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**Outline to help you organize your photo five work**

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I have written the following out to help you organize your work in Photo five. Enjoy and pace yourself. Modules will open on Mondays; we will go through them on Tuesday in class. The assignments are generally due in two weeks and will be accepted up to two days late with a penalty. If you have technical, health, family or work issues that cause you to need more time, let me know and we will discuss it.

**For Each Module**

1. Read Announcement
2. Go to Course map
3. Go to Module – read with care
  - a. Study module slide show (Modules 1-10)
  - b. Study photographer of week (Modules 2-9)
  - c. Check and print out handouts
  - d. Look over assignment
  - e. Do assignment
3. Photographing
  - a. Take photographs
  - b. Post pictures in Flickr
  - c. Comment on fellow students photographs
  - d. Make a set and post for assignment as requested
4. Keep track of your lab hours and do some each week (need 24 hours by end- see lab card)
  - a. Field trips – go to museums, galleries and interesting photo places
  - b. Online discussion in etudes and flickr
  - c. Posting to flickr
5. Go to Discussion area
  - a. Comment module discussion (Modules 1-10)
  - b. Comment module’s Photographer of the week (Modules 2-9)
6. Go to Assignments, Tests and Surveys
  - a. Verify you have completed the task
  - b. Answer the questions
  - c. Post link to your photographs in flickr when requested.

*Your midterm is a paper about a photographer. At the end of the quarter, you will print your best photographs for your final project. There will be more about these projects in the weeks ahead.*

**Don’t panic. Work bit by bit. Keep in touch. You can do it!!**