Unit Title: Unit 1: Digital File Management and Computer Literacy (1 week)
Grade Level: 9, 10, 11, 12
Subject Area: Digital Photography
Duration/Length/Number of class periods: 4 class periods (45 mins)
Description: This course is an introduction to the field of commercial photography.

Established Goals (National, State, Local): Standards are given through Precision Exams
Performance Standard 2 - Students will understand and apply the multistep process of "Workflow"
Objective 2 - Identify the multi-step process of workflow as it relates to image editing.
    1.   Image transfer (downloading files to a computer)
    2.   Image management (organizing files, photo selection and managing folders)

What Enduring Understandings are desired? Organization is an essential task in many of the career paths of students and they will benefit from learning the structures of image management.
What Essential Questions will be considered? Why is organization an important skill for many careers?

Students will know / be able to:

1.1 I can use the monitor, keyboard and mouse.

1.2 I can find and use the Finder to locate my folders and files.

1.3 I can make new folders and know how to save my files in them.

1.4 I can use the Internet to do research.

1.5 I can login to my student email and student portal.

1.6 I can use Google Classroom to complete classwork.

Description:	Formative	Summative	Introductory Activity	Learning Activity	Student Technology Used	Teacher Technology Used	ISTE Standards
Formative Assessment: Digital Photography Survey https://tinyurl.com/yygwzthv This is just an introduction survey to find out abilities/uses of current photography of students. This includes uses of social media sites and editing options like Photoshop.			X		X	X	
Photos About Me Activity: (Google Slide)(Screencastify Video) In this activity they will take a series of photos to generate some images that will be used to start the organization of the images in folders. Students have school issued Chromebooks or they are allowed to use their phones to take pictures.	X	X		X	X	X	1,4

Photos of self should be taken at 3 different locations outside of the home and follow the district guidelines for online environments. The number of pictures that they would take would be 15 to 20 at each location. Photos of interests that the students have. They will need to represent 3 different interests. Number of pictures that they should take would be 15 to 20 for each interest. After the photos have been taken, students will need to develop the file organization within their Google Drive. I will create a Screencastify to show students how to creat a folder. The original folder that they will start with will be named "Last, First - Digital Photography." This folder will be shared with the instructor. Inside this folder, students will create folders for "Self" and "Interests" and then inside those they will have folders for the locations and interests. The photos will be moved into these folders. Students will produce a Google Slideshow of their favorite photo of each location and interest and will write a description of why they like it. This will be turned in through Google Classroom.							

Materials, tools and resources:
Computer
Adobe Photoshop
https://pixlr.com/

Digital Camera

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