

# MONDAY (Week 1)

## AM 9.00- 1.00

- Welcome and personal introductions
- Course objectives
- Studio tour and induction of studio equipment
- Understanding exposures, ISO Apertures and time, how to use a light meter and measuring exposures correctly
- White Balance

### Theory and Practical Photographic Session (Traditional portrait)

- Practical shoot with model
- Understanding Lighting ratios and traditional lighting set-ups using multiple flash heads



## PM 1.30- 5.00

### Introduction to Photoshop session

- Cropping and bordering
- Sharpening
- Correcting exposures
- Levels using an adjustment layer
- Burn tool
- Removing blemishes
- Converting an image to B/W
- Backdrop manipulation

### Image Awareness

- How to prepare images for final presentation



<b>Day &amp; Time</b>	<b>Subject</b>	<b>Assessment Criteria</b>	<b>Tutor activity</b>	<b>Learner Activity</b>	<b>Assessment of learning</b>	<b>Resources</b>
Monday 9am-10.30am	Course introduction and outline, health and safety brief. Registration	Unit CAX215 4.1 4.2  Unit CAX216 3.1	PowerPoint presentation  Questions and answers	Complete City & Guilds enrolment forms and FPP Health and Safety form To understand the aim of the unit and to be aware of the skills required for the end assessment.	Written handouts  Questions and answers	Course handouts
Monday 10.30am- 11.30am	Using a light meter and understanding exposure settings	Unit CAX215 2.1, 2.2, 3.1  Unit CAX216 2	PowerPoint presentation  Practical demonstration	To use a light meter and understand the relationship between: Time, Aperture and ISO	Written test  Practical observation	PowerPoint presentation  Course handouts  Light meter
Monday 11.30am- 1.00pm	Studio flash head controls and attachments  Traditional portrait shoot	Unit CAX215 1.1, 1.2, 2.1, 2.2, 3.1, 3.2, 4  Unit CAX216 2	Practical demonstration  Questions and answers	Set-up a studio flash head and change the attachments and power settings  Take a traditionally lit portrait using four studio flash-heads  To understand lighting ratios  Use of safe working practices	Practical Observation  Participation	Course handouts  Studio and studio equipment  Model
Monday 1.30pm-5pm	Photoshop and understanding the principles of preparing an image ready for portfolio and final presentation	Unit CAX216 2.2, 2.3	Step by step demonstration  Questions and answers	To adjust images using editing software  To show an understanding of image/portfolio awareness	Practical observation  Participation	PowerPoint presentation  Course handouts  Computer and editing software

## TUESDAY (Week 1)

**AM 9.00-12.30**

### Theory and Practical Photographic Session (Make-over/Model portfolio)

- Instruction on how to set up the studio for a high key shoot

#### Model Make-over with model (Using high key set-up)

- One of our most popular packages is a make-over and model shoot (this is not just for potential models) this is also sold as a gift voucher. It involves a professional makeover and a model shoot with three changes of clothes.



**PM 1.00- 2.30**

### Theory and Practical Photographic Session (Make-over/Model portfolio)

- A continuation of the model make-over shoot with formal wear, e.g. A Cocktail Dress.



**PM 2.30- 5.00**

### Theory and Practical Photographic Session (Couple/engagement)

Instructions and shoot with models on how to pose a couple for either an engagement /couple shoot. This will also demonstrate how we would pose a couple if we were photographing a function.



### Portfolio development

- Using Photoshop to create portfolio images from earlier shoots

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Tuesday- 9.00am-2:30pm	Contemporary make-over shoot	Unit CAX215 1.1, 1.2, 2.1, 2.2, 3.1, 3.2, 4  Unit CAX216 1.1, 2.2, 3.1	PowerPoint presentation  Practical demonstration  Questions and answers	Set up a high key studio and do a contemporary makeover/fashion shoot  Give direction to the model  Safely upload captured images onto the computer  Use of safe working practices	Practical Observation  Participation	PowerPoint presentation  Course handouts  Studio and studio equipment  Model
Tuesday 2:30pm-5:00pm	Couples/Engagement Shoot   Portfolio development Preparing images using Digital Manipulation ready for output/presentation	Unit CAX215 1.1, 1.2, 2.1, 2.2, 3.1, 3.2, 4  Unit CAX216 1.1, 2.2, 3.1  CAX216 2.2, 2.3, 2.4	Practical demonstration  Questions and answers	Set up the studio for high key and undertake a contemporary couples shoot  Set up the studio for low key and undertake a classical couples shoot  Give direction to the models  Use of safe working practices  Safely upload captured images onto the computer and use Photoshop to create images ready for portfolio	Practical Observation  Participation	Course handouts  Studio and studio equipment  Model  Computer and editing software

## WEDNESDAY (Week 1)

**AM 9.00- 12.30**

### Theory and Practical Photographic Session (Parent and Toddler)

- Photo shoots with models, using high key and classical lighting ratios.



**PM 1.00-4.00**

### Portfolio development

- Using Photoshop to create portfolio images from earlier shoots



**PM 4.00-5.00**

### Portfolio Awareness

- Project awareness
- Critique on personal images reference to a brief

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Wednesday-9am-12.30pm	Contemporary and Classical baby/child shoot	Unit CAX215 1.1, 1.2, 2.1, 2.2, 3.1, 3.2, 4  Unit CAX216 1.1, 2.2, 3.1	Practical demonstration  Questions and answers	Set up the studio for high key  Set up the studio using classical lighting ratios and various studio head attachments  Do a studio shoot for a baby/child using both set-ups  Give direction to the mother and child  Use of safe working practices  Safely upload captured images onto the computer	Practical Observation  Participation	Course handouts  Studio and studio equipment  Models
Wednesday 1pm-4pm	Portfolio development Preparing images using Digital Manipulation ready for output/presentation	Unit CAX216 2.1, 2.2, 2.3	Observing  Questions and answers	Safely upload captured images onto the computer and use Photoshop to create images ready for portfolio	Practical observation  Participation	Course handouts  Computers and editing software
Wednesday 4pm-5pm	Portfolio Awareness and critique	Unit CAX216 2.4	Observing  Questions and answers	Understanding portfolio/image requirements and their relationship to fulfilling a brief/project	Practical observation  Questions and answers  Participation	Course handouts  PowerPoint Presentation  Internet & computer

## THURSDAY (Week 1)

**AM** 9.00- 1.00

### Theory and Practical Photographic Session (Wedding)

Practical shoot with models

- Bride at home
- Bride and groom at beauty spot
- Metering light source
- Using natural light
- Using fill flash
- Using light shapers

**All images are shot both traditionally and contemporary**

**PM** 1.30- 5.00

### Theory on working as a Wedding photographer

- Equipment
- Starting a photography business
- Wedding coverage
- Planning the day
- Overcoming technical and weather difficulties
- Day to day business practices

### Portfolio development

- Using Photoshop to create portfolio images from earlier shoots



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Thursday- 9am- 12.30pm	Portrait of the bride at home  Location shoot of the Bride and Groom	Unit CAX215 1.1, 1.2, 2.1, 2.2, 3.1, 3.2, 4  Unit CAX216 1.1, 2.2, 3.1	Practical demonstration  Questions and answers	Undertake a bride at home portrait shoot  Give direction to the bride  Photograph and direct the Bride and Groom at a local beauty spot  Use camera, camera flash other accessories correctly  Use of safe working practices  Safely upload captured images onto the computer	Practical Observation  Participation	Camera equipment and accessories  Model  Course handouts
Thursday 1pm-5.00pm	Theory on running a Wedding photography business and promoting, marketing and advertising strategies to make it successful Social media, website, SEO, blogs, Instagram etc.  Portfolio development Preparing images using Digital Manipulation ready for output/presentation	Unit CAX216 1.2, 1.3, 2.1, 2.2, 2.4  Unit CAX216 2.1, 2.2, 2.3, 2.4	Lecturing  Questions and answers	Understanding the different advertising strategies to make a business successful  Safely upload captured images onto the computer and use Photoshop to create images ready for portfolio	Feedback through questioning  Listening, observing, note taking, asking questions  Questions and answers	Course handouts  Computers and editing software



## FRIDAY (Week 1)

**AM 9.00- 1.00**

### Theory on working as a Wedding Photographer Continued

- Professional associations
- Advertising and Marketing
- How to deal with enquiries
- Meeting prospective clients
- Presenting quotes
- Presenting results
- Costing and profits
- Bookkeeping and accounting

### Theory and Practical Photographic Session (Wedding)

Practical shoot with models

- Bride at home

Creating a high key portrait of the Bride at home without studio lighting

- Bride and Groom at the church

How to set-up and pose the group photographs

**PM 1.30- 5.00**

### Project/portfolio development

- To understand and identify images that are suitable for the output/presentation
- Continue to prepare/complete images using Digital Manipulation to create images for portfolio
- Students will be given an individual tutorial and end of course assessments with feedback
  
- End of Course Debrief



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Friday 9am-10.00am	Theory on Wedding photography continued	Unit CAX216 1.2, 1.3, 2.1, 2.2, 2.4	Lecturing  Questions and answers	Listening, observing, note taking, asking questions	Feedback through questioning	Course handouts
Friday 10.00am- 1.00pm	Portrait of the bride at home  Location shoot of the Bride and Groom at a church	Unit CAX215 1.1, 1.2, 2.1, 2.2, 3.1, 3.2, 4  Unit CAX216 1.1, 2.2, 3.1	Practical demonstration  Questions and answers	Set up a high key shoot at home without studio lighting  Photograph and direct the Bride and Groom in a church  How to photograph in a church using flash and not using flash  Use and understand the correct white balance  Use of safe working practices  Safely upload captured images onto the computer	Practical Observation  Participation	Camera equipment and accessories  Models  Course handouts  Window and net curtain  Church
Friday 1.30pm- 4.30pm	Tutorial and critique on course work  Continue working on portfolio for course project.	Unit CAX216 2.1 2.2, 2.3, 2.4	Lecturing  Questions and answers  Tutorials	To practice and apply digital manipulation skills learned on their own images to use as part of their course project.	Feedback through questioning  Tutorial Feedback	Course handouts  PowerPoint Presentation  Computers and editing software
Friday 4.30pm-5pm	End of Course Debrief					