

WEEKLY CLASS LESSON PLAN

- WEEK 1 INTRODUCTIONS
DISTRIBUTE CLASS SUMMARY + GRADING PROCEDURES
DISTRIBUTE PHILANTHROPY PROJECT ASSIGNMENT
- MAKE PORTRAITS - 5D TETHERED SHOOTING
- WORKFLOW PART 1
FILING STRUCTURE + PHOTO FOLDER TEMPLATE
CAPTURE
DOWNLOAD + BACKUP TO DISK
HARDWARE & SOFTWARE
CALIBRATE MONITOR
WORK DRIVES (2-DRIVE MIRROR RAID)
INCREMENTAL BACKUP (3RD DRIVE FOR RAID
FOR OFF-SITE STORAGE)
ARCHIVE DRIVES (2-DRIVE MIRROR RAID)
- WEEK 2 **[3 PROJECT CLIENTS/IDEAS DUE]**
- WORKFLOW PART 2
SET UP BRIDGE
PREFS
WORKSPACE
FILE RENAME
METADATA TEMPLATE
THREE-PASS EDITING
MOVE FILES TO NAMED SELECTS FOLDER
- PROJECT RESEARCH & CONCEPTING
- WEEK 3 **[PROJECT CHOICE/DESCRIPTION DUE]**
- WORKFLOW PART 3
RAW PROCESSING
ACR PREFERENCES + DEFAULT SETUP
BASIC PROCESSING TAB
WB, GRAD TOOLS
SHARPENING
NOISE REDUCTION
B&W + TONING
WORKSPACE SETTINGS
SAVE IMAGE OPTION
DNG WORKFLOW + DNG CONVERTER
PHOTOSHOP COLOR SETTINGS
- CAMERA PROFILING WITH X-RITE PASSPORT
- WRITING A PROJECT PROPOSAL / DEAL MEMO
CREATING AND PRESENTING A STYLE BOARD
CREATING A PROJECT SCHEDULE
INCLUDE CLIENT PARTICIPATION REQUIREMENTS
- WEEK 4 **[PROPOSAL/SCHEDULE DRAFT DUE FOR REVIEW]**
- WEB PRESENTATION
PHOTOSHOP WORKFLOW
BUILD>CREATIVE SHARP>CC>BW
CREATE AN ACTION FOR WORKFLOW LAYERS
INTRODUCTION TO LAYER MASKING
- BUDGETING A PHOTO SHOOT

- WEEK 5 **[PROPOSAL/SCHEDULE + STYLE BOARD DUE]**
- HEAL/CLONE ON DEDICATED LAYERS
 - SKIN RETOUCHING - CARNEY AIRBRUSH
 - REMOVE OBJECT / BLUR BKGD
 - COMP LAYER
 - HI-PASS SHARPENING
 - LAYER MASKING
 - SELECTIVE SHARPENING
- REVIEW PROPOSAL WRITING & BUDGETING
- WEEK 6 **[SIGNED PROPOSAL + BUDGET DUE]**
- COLOR CORRECTION
 - CURVES
 - HUE & SATURATION
 - CONVERT TO B&W
 - CHANNEL PULL FOR LAYER MASKING
- WEEK 7 **[FIRST PROJECT TEST IMAGE DUE]**
- IN CLASS, CREATE 2 VERSIONS OF THIS IMAGE
- SAVING CORRECTION PRESETS + SHARING CORRECTIONS BETWEEN OPEN DOCUMENTS
- HOW TO COPYRIGHT YOUR WORK*
- WEEK 8 **[SELECTS FROM YOUR SHOOT POSTED ONLINE + 3 TREATMENTS OF ONE IMAGE FOR REVIEW]**
- BUILDING A CUSTOM GRAIN LAYER
 - LAYER MODE EFFECTS
- WEEK 9 **[CHOSEN TREATMENT APPLIED TO 6 IMAGES]**
- BUILDING A PRINTING TEMPLATE
 - ASSIGNING COLORSPACES / CONVERTING FORMATS
 - OUTPUT DEVICE RESOLUTION
- WEEK 10 **[FINAL FILES IN BOTH PSD AND OUTPUT FORMAT]**
- PRINTING ISSUES, LAB COORDINATION
 - SOFT PROOFING IN PHOTOSHOP
 - THE VALUE OF HARD PROOFING
- COLOR MANAGEMENT GUEST SPEAKER*
- PHOTOSHOP AS A LAYOUT APPLICATION
- WEEK 11 **[PRESENT HARD PROOFS, MOCK-UPS, BETA SITES]**
- REVIEW AND RESOLVE OUTPUT ISSUES
 - FINE-TUNE FILES FOR FINAL PRINTING
 - FILE DELIVERY METHODS
 - THE EPS FORMAT
 - ONLINE DELIVERY AND SALES TAX ISSUES

* PENDING AVAILABILITY OF SPEAKERS

- WEEK 12 **[PRESENT FINAL PROOFS *OR* 2 FINAL IMAGES]**
- WEEK 13 **[PRESENT FINAL PROJECT ready for client delivery]**
 ARCHIVE DATABASE (EXTENSIS PORTFOLIO)
- WEEK 14 **[PROJECT DELIVERY REPORT
 PHOTO DOCUMENTATION OF THE PROJECT IN USE]**