



மனோன்மணியம் சுந்தரனார் பல்கலைக்கழகம்

MANONMANIAM SUNDARANAR UNIVERSITY

**SYLLABUS FOR DIPLOMA IN PHOTOGRAPHY AND VIDEO PRODUCTION
PROGRAM OFFERED THROUGH DIRECTORATE OF VOCATIONAL EDUCATION
(COMMUNITY COLLEGES AND VOCATIONAL SKILL DEVELOPMENT CENTRES)
FROM 2019 – 2020**



கல்விசார் நிலைக்குழுக் கூட்டம்

**MEETING OF THE STANDING COMMITTEE ON
ACADEMIC AFFAIRS HELD ON WEDNESDAY
THE 22nd JANUARY 2020**

DIPLOMA IN PHOTOGRAPHY AND VIDEO PRODUCTION

நிழற்படம் மற்றும் காட்சிப்படத் தயாரிப்பில் பட்டயம்

SCHEME OF EXAMINATION

Subject code	Title of the Course	Credit	Hours	Passing Minimum
Semester I				
C19PV11/E19PV01	Basics of Photography	6	90	40/100
C19PV12/E19PV02	Photo Journalism	6	90	40/100
C19PV13/E19PV03	Elements of Video Production	6	90	40/100
C19CE10/E19CE10	Communicative English	6	90	40/100
C19PVP1/E19PVP1	Practical I-Photography	4	120	40/100
Semester II				
C19PV21/E19PV04	Advanced Photography	6	90	40/100
C19PV22/E19PV05	Videography	6	90	40/100
C19LS23/E19LS05	Life skill	6	90	40/100
C19PV24/E19PV06	Introduction to Adobe Photoshop	6	90	40/100
C19PVP2/E19PVP2	Practical II-Video Production and Project	8	120	40/100

Eligibility for admission: Pass in 10th std examination conducted by the Govt. of Tamil Nadu Board of Secondary Education, Government of Tamil Nadu or any other equivalent examination.

Examination: Passing Minimum for each Course is 40%. Classification will be done on the basis of percentage marks of the total marks obtained in all the Courses and as given below:

40 % but less than 50 % - Third class
 50 % but less than 60 % - Second class
 60 % and above - First class

Theory Paper

Internal Marks-25

External Marks-75

Syllabus**First Semester:-**

Course I - Basics of Photography
 Course II - Photo Journalism
 Course III - Elements of Video Production
 Course IV - Communicative English
 Course V - Practical I-Photography

Second Semester:-

Course VI - Advanced Photography
 Course VII - Videography
 Course VIII - Life Skill
 Course IX - Introduction to Adobe Photoshop
 Course X - Practical II-Video Production and Project

***(Semester Pattern for Community College Only)**

Semester II

Course I

(C19PV11/E19PV01) Basics of Photography

Unit I

18 Hrs

Basics of photography – Principles – functions - camera structure – Types of Film camera

Unit II

18 Hrs

Description of color and B/W films- Film speed - Film loading and unloading - Indoor and outdoor lighting techniques. Background selection - Flash and its features.

Unit III

18 Hrs

Camera parts & functions - Shutter speed, - Aperture – depth of field – Lens selection- wide angle, telephoto, zoom lens, prime lens- Tripod usage

Unit IV

18 Hrs

ISO how it affect exposure function - Depth of the field - Creative uses – manual mode- Auto mode- Types of angles and frames.

Unit V

18 Hrs

Types of Digital Camera and its features – Memory Chip card - Creative shots – Settings in the Digital Camera - Handling methods – White balance Maintenance of camera.

Books Reference:

1. Photography for the 21st century by Katic Millar
2. Photographic lighting : Essential skills – by Mark Gaers & John Child
3. The basic book of Photography – Fifth edition – by Tom Gri
4. Basic Photography , Seventh edition – Michael Langford
5. Black & White photography : A basic manual by Hendry Keller
6. Photography 1 : A basic course for beginners – by James 1986
7. Mastering the basics of photography – by Susan Mccartne 2001
8. Beginner’s guide to photographic lighting : Techniques studio or on location
Dom Marr
9. Photography its principles & practice : A manual of the photography –
Carroll Bernard Neblette

Course II

(C19PV12/E19PV02) Photo Journalism

Unit I **18 Hrs**

Photography; Meaning, Definition & History of Photography

Unit II **18 Hrs**

Tools of Photography, Camera; Parts of a Camera (Shutter, Apertures, Lens, Films)

Unit III **18 Hrs**

Types of Camera, Quality of Photograph, Roles of Visualization, Shots, Roles of Lighting, How to take a good picture, Role of Subject

Unit IV **18 Hrs**

Editing & Development of Photograph, Manual & Computerized, Composition of Photograph

Unit V **18 Hrs**

Photo Journalism and its Role & Importance on Indian context.

Books Reference:

1. Bruse Warren Photography Second Edition
2. Michael Langford Basic Photography
3. Fred S Parrish Photo Journalism
4. John Hedgecoe, John Hedgecoe's Basic Photography, Collins and Brown, 1993.
5. John Freeman, Practical Photography, Smithmark, 1995

Course III

(C19PV13/E19PV03) Elements of Video Production

Unit I

18 Hrs

Introduction to Digital Video Equipment: Digital Video Camera- Types – Format- Major Components - Operation and Functions. Lens – Types – Aperture- Shutter – white balance Focusing Methods. Focal Length, Depth of Field. Video Signal, Video Format, Video Lights - Types and Functions. Tripod-Types. Light meter - other accessories.

Unit II

18 Hrs

Pre-Production: Ideas, Themes, Concepts, Story Development. Script- Format, Storyboard. Planning and Budgeting for Production – Talk show. Short Film.- Documentary, Feature Film. Role of Director, Art Director, Cinematographer, Film editor, Floor Manager, Production Manager - Location Identification.

Unit III

18 Hrs

Digital Video Production: Camera Movements-Composition-Shots-Angles. Mise-en-scene. Multi Camera Setup. Lighting. Color Temperature Basic and Special Lighting Setup - Atmospheric Lighting. ENG. Anchoring, Compering. Montage. Documentaries and other electronic field productions.

Unit IV

18 Hrs

Digital Video Editing:. Linear and Non-Linear Editing. Capturing and Rendering Techniques– Editing Techniques- Continuity-Sequence-Dynamic. Method of Transitions. EDL Preparations- Titling- Graphics, Animations - Storage Devices.

Unit V

18 Hrs

Digital Production Studio: Basic Studio Structure and Equipment - Planning and Budgeting. Organizational Structure of Television Channels. - OB Van and its accessories. Communication Satellites. Broadcasting – Terrestrial, Satellite, DTH. HDTV, IPTV.

Book References:

1. Television Production (1999) by Gerald Millerson, Focal press,.London.
2. The Technique of Television Production (2001) by Gerald Millerson, Focal press, London.
3. Digital Cinematography (2001). Paul Wheeler, Focal Press, London.
4. The Essential of TV Director's Handbook (3rd edn.)1996. Peter Jarvis, Focal Press, London.
5. An Introduction to digital Video (1994). John Watkinson, Focal Press, London.
6. Lighting Techniques For Video Production (1996). Tom Letourneau, McGrawHill,
7. Digital Non-Linear Editing (1998). Thomas A. Ohanian, Focal Press. London

Course IV

(C19CE10/E19CE10)COMMUNICATIVE ENGLISH

1. **Basic Grammar:**

- a. Review of grammar
- b. Remedial study of grammar
- c. Simple sentence
- d. Word passive voice etc.

2. **Bubbling Vocabulary:**

- a. Synonyms
- b. Antonyms
- c. One – work Institution

3. **Reading and Understanding English**

- a. Comprehension passage
- b. Précis – writing
- c. Developing a story from hints.

4. **Writing English**

- a. Writing Business letters.
- b. Paragraph writing
- c. Essay writing
- d. Dialogue writing

5. **Speaking English**

- a. Expressions used under different circumstances
- b. Phonetics

Reference :

1. V.H.Baskaran – “English Made Easy”
2. V.H.Baskaran – “English Composition Made Easy”
(Shakespeare Institute of English Studies, Chennai)
3. N.Krishnaswamy – “Teaching English Grammar”
(T.R.Publication, Chennai)
4. “Life Skill” – P.Ravi, S.Prabakar and T.Tamzil Chelvam,
M.S.University, Tirunelveli.

Course V

(C19PVP1/E19PVP1)Practical- I

Photography

Project Portfolio on a Topic/Theme

1. Still Life
2. Portrait
3. Silhouette
4. Lighting
5. Product Photography
6. Architecture- Interior, Exterior
7. Environmental Photography
8. Industrial Photography
9. Photographs - Human Interest
10. Photographs - Foods and Beverage
11. Image Manipulation
14. Photo Essay
15. Photo feature

Semester II

Course VI

(C19PV21/E19PV04) Advanced Photography

Unit I

18 Hrs

Photography as communication - Essential tools of photography: Camera – Types of cameras – characteristics and features of each type of cameras – Aperture - Shutter speed - Usage - Depth of Field - Focal Length - Basics of design - Photo composition - Rule of Third - Angle of View.

Unit II

18 Hrs

Lens: Types and Usage. Lights: Types - Usage. Filters: Types and usage. Film: Types- Film Speed and Size. Tripod: Types - Usage. Basic Techniques for Better Image – Lights: types and functions. Basic Lighting: Key Light - Fill Light - Low Key and High Key Picture.

Unit III

18 Hrs

Digital Photography: Digital Still Cameras - Types- Major Components and Functions, Camera Operation, Mode, Advantages. Setup for Digital Imaging: Desktop Computer Components- Data Storage and Transfer Options. - File Formats – Converters. Scanner - Types - Scanning Techniques- Film Scanning. Photo Printers - Photo Quality, Printing Course-Types.

Unit IV

18 Hrs

Introduction to Digital Imaging – Photoshop - Workspace. Palettes, Buttons. Choosing Color, Brush Shape. Operations and Usage of Tools- Pencil Tool, Paint Brush Tool, Air Brush Tool, Text Tool, Paint Bucket Tool, Gradient Tool, Smudge Tool, Focus Tool, Toning, Eye Dropper, Zoom Tool, Morgue Tool, Lasso Tool. Digital Image on Various Media.

Unit V

18 Hrs

Photo Power Point Presentation, Photo Documentary. Photo Essay. Small Budget Studio Design, Equipment and Budget. Corporate Studio- Design, Equipment and Budget. Popular Photography Websites - Creating Photography Website- Connecting Images for Internet Usephoto exhibitions.

Books Reference:

1. The encyclopedia of photography (3rd edn.) (1993) by Richard Zakia, Leatie Stroebel, Focal Press, London.
2. The Manual of Photography (2000) by Ralph E Jacobson/Geoffrey G Attridge/Sidney F Ray, Focal Press, Ninth Edition.
3. Understanding Digital Photography by Joseph A .Ippolito, Thomson Press, New Delhi, 2005.
4. Digital Portrait Photography and Lighting: Take Memorable Shots Every Time. 2005. by Catherine Jamieson/ Sean McCormick , Wiley: London .
5. Digital Photography – All in one desk – reference for Dummies – David D. Busch – Wiley Publishing – New York – 2003.
6. Photoshop CS2: In Simple Steps – Shalini Gupta, Adity Gupta – Print Man – Delhi – 2007.

Course VII

(C19PV22/E19PV05) Videography

Unit I

18 Hrs

Introduction to T.V technology-Picture formation, T.V Scanning : Horizontal & Vertical, Frame & field rate, Television standards: NTSC, PAL, SECAM.

Unit II

18 Hrs

Principle of Video Camera Primary & secondary colors, Working principle of video camera, CCD cameras : Three CCD, single CCD color, camera, Parts of a video camera Different controls on video camera, Power switch, preheat, genlock, white balance, gain,iris, pedestal etc.

Unit III

18 Hrs

Balancing of Colors of a video camera. Colour temperature, White balance: Process and need, Camera filters, Camera control unit (CCU) Video camera lenses.

Unit IV

18 Hrs

Perspective, Types and use-normal lens, telephoto lens, wide-angle lens, Zoom lens, Tripod, types of tripod heads, dolly, trolley & other, accessories, Different types of camera angles and use.

Unit V

18 Hrs

Camera movements – types & use, Different Types of Television Cameras-ENG camera EFP camera, Studio cameras, Special cameras: underwater camera, Endoscopic, camera, Aerial photography camera, Types of microphones used on video camera.

Book Reference

1. Video Camera techniques by Gerald Millerson
2. Grammar of the shot by Roy Thomson
3. Basics of Video Production by Der Lyur & Graham
4. Single camera video production by Robart B. Murburger
5. Television Production by Zettl Herbert

Course VIII

(C19LS23/E19LS05)Life Skill

I Life Coping or adjustment

- (a) External and internal influence in one's life
- (b) Process of coping or adjustment
- (c) Coping with physical change and sexuality
- (d) Coping with stress, shyness, fear, anger far live and criticism.

II Attitude

- (a) Attitude
- (b) Self acceptance, self – esteem and self actualization
- (c) Positive thinking

III Problem Solving

- (a) Goal Setting
- (b) Decision Making
- (c) Time Management and stress Management.

IV Computers

- (a) Introduction to Computers
- (b) M.S.Office
- (c) Power Point

V Internet

- (a) Introduction to internet
- (b) E – mail
- (c) Browsing

References:

- 1) Life Skill Programme course I & II by Dr. Xavier Alphona MCRDCE Publications. R.K.Mutt Road, Chennai – 28
- 2) ஆளுமை பண்பு வளர்த்தல் மற்றும் தகவல் தொடர்பு by M.Selvaraj Community College,Palayamkottai
- 3) “Life Skill” –P.Ravi, S.Prabahar & T.Tamil Chelvam, M.S. University, Tirunelveli

Course IX

(C19PV24/E19PV06) Introduction to Adobe Photoshop

Unit I

18 Hrs

About Photoshop, Navigating Photoshop, Menus and panels, Opening new files, Opening existing files.

Unit II

18 Hrs

Exploring the Toolbox , The New CS4 Applications Bar & the Options Bar , Exploring Panels & Menus , Creating & Viewing a New Document , Customizing the Interfac , Setting Preferences.

Unit III

18 Hrs

Zooming & Panning an Image, Working with Multiple Images, Rulers, Guides & Grids Undoing Steps with History, Adjusting Color with the New Adjustments Panel, The New Masks Panel & Vibrance Color Correction Command, The New Note Tool & the Save for Web & Devices Interface, The New Auto-Blend & Auto-Align Layers Commands, The New 3D Commands.

Unit IV

18 Hrs

Understanding Pixels & Resolution, The Image Size Command, Interpolation Options. Resizing for Print & Web, Cropping & Straightening an Image, Adjusting Canvas Size & Canvas Rotation.

Unit V

18 Hrs

Understanding the Background Layer Creating, Selecting, Linking & Deleting Layers, Locking & Merging Layers, Copying Layers, Using Perspective & Layer Styles, Filling & Grouping Layers, Introduction to Blending Modes, Blending Modes, Opacity & Fill, Creating & Modifying Text.

Books Reference:

1. "An Introduction to Adobe Photoshop", by Steve Bark from Book Boon.
2. Adobe Photoshop, Bittu Kumar, V & S Books; Latest Revised Edition (29 January 2013).
3. Professional Photoshop: The Classic Guide to Color Correction, Fifth Edition, Dan Margulis , Peachpit Press; 5 edition (20 November 2006)
4. Essential Photoshop: How to use 9 essential tools and techniques to transform your photography, Robin Whalley,

Course X
(C19PVP2/E19PVP2) Practical II- Video Production and Project

List of Ex.

1. Script
2. Story board
3. Shots
4. Basic lighting techniques
5. Capturing - Rendering – Storage Media- Transitions
6. EDL preparation
7. Anchoring
8. Film editing
9. Titling
10. Short film
11. TV commercial
12. Montage
13. Interview
14. News production
15. Talk show
