



Syllabus/Contract

I, _____ and my parents/guardian understand that I am responsible for the following items to be able to have a successful experience in the Digital Photography class at PHS.

- A. Lessons for the class will be available at the PHS Photo website at <http://www.phsphoto.com/>. These lessons will be accessible within the classroom and from home. If a student wants the lesson to be printed out they should do so from their home or other location. Assignment evaluation sheets can be printed out in class when turning in assignments.
- B. There will be due dates for each assignment and project. If a project is late there will be a -5 pt. reduction of points. Students are expected to use **STAT** time for additional time to work in the computer lab. The computer lab will be open during first STAT on Wednesdays, and Fridays.
- C. To turn in work the student will put the items into their Assignment Notebook and put that notebook into the period's turn in tray. Students must have their name on the evaluation sheet for all assignments that are turned in for grading. If the assignment does not have student's name on it, it will be returned to the student and -5 pts. deducted from the total score.
- D. Students will be responsible for any equipment that they have checked out. When students check out camera equipment, they need to return it in a timely manner (the next school day for overnight checkouts) and in the same condition as received it. If any equipment check out is lost, stolen, or damaged, the student is responsible for replacement or repair of that equipment. The equipment is to be used in a respectable manner, and if the student misuses either the school's or another student's equipment, the student will have to pay for it. A Camera "Checkout Contract" must be signed by parent/guardian before cameras can be checked out to go home. Students need to fill out a "Checkout" form prior each time they will want the camera to take home.
- E. **Leaving the Classroom:** Leaving without permission will be considered as skipping. Any time that a student needs/wants to leave the classroom the student **MUST** have a pass given to the student by either the teacher or the teaching assistant. **Automatic after school SMC for skipping or leaving the classroom areas without permission. On the second offense it is Wednesday school and a third offense means a Parent Conference.**

To get a pass you must do the following:

- a. Find either the teacher or the adult teaching assistant and tell them your request to leave the room. Using the excuse that you couldn't find either the teacher or the assistant will not be accepted as at least one is in the classroom areas at all times.
- b. Have a photo ID card to be able to trade them for the Hall Pass and Photo Shooting Pass. The Digital Photo Class ID card will be the only one accepted for the Photo Shooting Pass.
- c. Upon returning to class the student is to give the pass to the person the pass was received from and get their ID back. **DO NOT GIVE THE PASS TO ANOTHER STUDENT.**
- d. 5 hall passes allotted per semester. 5 extra credit points for each not used.

F. Any misuse of the school's computers by a student can result in a loss of computer privileges for the whole school. This includes but not limited to going on the internet without permission or going to internet sites that are not appropriate. This class will be following the "Education/Remediation Plan" for computer users at PHS. This plan is available on the PHS Photo website and needs to be printed out, signed, and returned to the teacher by March 5th, 2010 for the student to be able to continue using the computers in the class.

G. Lab fee of \$10.00 needs to be paid by March 5th, 2010.

H. Grades will be updated weekly, however grades for projects may take a little longer.

I. This class will use the district grading scale policy and grades can be checked via Parent or Student Access.

J. This class will hold to the "Prairie High School – Cell Phone and MP3 Discipline Policy". After the first week of class any cell phone or MP3 player seen by the teacher or the adult teaching assistant will be confiscated.

K. Participation Points: There are 50 points for in class participation. Students will lose 5 points for each unexcused absence or tardy.

L. No food, or soft drinks allowed in any of the photography rooms. All food or drink seen in the room will be confiscated and thrown away. Water will be allowed at a special table. Absolutely no food or drink anywhere else. **Gum** will be allowed unless teacher starts finding wrappers and gum under tables or on places that it should not be.

M. I understand that certain types of photo images are not acceptable for school work. These include, but not limited to the following:

1. Photos of Posters, other photos (such as on a vending machine), drawings, or any other image that someone has created. Includes images on the internet.
2. Nude, pornographic, or sexual photos
3. Photos of someone pretending to do a private bodily function
4. Photos that put down another person or specific group of persons
5. Rude or obscene gestures (ie...use of the middle finger) If a hand gesture is in a photo and if you even think that it may have rude or obscene meaning then out it goes. Better to be safe and don't use it or a project.
6. Using someone else's work and/or giving someone your work to turn in for class, can result in both individuals receiving a zero (0) as a score for the assignment. **NO CHEATING!**
7. Photographs that depict drug or alcohol use or promotion of.
8. Unless otherwise stated in writing, you may not use any photos that include yourself in the picture.
9. No pictures depicting violence to any living being.

Student signature - _____ Date:-_____

Parent/Guardian signature- _____

Extra Credit Opportunity: Sign and return by March 5th, 2010 and the student will receive 5 extra credit points to go into his/her point total.