Portfolio Requirements: Digital Photography Certificate Program

In order to earn the overall certificate for the Digital Photography Certificate Program, you must have successfully completed all of the 5 required and 3 elective courses, submit the Digital Photography Certificate application, pay the application fee of $149, and submit your portfolio for review.

Instructions:

1. Photographs for the electronic portfolio must be taken specifically for the portfolio. Any that were presented in or taken in class are not eligible.

2. Compile all required photography into one electronic portfolio.

3. Submit the electronic portfolio on a CD or Flash drive for review. The CD or flash drive will be returned to you.

4. Print 20 images that best represent your work. They can be either images that you are submitting as part of your electronic assessment or entirely different images that you have taken utilizing the knowledge gained from your classes.

5. Submit your completed 20 image print portfolio AND the electronic portfolio on a flash drive or CD to:

<div align="center">

UT Arlington, Continuing Education
Attn: Digital Photography Portfolio
Box 19197, 140 W. Mitchell St
Arlington, TX 76019

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You will receive a response within 3 weeks from the time your portfolio is received. If you have successfully met the requirements, you will receive a letter along with your certificate of completion for the overall Digital Photography Certificate Program.

If you have not successfully met the portfolio requirements, you will receive a letter stating which requirements are still outstanding. You may resubmit your portfolio following the above instructions, along with a $25 resubmit fee.

Electronic Portfolio Requirements:

(1) Introduction to Digital Photography Level I

1. A photograph with shallow depth of field.
2. A photograph with deep depth of field.
3. A photograph that stops the action of a moving object.
4. A photograph that allows a moving object to blur with the surrounding area sharp.
5. Photographs demonstrating metering requirements:
   a. Meter a white object and render it as white.
   b. Meter a dark object and make it dark.
6. Photographs demonstrating composition:
   a. Demonstrate an effective use of a leading line.
   b. Use the rule of thirds to place a subject in a power point.
7. Photographs demonstrating perspective. With the same subject submit two photographs demonstrating:
   a. An expansion to the field of view and
   b. A second photograph demonstrating compression of the background.
8. Three photographs with equivalent exposures using three different apertures of one stop difference each.*

(2) Introduction to Digital Photography Level II

1. Photograph with white balance applied in a creative manner to alter the color of the image.
2. Night photographs, submit 2 photographs showing movement of light. (Only one photograph may be of cars/traffic).
3. Photograph of a sunset with a silhouette.
4. Flash photograph of an outdoor fill flash portrait with the background metered in manual and the fill flash compensation used to blend the light to the person's face.

(3) Digital Photography and Basic Photoshop (discontinued 5/31/2011)
Adobe Photoshop-Advanced for Photographers (effective 6/1/2011)

1. Submit 5 before and after photographs demonstrating:
   a. Basic editing to remove or add items to an image
   b. Black and white or sepia conversion
   c. Portrait retouching
   d. Storyboard or composite design
   e. Using an artistic technique

*Revised 5/16/2011

Electronic Portfolio Requirements cont'd:

(4) Digital Photography Light and Lighting Level I
There are a minimum total of 22 photographs for the Digital Photography Light and Lighting section of the electronic portfolio. Each requirement must have at least two different photos demonstrating the requested lighting effects. All must contain:
- Proper focus
- Correct exposure
- Appropriate depth of field
- Good composition

1. Photographs that exhibit the following natural lighting situations:
    a. Hard light to create hard-edges, well defined shadows
    b. Soft light to create more subtle effects
    c. Backlight to create a silhouette
    d. Backlight to create a rim lighting effect
2. Photographs that exhibit the following natural lighting directions:
    a. Front light
    b. Back light
    c. Side light
It must be apparent from which direction the light is coming.

3. Photographs that exhibit a correct and incorrect exposure of each of the following artificial lights:
    a. Fluorescent
    b. Incandescent
4. Photograph of a combined natural and artificial light.
5. Photographs demonstrating Studio Lighting:
    a. Capture and present photographs utilizing a desktop studio setup. This can be done with a makeshift studio in a home environment.

PRINT PORTFOLIO REQUIREMENTS:

1. 20 8x10 prints of original images demonstrating skills and knowledge that you have learned during your Digital Photography Certificate program courses.*

2. Must be delivered in a binder or other protected medium that allows for handling and removal without damaging the photographs.

*Revised 5/16/2011