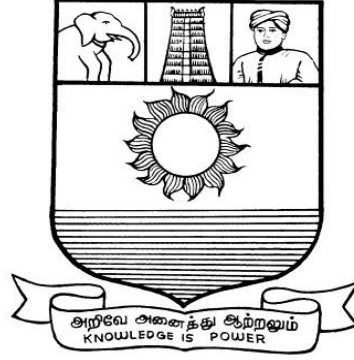


மனோன்மணியம் சுந்தரனார் பல்கலைக்கழகம்  
திருநெல்வேலி – 627 012

**Manonmaniam Sundaranar University  
Thirunelveli – 627 012.**



கல்விசார் நிலைக்குழுக் கூட்டம்

**MEETING OF THE STANDING COMMITTEE ON  
ACADEMIC AFFAIRS HELD ON 09.02.2017**

**Syllabus for Diploma in Photography and Video Production  
Course offered through Directorate of Vocational Education  
(Community Colleges and Extension Learning Programme)  
from 2017 - 2018**

**DIPLOMA IN PHOTOGRAPHY AND VIDEO PRODUCTION**  
**SCHEME OF EXAMINATION**

| <b>Subject code</b> | <b>Title of the Paper</b>          | <b>Credit</b> | <b>Hours</b> | <b>Passing Minimum</b> |
|---------------------|------------------------------------|---------------|--------------|------------------------|
| <b>Semester I</b>   |                                    |               |              |                        |
| C17PV11/E17PV01     | Basics of Photography              | 6             | 90           | 40/100                 |
| C17PV12/E17PV02     | Photo Journalism                   | 6             | 90           | 40/100                 |
| C17PV13/E17PV03     | Elements of Video Production       | 6             | 90           | 40/100                 |
| C17CE10/E17CE10     | Communicative English              | 6             | 90           | 40/100                 |
| C17PVP1/E17PVP1     | Practical I Photography            | 6             | 90           | 40/100                 |
| <b>Semester II</b>  |                                    |               |              |                        |
| C17PV21/E17PV04     | Advanced Photography               | 6             | 90           | 40/100                 |
| C17PV22/E17PV05     | Videography                        | 6             | 90           | 40/100                 |
| C17LS23/E17LS05     | Life skill                         | 6             | 90           | 40/100                 |
| C17PV24/E17PV06     | Introduction to Adobe<br>Photoshop | 6             | 90           | 40/100                 |
| C17PVP2/C17PVP2     | Practical II Video Production      | 6             | 90           | 40/100                 |

**Eligibility for admission:** Pass in 12<sup>th</sup>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 paper is 40%. Classification will be done on the basis of percentage marks of the total marks obtained in all the papers and as given below:

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

### **Syllabus**

**First Semester:-**

- Paper I - Basics of Photography
- Paper II - Photo Journalism
- Paper III - Elements of Video Production
- Paper IV - Communicative English
- Paper V - Practical 1 Photography

**Second Semester:-**

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

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

**Semester 1**

**(C17PV11/E17PV01) Basics of Photography**

**Unit 1:**

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

**Unit 2:**

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 3:**

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

**Unit 4:**

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

**Unit 5:**

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

## **(C17PV12/E17PV02) Photo Journalism**

### **Unit 1:**

Photography; Meaning, Definition & History of Photography

### **Unit 2:**

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

### **Unit 3:**

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

### **Unit 4:**

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

### **Unit 5:**

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

## **(C17PV13/E17PV03) Elements of Video Production**

### **Unit 1:**

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 2:**

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 3:**

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 4:**

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 5:**

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 Ddigital 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

## **(C17CE10/E17CE10)Communicative English**

### **Unit I: Learning context**

Concept of learning – Learning style –Grammatical framework – sentence framing – paragraph and texts

### **Unit II: Reading**

Basic concept – Purposes of reading-Decoding-Reading materials – Barriers of reading

### **Unit III: Writing**

Basic concept-Writing style-Terminology-stages-English spelling and punctuation – Written texts

### **Unit IV: Speaking**

Language functions-Conversation- Features of spoken English – Types of English course: functional English, English literature, advance English – Phonetic

### **Unit V: Developing Communication Skills**

Meaning –Classroom presence- Features of developing learning process- Practical skills and Listening- uses of communicative English

### **References**

1. Raman,m.&S.Sharma (2011) communication skills,OUP,New Delhi: India
2. Lata,P.&S.Kumar(2011) communication skills,OUP,New Delhi: India,
- 3.Leech,G&J.Svartvik(2002) A communicative grammar of English,Pearson,India,
4. Sethi,J. and P.V. Dharmija (2007) A course in Phonetics and spoken English.Second edition, Prentice hall: New Delhi

## **(C17PVP1/E17PVP1)Practical- 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

### (C17PV21/E17PV04) Advanced Photography

#### **Unit 1:**

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 2:**

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 3:**

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 Paper-Types.

#### **Unit 4:**

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 5:**

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.

## **(C17PV22/E17PV05) Videography**

### **Unit 1:**

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

### **Unit 2:**

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 3:**

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

### **Unit 4:**

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 5:**

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 Robert B. Murburger
5. Television Production by Zettl Herbert



**(C17LS23/E17LS05)LIFE SKILL**

**(Common to All Courses)**

**UNIT- I ATTITUDE** : Positive thinking – Goal setting – Problem Solving and Decision making – Leadership and Team Work.

**UNIT- II COMMUNICATION SKILLS:** Oral communication: Concept of English language – Fluency – Verbal communication in official and public situations.

**UNIT-III COMMUNICATION SKILLS:** Written Communication: Comprehension – Writing a formal letter like application for Job, enquiry, reply, complaint and such others – preparation of Resume, Curriculum Vitae.

**UNIT- IV COMPUTING SKILLS – 1:** Introduction to Computers, its various components and their respective functions – Memory storage devices – Microsoft (MS) Office – MS Word.

**UNIT - V COMPUTING SKILLS – 2** Internet Basics – Origin of Internet – MODEM – ISP – Upload – Download – e-mail – Origin of worldwide web (www) Browsers – Search engines.

Reference books:

Life skill, Manonmaniam Sundaranar University Publications Division (2011)

**(C17PV24/E17PV06)Introduction to Adobe Photoshop**

**Unit 1:**

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

**Unit 2:**

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 3:**

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 4:**

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

#### **Unit 5:**

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 BookBoon.
2. Adobe Photoshop, Bittu Kumar, V & S Books; Latest Revised Edition 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,

### **(C17PVP2/C17PVP2) Practical - Video Production**

#### **List of Practicals**

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
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