

VM492-1: Photo Practicum (4 cr.)

Emerson College — Fall 2021 Syllabus (last revised on 9/1/2021)

Class Sessions: In-Person on Mondays, Remote on Wednesdays, 10 a.m. – 11:45 a.m.

On Campus Location: 180 Tremont Street, Ansin Bldg. #502

Synchronous Online Sessions: via Zoom (See invitation info in your Emerson email, Canvas & calendar)

Professor: Camilo Ramirez – Camilo_Ramirez@emerson.edu

Course Materials: [Canvas Course 1822671](#) & www.camramirez.com/teaching.html

Office Hours: Online Zoom Meeting ID: [938 1058 2932](#) PW: [966933](#) (Please note this differs from class sessions)
Tuesdays & Thursdays: 10am–11am, Wednesdays: 1pm–2pm, or by appointment.

Course Description:

Integrates, enriches, and solidifies a student's photographic skills building on past productions. Emphasis is placed on developing a personal vision and working toward completing and presenting an original portfolio. Explorations of various techniques and conceptual frameworks are encouraged. Long-term projects evolve in the context of peer-based critiques, field trips, gallery visits, artist talks, and professional development. May be taken once for 4 credits or twice consecutively for 8 credits as part of the [Bachelor of Fine Arts Production Track](#).

Prerequisites: Junior standing, completion of a 300 level photography production course.

BFA candidates require approval of photography faculty by application.

Student Learning Objectives:

- Develop a single advanced and extended project for an entire semester.
- Write a clear and accessible artist statement that describes their work.
- Document their practice and progress in a visual research journal.
- Develop professional promotional materials and practices for use beyond this course.
- Collaborate with classmates throughout the semester on common goals for this course.

Expectations:

Since we are all entering into this **FLEX Course** voluntarily and from the beginning, here are our class guidelines: Students required to complete all assignments on time and attend class as agreed upon. If on Zoom, being present means your camera on at all times and ready to fully participate (or see me during office hours if you have an issue that prevents this). Includes regularly shooting & printing new pictures (or equivalent) and attending each critique. Coming prepared, with new pictures to edit or print or the equivalent deliverables. Students should expect to spend time outside of class for shooting, editing and/or printing new photographs. Active participation during critiques is required. Students will share work in progress and examples of work that has influenced them, photos, notes, drawings, readings, videos, etc. Each student is responsible for having all required supplies for this course. Check your email daily. I will notify you of any updates or changes to the course during the semester via email.

However, during this pandemic we are all still coping with the effects of this evolving virus, social distancing, teaching and learning in mixed modalities, mastering new technologies and etiquettes, and having varied access to learning resources. **Therefore, everyone's health and wellness will come first in this course, and we will work together to adjust for any unplanned events and/or changing needs as they happen.** I will strive for the most humane and healthy options available. Students must follow all [VMA Covid-19 Guidelines](#) and all college-wide [Covid-19 protocols](#) when on campus. This includes wearing a mask at all times, maintaining social distancing, hand sanitation, etc. If you feel sick for any reason, do not come to class, let me know right away, stay in touch, and follow any college screening protocols including self-reporting and quarantine if necessary. The VMA department requires that students read the [VMA Covid-19 Safety Guidelines](#) and sign safety forms via the [Production Portal](#).

As part of this, we will generally prioritize the most humane option as being the best choice, and will emphasize:

- › Supporting each other as humans
- › Simple solutions that make sense for the most of us
- › Sharing resources and communicating clearly
- › Accessible asynchronous content for varied access and contexts when needed
- › In-person and synchronous discussions to learn together by sharing feedback, ideas, and works in progress
- › Flexibility in realizing that everybody needs support and understanding through this unprecedented time

About Recorded Class Sessions & Consent:

In order to adhere to FERPA requirements and protect everyone's privacy, in-person classes will not be recorded. Online classes may be recorded, but only by the instructor, and with express written and unanimous consent of every student in the class as per [Emerson's Recording Policy & Consent Form](#). Any class recordings will only be made available to enrolled students & the instructor until the end of the term.

Mobile Devices:

- The purpose of this policy is to maintain a respectful and equitable learning environment to all.
- The use of mobile devices in class is strictly prohibited unless otherwise instructed.
- Your phone should be turned off and put away when you enter the classroom or begin class remotely.
- Under no circumstances should you ever make or answer phone calls during class.
- Text messaging, web browsing, even checking the screen on your device is also prohibited.

Textbooks (Recommended):

The Rise: Creativity, the Gift of Failure, and the Search for Mastery, by Sarah Lewis, ISBN: 978-1451629248
Photowork: Forty Photographers on Process and Practice, by Sasha Wolf, ISBN: 978-1597114592
The Photograph as Contemporary Art (3rd Ed.), by Charlotte Cotton, ISBN: 978-0500204184
Why People Photograph, by Robert Adams, ISBN: 978-0893816032
Regarding the Pain of Others, by Susan Sontag, ISBN: 978-0312422196

Supplies and Materials:

Required Supplies and Materials:

- [Required EDC Contract Agreement Presentation in order to check out Emerson Equipment](#)
- [Required MTP Darkroom and Photo Facilities Presentation and Contract in order to use Photo Facilities](#)
- An email address that you check daily
- A high-res digital or still film camera, that fits the needs of your ideas (also available for checkout at the EDC).
- Inkjet Paper: Your choice of brand and surface, letter size (also consider large format/roll or double sided papers).
- Color Film: Your choice of Medium or 4x5 format. Kodak Portra 400NC.
- Color Film Processing Service: each roll of color film must be developed externally (C-41 Processing)
- Negative Sleeves - PrintFile brand 120-3HB, 25pack (let's talk if you are shooting 4x5)
- 3-ring Negative Box
- Anti-Static Orange cloth for negatives
- Any form of portable media that you can use to easily store and retrieve your work
- Journal/Notebook for use as a way of gathering and exploring ideas, organizing your project logistics, etc.

Recommended Supplies and Materials:

- Inkjet Paper: Large Format Inkjet Paper in sheets 13"x19" up to 17"x22". Or a 24"x100' roll of a specialty paper.
- 8x10" Negative Sleeves for contact sheets - PrintFile brand, Model: 810-1HB, 25pack
- Tripod & mechanical cable release for 35mm cameras (or remote release for your D-SLR)
- Display Calibrator, such as an i1 Display Pro (available for checkout at the EDC)
- Adobe Suite & a compatible computer

Getting your Supplies and Color Film Processing:

Equipment: The least expensive way to buy film and supplies is online through stores such as [B&H](#) and [Adorama](#). Locally, you can try [Hunt's](#) in Cambridge and Kenmore Square, and [Newtonville Camera](#) in Newton. For camera equipment you should also try [Joe & Karen's Cameras](#) (617- 770-3446), they have excellent prices. Emerson provides students with the Adobe Suite and and more hardware/software support, visit (support.emerson.edu). When shopping anywhere, ways remember to ask for a student discount.

Film Processing: Some local places such as [Hunt's](#), [Lumentation](#), [Colortek](#), and [Panopticon](#) do (C-41) color film processing so shop around. Just be sure to plan ahead and give yourself enough time to both ship, process, and receive your film in time for class deadlines, *since ultimately you are responsible for developing your film on time.*

Grading and Standards:

Grades will be earned in points throughout the semester by completing assignments, critiques and other deliverables. The total points possible and all grading criteria are specified in each Phase Description sheet, which are in service of a single semester-long project. Each Phase Critique is weighed with the highest values. The emphasis will be on the progress & quality of work produced, and how well the material in class is incorporated into your semester-long project. This is a practicum, upper-level capstone course, and above average work is expected from everyone. Before each turning in each assignment and critique, ask yourself the following questions:

1. Have you accomplished your stated intention?
2. Does your work communicate your ideas clearly to other viewers?
3. Are your materials and techniques the most effective for your concept?
4. Is your presentation/craft the best it can be?
5. Is your work consistently presented on time?

The total points earned throughout the term are factored against total possible points into a percentage which determines the Final Course Grade according to this **Course Grade Scale**:

A	93% - 100%	C+	77% - 79%
A-	90% - 92%	C	73% - 76%
B+	87% - 89% *	C-	70% - 72%
B	83% - 86%	D	60% - 69%
B-	80% - 82%	F	59% and under *

Apart from assignment grading: absences, tardies, leaving class early, and being unprepared can also negatively affect your Course Grade as stated in the following Attendance Policy section.*

Attendance Policy:

During this pandemic, everyone's health and wellness takes priority over any attendance policy, therefore health guidelines will override the following requirements and I will work with you to the best of my ability toward the most humane and healthy options available, while doing my best to maintain equity for everyone in the course. If you feel sick for any reason, do not come to class, let me know right away, stay in touch, and follow any [Covid-19 protocols](#) including self-reporting and quarantine if necessary. Communication is key.

- Outside of required Covid-19 policies, good attendance is absolutely critical to this course as specified below:
- Late work is unacceptable and may only be accepted/graded at my discretion, and usually for 50% credit.
- If absent, it is your responsibility to make arrangements to deliver your work on the due date.
- If absent, it is your responsibility to find out what you've missed and turn in any pending work.
- If absent, it is your responsibility to find out if the Course Calendar/Schedule has been updated.
- Poor attendance can negatively affect your Course Grade as described in the following tables.*

TARDIES, etc.	COUNT AS:
1 Tardy	½ of an Absence
1 Early Class Departure	½ of an Absence
Coming to Class Unprepared	½ of an Absence

ABSENCES	COUNT AS:
1 Absence	Course Grade not affected
2 Absences *	Course Grade is no greater than B+
3 Absences *	Automatic F (Course Failure)

For additional information on attendance see the Student Handbook:
<https://www.emerson.edu/policies/attendance>

Plagiarism and Academic Misconduct Statement:

It is the responsibility of all Emerson students to know and adhere to the College's policy on plagiarism. If you have any questions concerning the Emerson plagiarism policy or about documentation of sources in work you produce in this course, you should speak to your instructor. Also see the Student Handbook for more information:

<https://www.emerson.edu/departments/student-affairs/undergraduate-student-handbook/academic-standards-resources#AcademicMisconduct>

Accommodations for Students with Disabilities:

Emerson is committed to providing equal access and support to all qualified students through the provision of reasonable accommodations, so that each student may fully participate in the Emerson experience. Student Accessibility Services (SAS) staff will be working remotely for the fall of 2020. If you have a disability that may require accommodations, please contact them at SAS@emerson.edu or at (617) 824-8592 to make an appointment with an SAS staff member. Students are encouraged to contact SAS early in the semester. Please be aware that accommodations are not applied retroactively.

Emerson College Title IX Statement:

I am a responsible employee at Emerson College which means I am not a confidential resource. I will keep your information as private as I can, however, if you disclose information that may violate [Emerson's Power-based Interpersonal Violence Policy](#) I must report it to the [Title IX Coordinator](#). You may also [contact the College Title IX Coordinator directly](#). **Alternatively**, If you would like to speak with someone confidentially, please contact the [Healing & Advocacy Collective](#), [Counseling and Psychological Services](#), or [Health and Wellness](#).

VMA Safety Statements/Guidelines, Acknowledgement:

Safety is always a concern on any film or video set; safety training is also a requirement for employment in the production industry. Emerson supports safety measures and requires safety training through seminars and the [VMA Student Production Safety Manual](#). The [VMA Student Production Safety Manual](#) is required reading for all students participating on any Emerson film.

Students participating in any Emerson film or video production must meet all requirements as set forth by the Emerson College Safety Manual and Lenny Manzo, the Director of Production and Safety (DPS).

Students with questions or concerns should contact **Lenny Manzo** (DPS) at (617) 824-8126 or leonard_manzo@emerson.edu. In case of emergency, the PRODUCTION SAFETY HOTLINE can be reached 24/7 at (617) 939-1311.

As an addendum to the [VMA Student Production Safety Manual](#), the VMA department requires that production students read the [VMA Covid-19 Safety Guidelines](#), sign safety forms via the [Production Portal](#). Please follow these links sign any required forms by the first week of classes.

Working with Minors Statement:

All Students will familiarize themselves with the College's [policies on minors](#). At no time is a student to be one-on-one with a minor without a guardian present. For more information from VMA on Safety or Working with Minors please visit: <https://www.emerson.edu/sites/default/files/Files/VMA%20Safety%20Manual%20Update%207-7-21.pdf>

Diversity Statement:

Every student in this class will be honored and respected as an individual with distinct experiences, talents, and backgrounds. Students will be treated fairly regardless of race, religion, sexual orientation, gender identification, disability, socio-economic status, or national identity. Issues of diversity may be a part of class discussion, assigned material, and projects. The instructor will make every effort to ensure that an inclusive environment exists for all students.

Course Calendar:

- **The following schedule is subject to change at my discretion.**
- Late work is unacceptable and may only be accepted/graded at my discretion, typically for 50% credit max.
- If absent, it is your responsibility to make arrangements to deliver your work on the due date.
- If absent, it is your responsibility to find out what you've missed and turn in any pending work.
- If absent, it is your responsibility to find out if the Course Calendar/Schedule has been updated.

Class	Date	Lesson Topics this week	Due this class	Due next class
#1	Tue 8/31	<ul style="list-style-type: none"> • Introduction to the course • Review syllabus • Online Class Materials • HD, Backups & Online Album setup • Email Communication Test • Recording Consent Forms (if needed) • VMA Safety Guidelines Form • EDC Presentation & Contracts • Introduction to Phase #1 • Vote on Course Modality Adjustment 	—	<ul style="list-style-type: none"> • <i>Read Phase #1 worksheet</i> • <i>Set up your hard-drive, backups, etc.</i> • <i>Set up Phase #1 online albums, etc.</i> • <i>Upload 1 pg. Project proposal</i> • <i>Obtain all required course materials.</i> • <i>Be prepared to discuss your written statement with the class as well as discuss your peers'.</i>
#2	Wed 9/1 ZOOM	<ul style="list-style-type: none"> • Photo Facilities Contracts • Research Journals • Medium & Large Format Cameras • Film Stock Selections Chart • Read written statements out loud & show work in progress (contact sheets / journals) 	<ul style="list-style-type: none"> • Read Phase #1 worksheet • Set up your hard-drive, backups, etc. • Set up Phase #1 online albums, etc. • Upload 1 pg. Project proposal • Obtain all required course materials. • Be prepared to discuss your written statement with the class as well as discuss your peers'. 	<ul style="list-style-type: none"> • <i>Email test due by Sunday 9/5</i> • <i>Recording Consent Form (if needed)</i> • <i>VMA Covid Safety Guidelines Form</i> • <i>EDC Presentation & Contract</i> • <i>Photo Facilities Contracts</i> • <i>Reading What Do Photographers Owe Their Subjects (Alina Cohen)</i> • <i>Shoot, process and sleeve min. 2 rolls of 120 or equivalent.</i>
➤	Mon 9/6	No Class - Labor Day	—	<ul style="list-style-type: none"> • See above
#3	Wed 9/8 ZOOM	<ul style="list-style-type: none"> • Reading Discussion • Loss & Desire (J. Antoni) 	<ul style="list-style-type: none"> • Email test due by Sunday 9/5 • Recording Consent Form (if needed) • VMA Covid Safety Guidelines Form • EDC Presentation & Contract • Photo Facilities Contracts • Reading What Do Photographers Owe Their Subjects (Alina Cohen) • Shoot, process and sleeve min. 2 rolls of 120 or equivalent. 	<ul style="list-style-type: none"> • <i>Shoot, process and sleeve min. 2 rolls of 120 or equivalent.</i> • <i>Bring 4 rolls of sleeved film</i>
#4	Mon 9/13	<ul style="list-style-type: none"> • Flextight Scanner Demo • Flatbed Scanning • View work of various artists 	<ul style="list-style-type: none"> • Shoot, process and sleeve min. 2 rolls of 120 or equivalent. • Bring 4 rolls of sleeved film 	<ul style="list-style-type: none"> • <i>Continue to process & digitize your contact sheets and individual raw scans</i> • <i>Continue progress on your Artist Journal</i>
#5	Wed 9/15 ZOOM	<ul style="list-style-type: none"> • HD Setup for LR, Backups • Discuss Photography Resources & Exhibition Installation Options • View work of various artists 	<ul style="list-style-type: none"> • Continue to process & digitize your contact sheets and individual raw scans • Continue progress on your Artist Journal 	<ul style="list-style-type: none"> • <i>Shoot, process and sleeve min. 2 rolls of 120 or equivalent.</i>
#6	* Mon 9/20	<ul style="list-style-type: none"> • Field Trip - • * Meet in Huret & Spector Gallery: Marlboro Collection of Photographs • Meet w/ Installation Manager • Review of Phase #1 Deliverables & Critique Guidelines 	<ul style="list-style-type: none"> • <i>Shoot, process and sleeve min. 2 rolls of 120 or equivalent.</i> 	<ul style="list-style-type: none"> • <i>8-10 Good Prints (or equivalent)</i> • <i>Artist Journal Progress</i> • <i>Contact Sheets for all rolls or RAW files shot</i>

Class	Date	Lesson Topics this week	Due this class	Due next class
#7	Wed 9/22 ZOOM ?	<ul style="list-style-type: none"> • Critique for Phase #1 (Group A) • * Possibly meet in Person (TBD) 	<ul style="list-style-type: none"> • Group A Critique Deliverables: • Revised Written Statement • 8 Good Prints (or equivalent) • Artist Journal Progress • Contact Sheets for all rolls or RAW files shot • Digital uploads of all Deliverables 	<ul style="list-style-type: none"> • Group A: Reflection period– Collect new research materials for Journals, revise statement as needed. • Group B: Prepare to Present • Everyone: Online Discussion Feedback
#8	Mon 9/27	<ul style="list-style-type: none"> • Critique for Phase #1 (Group B) • Introduction to Phase #2 	<ul style="list-style-type: none"> • Group A: Reflection period– Collect new research materials for Journals, revise statement as needed. • Group B: Prepare to Present • Everyone: Online Discussion Feedback 	<ul style="list-style-type: none"> • Finish Online Discussion Feedback • Read Phase #2 Worksheet
#9	Wed 9/29 ZOOM	<ul style="list-style-type: none"> • Phase #2 Q&A • Assign Exhibition Roles and discuss logistics plan • Lightroom Importing Images 	<ul style="list-style-type: none"> • Bring all Reflection & new research materials from Journals for Discussion • Read Phase #2 Worksheet 	<ul style="list-style-type: none"> • Shoot, process and sleeve min. 2 rolls of 120 or equivalent. • Begin work on exhibition logistics
#10	Mon 10/4	<ul style="list-style-type: none"> • Basic RAW Workflow for color • Working with Scans and Photoshop from Lightroom 	<ul style="list-style-type: none"> • Shoot, process and sleeve min. 2 rolls of 120 or equivalent. • Begin work on exhibition logistics 	<ul style="list-style-type: none"> • Reading (TBD) • Write down at least 2 questions in advance for our Guest Artist
#11	Wed 10/6 ZOOM	<ul style="list-style-type: none"> • Visiting Artist Presentation & Discussion 	<ul style="list-style-type: none"> • Reading (TBD) • Write down at least 2 questions in advance for our Guest Artist 	<ul style="list-style-type: none"> • Shoot, process and sleeve min. 2 rolls of 120 or equivalent. • Continue progress on your Artist Journal
➤	Mon 10/11	No Class - Indigenous People's Day	—	• See Above
#12	Wed 10/13 ZOOM	<ul style="list-style-type: none"> • Digital Medium Format Cameras • View work of various artists 	<ul style="list-style-type: none"> • Shoot, process and sleeve min. 2 rolls of 120 or equivalent. • Continue progress on your Artist Journal 	<ul style="list-style-type: none"> • Shoot, process and sleeve min. 2 rolls of 120 or equivalent. • Continue progress on exhibition logistics
#13	Mon 10/18	<ul style="list-style-type: none"> • Total Workflow Review • Workshop Session (Project and Exhibition Checkins) • Review of Phase #2 Deliverables & Critique Guidelines 	<ul style="list-style-type: none"> • Shoot, process and sleeve min. 2 rolls of 120 or equivalent. • Continue progress on exhibition logistics 	<ul style="list-style-type: none"> • Group A Critique Deliverables: • 8-10 Great Prints (or equivalent) • Revised Artist Statement • Artist Journal • Contact Sheets for all rolls or RAW files shot
#14	Wed 10/20 ZOOM ?	<ul style="list-style-type: none"> • Critique for Phase #2 (Group A) • * Possibly meet in Person (TBD) 	<ul style="list-style-type: none"> • Group A Critique Deliverables: • Revised Written Statement • 10 Great Prints (or equivalent) • Artist Journal Progress • Contact Sheets for all rolls or RAW files shot • Digital uploads of all Deliverables 	<ul style="list-style-type: none"> • Group A: Reflection period– Collect new research materials for Journals, revise statement as needed. • Group B: Prepare to Present • Everyone: Online Discussion Feedback
#15	Mon 10/25	<ul style="list-style-type: none"> • Critique for Phase #2 (Group B) • Introduction to Phase #3 	<ul style="list-style-type: none"> • Group A: Reflection period– Collect new research materials for Journals, revise statement as needed. • Group B: Prepare to Present • Everyone: Online Discussion Feedback 	<ul style="list-style-type: none"> • Finish Online Discussion Feedback • Read Phase #3 Worksheet
#16	Wed 10/27 ZOOM	<ul style="list-style-type: none"> • Phase #3 Q&A • Logistics and Planning Check-in • Artist Statements, Titles, & CV's 	<ul style="list-style-type: none"> • Bring all Reflection & new research materials from Journals for Discussion • Read Phase #3 Worksheet 	<ul style="list-style-type: none"> • Shoot, process and sleeve min. 2 rolls of 120 or equivalent. • Continue work on exhibition logistics

Class	Date	Lesson Topics this week	Due this class	Due next class
#17	Mon 11/1	<ul style="list-style-type: none"> Printing Workflow Review Photo Books 	<ul style="list-style-type: none"> Shoot, process and sleeve min. 2 rolls of 120 or equivalent. Continue work on exhibition logistics 	<ul style="list-style-type: none"> Reading - Deana Lawson's Nation Write down at least 2 questions in advance for our discussion
#18	Wed 11/3 ZOOM	<ul style="list-style-type: none"> Reading Discussion Artist Statements & CV's Framing / Portfolios / Presentation 	<ul style="list-style-type: none"> Reading - Deana Lawson's Nation Write down at least 2 questions in advance for our discussion 	<ul style="list-style-type: none"> Wear walking shoes! Meet at the ICA at 9:55am sharp Questions in Art Criticism Worksheet (will be completed in class) Shoot, process and sleeve min. 2 rolls of 120 or equivalent.
#19	Mon 11/8	<ul style="list-style-type: none"> Field Trip - ICA Boston 	<ul style="list-style-type: none"> Wear walking shoes! Meet at the ICA at 9:55am sharp Questions in Art Criticism Worksheet (will be completed in class) Shoot, process and sleeve min. 2 rolls of 120 or equivalent. 	<ul style="list-style-type: none"> Shoot, process and sleeve min. 2 rolls of 120 or equivalent. Continue progress on exhibition logistics
#20	Wed 11/10 ZOOM ?	<ul style="list-style-type: none"> * Possibly meet in Person (TBD) Large Format Printing Print and Online Stationary Review of Phase #3 Deliverables Workshop Session (Project and Exhibition Checkins) 	<ul style="list-style-type: none"> Questions in Art Criticism 1pg response paper 	<ul style="list-style-type: none"> Group A Critique Deliverables: 10 Excellent Prints approaching exhibition quality (or equivalent) Revised Artist Statement & Working Title Artist Journal Progress Contact Sheets for all rolls or RAW files shot
#21	Mon 11/15	<ul style="list-style-type: none"> Phase 3 - Final Critique (A) 	<ul style="list-style-type: none"> Group A Critique Deliverables: 10 Excellent Prints approaching exhibition quality (or equivalent) Revised Artist Statement & Working Title Artist Journal Progress Contact Sheets for all rolls or RAW files shot 	<ul style="list-style-type: none"> Group A: Reflection period– Collect new research materials for Journals, revise statement as needed. Group B: Prepare to Present Everyone: Online Discussion Feedback
#22	Wed 11/17 ZOOM ?	<ul style="list-style-type: none"> Phase 3 - Final Critique (B) * Possibly meet in Person (TBD) Introduction to Phase #4 	<ul style="list-style-type: none"> Group A: Reflection period– Collect new research materials for Journals, revise statement as needed. Group B: Prepare to Present Everyone: Online Discussion Feedback 	<ul style="list-style-type: none"> Finish Online Discussion Feedback Read Phase #4 Worksheet
#23	Mon 11/22	<ul style="list-style-type: none"> Phase #4 Q&A Logistics and Planning Check-in Gallery Exhibition Maps & Models 	<ul style="list-style-type: none"> Bring all Reflection & new research materials from Journals for Discussion Read Phase #4 Worksheet 	<ul style="list-style-type: none"> Finalize Titles, Statement and Installation Plan Final Printing, Framing, Assembly of Installation Materials Finalize exhibition logistics
➤	Wed 11/24	No Class - Thanksgiving Break	—	<ul style="list-style-type: none"> See Above
#24	Mon 11/29	<ul style="list-style-type: none"> Output for print, press, and web. Documenting Installations Organizational & Inventory Systems 	<ul style="list-style-type: none"> Finalize Titles, Statement and Installation Plan Final Printing, Framing, Assembly of Installation Materials Finalize exhibition logistics 	<ul style="list-style-type: none"> Finalize Titles, Statement and Installation Plan Final Printing, Framing, Assembly of Installation Materials Finalize exhibition logistics

Class	Date	Lesson Topics this week	Due this class	Due next class
#25	Wed 12/1 ZOOM	<ul style="list-style-type: none"> • Online Publishing Platforms • Professional and Exhibition Submissions/Opportunities • Final Workshop Session before exhibition installation 	<ul style="list-style-type: none"> • Finalize Titles, Statement and Installation Plan • Final Printing, Framing, Assembly of Installation Materials • Finalize exhibition logistics 	<ul style="list-style-type: none"> • <i>Finalize Titles, Statement and Installation Plan</i> • <i>Final Printing, Framing, Assembly of Installation Materials</i> • <i>Finalize exhibition logistics</i> • Install your work in the Gallery
➤	Fri– Sun 12/3– 12/5	Exhibition Installation Dates: 12/3 Fri: May be not available, TBD 12/4 Sat: Available 12/5 Sun: Available	<ul style="list-style-type: none"> • Finalize Titles, Statement and Installation Plan • Final Printing, Framing, Assembly of Installation Materials • Finalize exhibition logistics • Install your work in the Gallery 	<ul style="list-style-type: none"> • <i>Labels, Lighting, and any small polishing details to be completed in class on Monday</i>
#26	Mon 12/6	Gallery Installation Finalization: <ul style="list-style-type: none"> • Lighting • Install Labels & Wall Text • Final Details for Opening/Reception! 	<ul style="list-style-type: none"> • Labels, Lighting, and any small polishing details to be completed in class on Monday 	<ul style="list-style-type: none"> • <i>Host Reception</i> • <i>Hold Gallery Hours for visitors</i> • <i>Continue to promote the exhibition</i> • Group A Critique Deliverables: • <i>Professional quality installation of at least 10 prints (or equivalent)</i> • <i>Finalized and installed Artist Statement & Titles</i> • <i>Installation Documentation Photos</i> • <i>Artist Journal Progress</i> • <i>Contact Sheets for any new rolls or RAW files shot</i>
➤	12/6– 12/10	Practicum Exhibition Week: <ul style="list-style-type: none"> • Official Opening: 12/6, 12pm • Opening Reception: 12/6, 4–6:30pm • Open Gallery Hours Tue–Fri: TBD 	<ul style="list-style-type: none"> • <i>Host Reception on 12/6</i> • <i>Hold Gallery Hours for visitors 12/7–12/10</i> • <i>Continue to promote the exhibition</i> 	<ul style="list-style-type: none"> • <i>See Above</i>
#27	* Wed 12/8	<ul style="list-style-type: none"> • Phase 4 - Final Critique (A) • * Meet in Huret & Spector Gallery 	<ul style="list-style-type: none"> • Group A Critique Deliverables: • <i>Professional quality installation of at least 10 prints (or equivalent)</i> • <i>Finalized and installed Artist Statement & Titles</i> • <i>Installation Documentation Photos</i> • <i>Artist Journal Progress</i> • <i>Contact Sheets for any new rolls or RAW files shot</i> 	<ul style="list-style-type: none"> • Same Critique Deliverables for Group B
#28	* Mon 12/13	<ul style="list-style-type: none"> • Phase 4 - Final Critique (B) • * Meet in Huret & Spector Gallery 	<ul style="list-style-type: none"> • Group B Critique Deliverables same as above 	<ul style="list-style-type: none"> • <i>De-Install your work from the gallery (on 12/13, beginning @ 11:45am)</i> • <i>Finish Online Discussion Feedback</i> • Rest, reflect, and enjoy your winter Break!