**

- The instructor will not tolerate disruptive behavior and rudeness.
- Lateness and leaving before class is over will affect your final grade.

- Not attending class because you did not complete your work is not acceptable.
- Differences in opinion are welcomed under an atmosphere of mutual respect and civility.
- All correspondence to the instructor must be through canvas or University email.
- While working on a computer, you CANNOT do email, text, social media.
- The following conduct will lead to a loss of 5 to 10 participation points each time:
  - Not Attending Critiques & Lectures
  - Engaging in other Conversations during Lectures & Critiques

### **Electronic Devices**

Checking your devices, including taking calls, texting, checking emails or social media during class, is disrespectful and unprofessional. Credible research evidence demonstrates having cell phones visible diminishes our ability to learn, and computer note-taking reduces the ability to process information. Checking texts, emails, and messages is unprofessional and disrespectful to our class community. Please put your phones away, do not check email, Instagram, text messages etc., in class.

### **ATMOSPHERE**

Our dialogues will explore some challenging issues to understand different perspectives. Some of our conversations will be demanding, and we may not always agree or understand each other. So we need to exercise patience, courage to speak honestly, rely on our imagination to empathize, and always respect one another's ideas and life experiences.

Effective learning and teaching are done in an atmosphere of creative exchange between class community members. Here are some thoughts and suggestions for cultivating community:

- Treat everyone as fellow artists; creatives need to work together to be successful.
- Active listener who seeks to understand.
- Celebrate multiple perspectives and experiences that others bring to our community.
- Be responsible for your statements, actions, interactions, academic performance.
- Remain open-minded; accept that your peers and professor are all operating in good faith.
- Do be reactive to challenging feedback, give yourself time to consider it and reflect on your responses.
- Use every class session and interaction with peers to think about your future as a creative.

### **DIFFICULTIES WITH COURSE WORK**

The instructor is here and ready to help you with any difficulties you may encounter that interfere with your abilities to successfully complete the course. Please let the instructor know immediately if you are having any challenges so that we can come up with a strategy together to mitigate your struggles. Please do not wait until the last minute or right before an assignment is due.

### **DISABILITY RESOURCES**

Students who experience learning barriers can request academic accommodations through the Disability Resource Center. Students need to share their accommodation letters with their instructor as early as possible in the semester. So that instructor and student can discuss how best to accommodate the student. The instructor will make every reasonable effort to make course materials accessible. [Click here to start pre-registration with the Disability Resource Center.](#)



## **SCHOOL OF ART + ART HISTORY: ENVIRONMENTAL HEALTH & SAFETY**

Each student must complete a Health & Safety STUDENT WAIVER FORM (available next to the copier in the SAAH office) or online (see address below). Waivers must be turned into the SAAH Director of Operations before the end of the 2nd week of classes. Because we use some hazardous materials as part of the electronic components that become part of our projects, please pay particular attention to the guidelines below. : <http://www.arts.ufl.edu/art/healthandsafety>

### **Area Specific Information: Art + Technology**

#### **Hazards of Materials**

Batteries, old monitors, lamps from digital projectors, if broken, may release mercury. THERE ARE NO KNOWN HEALTH HAZARDS FROM EXPOSURE TO LAMPS THAT ARE INTACT.

#### **Best Practices**

Though not much waste is generated, the Digital Media technician is certified for handling Hazardous Waste by the University of Florida.

#### **Area Rules**

- All users of the studio classrooms are expected to follow studio area rules at all times. If you have any questions, ask your instructor.
- Follow all SA+AH Health and Safety handbook guidelines (the handbook should be reviewed by your instructor and can be found at: [www.arts.ufl.edu/art/healthandsafety](http://www.arts.ufl.edu/art/healthandsafety))
- Follow the SA+AH Satellite Waste Management Chart in the classroom and other health & safety guidelines posted for your media.
- In case of emergency, call campus police at 392-1111
- File an incident report (forms may be found in the SAAH H&S handbook, the SAAH faculty handbook, and the main office.) Turn completed forms into the SAAH Director of Operations within 48 hours of the event.
- Alcohol is forbidden in studios.
- Familiarize yourself with the closest eyewash unit.
- No eating or drinking in the computer lab.
- Do not use spray adhesive in the studios or the building. There is a professional and safe paint spray booth in FAC-211A for your use.
- Shoes must be worn at all times.
- Protective equipment must be worn for hazardous work.
- Do not block aisles, halls or doors by storing items or work; this violates fire codes.
- Do not store anything on the floor; this impedes cleaning and creates a hazard.
- Installations must be removed as soon as possible after critique.

- Clean up spills immediately.
- Take items that do not fit into the trash to the dumpster and follow dumpster guidelines.

## **SA+AH CONTAINER POLICY**

### **LABELS**

There are 2 types of labels used in the SA+AH-- yellow and white. Both labels are found at the red MSDS box and are supplied by the SA+AH. Each is used for a different purpose.

#### **White:**

All new and or used products in containers must be labeled within the SA+AH to identify their contents. These include hazardous or what might be perceived as dangerous. Such as watered down gesso, graphite solutions, satellite containers of solvents, powders, spray paints, fixatives, oils, solvents, etc. Labels can be found at the MSDS box in each studio and work area. All containers must be marked with your name, contents, and date opened. All secondary/ satellite containers for hazardous materials must be marked with content, your name and the date opened. All unmarked containers will be disposed of without notice.

#### **Yellow:**

- WHEN HAZARDOUS ITEMS ARE DESIGNATED AS WASTE, all containers must have a yellow label identifying the contents designated as trash for weekly EHS pick up.
- Flammable solid containers (red flip top) must have a yellow hazardous waste label on the outside (top).
- 5-gallon jugs must have a yellow hazardous waste label on the outside.
- Fibrous containers must have a yellow hazardous waste label on the outside (top).
- Each item in the blue bin must have a yellow hazardous waste label.
- Note: Hazardous Waste labels should include all constituents in the waste mixture and approximately two percent of the total for that item and must add up to 100%.
- Labels should also include the Building and room number of the shop generating the waste along with the Waste Manager for your area, located on the SWMA sign near the sink or at the Waste Management Area.

## **UNIVERSITY POLICIES**

### **Reading Days**

The two days before the start of examinations in the fall and spring semesters, generally, a Thursday and Friday, are designated reading days. No classes or exams are held on these days. Instead, students are encouraged to use these days for study and review.

### **Twelve-day Rule**

Students who participate in official athletic or scholastic extracurricular activities are permitted

twelve (12) scholastic day absences per semester without penalty. In any case, it is the student's responsibility to maintain satisfactory academic performance and attendance.

### **University Illness Policy**

Students who are absent from classes or examinations because of illness should contact their professors. Please email the teacher before class meeting time if you cannot attend class due to illness. Please state your name, course, and why you will not be attending the class that day.

### **Absences for Religious Holidays**

Upon prior notification students, shall be excused from class or other scheduled academic activity to observe a religious holy day of their faith. Students shall be permitted a reasonable time to make up coursework covered in their absence. A student who believes that they have been unreasonably denied an education benefit due to religious beliefs or practices may seek redress through the student grievance procedure. <https://catalog.ufl.edu/UGRD/academic-regulations/attendance-policies/#religiousholidaystext>

### **Computer Use and Acceptable Use Policy**

All faculty, staff, and students of the University of Florida are required and expected to obey the laws and legal agreements governing software use. Failure to do so can lead to monetary damages or criminal penalties for the individual violator. Because such violations are also against University policies and rules, disciplinary action will be taken as appropriate. <https://it.ufl.edu/it-policies/acceptable-use/acceptable-use-policy/>

### **Disruptive Behavior**

Faculty, students, Administrative and Professional staff members, and other employees from now on referred to as "member(s)" of the University. Who intentionally act to impair, interfere with, or obstruct the University's mission, purposes, order, operations, processes, and functions. Shall be subject to appropriate disciplinary action by University authorities for misconduct, as outlined in the applicable rules of the Board of Regents and the University and state law governing such activities. A detailed list of disruptive conduct may be found at <http://www.aa.ufl.edu/aa/Rules/1008.ht>

### **Recordings**

Students are allowed to record video or audio of class lectures. However, the purposes for which these recordings may be used are strictly controlled. The only allowable use is:

- For personal, educational use
- In connection with a complaint to the University
- As evidence in, or in preparation for, a criminal or civil proceeding

All other purposes are prohibited. Specifically, students may not publish recorded lectures without the written consent of the instructor.

## **HEALTH & WELLNESS RESOURCES**

**U Matter, We Care:** If you or someone you know is in distress, please contact [U Matter, We Care website](#) to refer or report a concern, and a team member will reach out to the student in distress. Alternatively, you can call 352.392.1575 or send an email to [umatter@ufl.edu](mailto:umatter@ufl.edu)

**Counseling and Wellness Center:** [Visit the Counseling and Wellness Center website](#) or call 352-392-1575 for information on crisis services and non-crisis services.

**Student Health Care Center:** Call 352-392-1161 for 24/7 information to help you find the care you need, or [visit the Student Health Care Center website](#).

**University Police Department:** [Visit UF Police Department website](#) or call 352-392-1111 (or 9-1-1 for emergencies).

**UF Health Shands Emergency Room / Trauma Center:** For immediate medical care call 352-733-0111 or go to the emergency room at 1515 SW Archer Road, Gainesville, FL 32608; [Visit the UF Health Emergency Room and Trauma Center website](#).

**GatorWell Health Promotion Services:** For prevention services focused on optimal wellbeing, including Wellness Coaching for Academic Success, visit the [GatorWell website](#) or call 352-273-4450.

## ACADEMIC RESOURCES

### Critical Dates on the University Calendar

<https://catalog.ufl.edu/UGRD/dates-deadlines/2021-2022/#spring22text>

**E-learning technical support:** Contact the [UF Computing Help Desk](#) at 352-392-4357 or via e-mail at [helpdesk@ufl.edu](mailto:helpdesk@ufl.edu).

**Career Connections Center:** Reitz Union Suite 1300, 352-392-1601. [Career assistance and counseling services](#).

Library Support: Various ways to receive assistance with respect to [using the libraries or finding resources](#).

**Teaching Center:** Broward Hall, 352-392-2010 or to make an appointment 352- 392-6420. [General study skills and tutoring](#).

**Writing Studio:** 2215 Turlington Hall, 352-846-1138. Help brainstorming, formatting, and writing papers.

**Student Complaints On-Campus:** [Visit the Student Honor Code and Student Conduct Code webpage for more information](#).

**On-Line Students Complaints:** [View the Distance Learning Student Complaint Process](#).

### Safety and Security

University Police Department: <http://police.ufl.edu/>

Dial 911 for emergencies.

Dial 392-1111 otherwise.