PRELIMINARY COURSE SYLLABUS
Quarter: Winter 2017
Course Title: Introduction to Photoshop Lightroom
Course Code: WSP 275
Instructor: Joel Simon

Grade Options and Requirements:
• No Grade Requested (NGR): This is the default option. No work will be required; no credit shall be received; no proof of attendance can be provided.

• Credit/No Credit (CR/NC): Students must attend at least 80% of class sessions.

• Letter Grade (A, B, C, D, No Pass): Students must attend at least 80% of class sessions, and complete a project (to be discussed further in class).

*Please Note: If you require proof that you completed a Continuing Studies course for any reason (for example, employer reimbursement), you must choose either the Credit/No Credit option. Courses taken for NGR will not appear on official transcripts or grade reports.

Tentative 4-Day Course Outline:

Day 1: The Library Module:

Introductions and statement of goals and expectations.

We ask and answer the question: Why use an application such as Lightroom?

We start with an overview of the primary Lightroom modules and a quick summary of the attributes of each module. We look at the Lightroom workspace, and briefly explore the basic layout and features of the user interface. After the summary, we begin our in-depth exploration of the most important modules.

The Library Module:

How to set up a Lightroom catalog.
   Understanding the Lightroom catalog structure
   Choosing a location for your Lightroom catalog
   Choosing a back-up strategy and a location for your back-up catalog
   How to create new catalogs and strategies for single or multiple catalogs

Importing Images into Lightroom:
   How to import images from a camera
   How to import images from a computer
   What is the difference between copy, add, move, or import as DNG
How to instruct Lightroom to treat RAW files, tiff, and jpegs files
Selecting metadata to include when importing images and creating import presets
Should files be renamed upon import
How to move photos once they are in your catalog
How to find missing photos should Lightroom lose track of your files
Should you include keywords when importing files

Refining and Exploring your catalog:
How to refine different view options including Grid view, Loupe view, and comparison views.
How to control and organize thumbnail views.
Learning the different components of the Library View
Navigator panel, Folders panel, Catalog panel, Library module toolbar, Filmstrip, etc.
Rating images using Flags, stars, colors, or other tools
Creating collections and collection sets and the utility of virtual images
Moving, Removing, and Deleting photos in Lightroom
A short discussion on merging or copying Lightroom catalogs
A short discussion on Lightroom mobile and the relationship between the mobile platform and the laptop/desktop computer platform.

Day 2: The Develop Module:

Image editing in Lightroom - an overview of the tools and process

Setting and Confirming a profile for your camera

Understanding and selecting the view options in the Develop Module

Understanding the basic layout of the develop module including the left and right panels as well as the filmstrip “panel”.

An exploration of the Develop Module tools:

Cropping and rotation
Aspect ratios

Learning the Basic Panel:
White Balance sliders,
Tone Editing Controls of Exposure, Contrast, Highlights and Shadows, Whites and Blacks, and Auto tone settings.

Understanding and using the histogram and understanding clipped exposure values.
Understanding clarity, vibrance, and saturation.
Understanding and how to use the Tone Curve Panel
Understanding and how to use the HSL Panel
Understanding and how to use the Lens Correction Panel
Understanding and how to use the Effects Panel

**Day 3: Continuing with the Develop Module:**

Learning how to use the Image Retouching Tools including:
The spot removal tool, graduated filter tool, and an array of localized adjustment tools.

Understanding the history panel
Understanding and using presets
Exploring Lightroom’s color palette options.
Black and White options and techniques
Understanding Sharpening and Noise Reduction tools
Understanding the tools for creating a panorama file in Lightroom
Understanding the tools for creating HDR image files within Lightroom
How to synchronize edits.

**Day 4: The Lesser Modules and wrap up**

How to Export from Lightroom:
How to edit Lightroom images in other applications
Setting, Understanding, and Using Export presets
Setting export location, file types, file sizes, and other export options including sharpening, watermarks, and metadata.

The Print Module:
Exploring the Layout style option in the print module
Understanding Picture Packages, Custom Packages, Contact sheets, and other options for multiple images.
Setting print sizes, margins, borders, etc.
How to select appropriate page set up, print modes, and other print factors.

Book Module:
- How to create a book within Lightroom
- Explore the various settings and choices of book layout and design
- A brief discussion of how Lightroom can interface with various other services for book design and printing.

Slideshow Module:
- How to create a slideshow in Lightroom with a brief discussion of the audio component.

Web Module:
- What the Lightroom web module offers and how this compares to other similar services.

Map Module:
- We explore the utility of the map module and how this module can add to Lightroom’s ability to organize images.
- Understanding GPS data, geotagging, and how to use pins in the map module.

Managing Photos in Lightroom:
- An overview of the types of metadata
- How to search for photos using metadata
- Using and understanding the metadata panel and associated view modes
- Understanding and controlling EXIF data
- Understanding and using Keywords
- How to create and use filters in managing image files
- How to use Facial Recognition features in Lightroom

Final Section:
- A review of what we’ve covered including questions and speculations about the future of Lightroom