Unit context: Constructing a digital portfolio of images using relevant editing software to help produce the portfolio

Task Outline

For the purposes of this task, you will be taking the role of a photographer for the school magazine. You will be required to plan which photos you wish to take and manipulate these images to achieve certain outcomes.

There are various other sections to be completed in order to finish the entire assessment piece. All elements of this piece must be completed and submitted at the end of this assignment.

Task One

Throughout this assignment you will be required to plan your work and liaise with your teacher prior to and whilst carrying out practical activities. This work will generally be completed during your normal class time.

Task Two

As part of your planning, you will need to:

- Collate all of the required resources which you will need to be able to record your portfolio. You will need to present these along with your script to these to your teacher for checking and feedback before you will be allowed to undertake any recording.
- Prepare a plan for recording your portfolio and have this approved by your teacher
**Task Three**

You will be required to plan to take, and eventually take, enough photos to complete the following tasks (a minimum of 30 pictures is suggested):

(a) Prepare a series of four (4) digital images which are based on the theme “Subjects studied at St. Eugene College”. Make sure that you obtain permission from anyone in your photos to use their images before you take them.

Using Adobe Photoshop CS4 or another image manipulation portfolio, prepare two different versions of each image to submit for this assignment (that is, you must submit both the original image and an altered image).

(b) Prepare a series of six (6) digital images which are relating to a building or classroom at St. Eugene College.

Using Adobe Photoshop CS4 or another image manipulation portfolio, prepare two different versions of each image to submit for this assignment (that is, you must submit both the original image and an altered image).

(c) Prepare a series of six (6) digital images which are a study of a natural feature around the College (like the plants, trees, birds, skinks).

Using Adobe Photoshop CS4 or another image manipulation portfolio, prepare two different versions of each image to submit for this assignment (that is, you must submit both the original image and an altered image).

(d) Take two (2) unrelated photos from around the school (for example, take a photo of a person on a bench seat and a photo of the oval).

Using Adobe Photoshop CS4 or another image manipulation portfolio Make these two photos into one (1) new image. You must submit both of the original images and the altered image for this assignment.

Once you have completed your planning, you should make an appointment to see your teacher and have them check your planning. You are required to seek their feedback on what can be improved, and make changes accordingly. You may make a second appointment and re-present the plan as your final submission if you so desire.
Task Four

Once your plan has been approved, you may commence capturing your images and manipulating these to fulfil the requirements of this assignment. This should be completed during class time where possible and all images should be saved on the College network – not just on your laptop or media card – always save in at least two places at all times.

You should stick to your ideas. Some tips for completing this include:

1 Capturing Images

- Stick to your plan as this will streamline the time and effort involved in this process
- If all the planning is done in pre-capture stage, the actual taking of the photos should be relatively hassle free - however, always be prepared for the unexpected
- As you are going to edit your images, you do not have to capture them in the order of the activities outlined above.

2 Post-production

- Use your planning as the source for manipulating your images into the correct format to complete all of the required tasks.
- The final products should be professionally presented and able to be printed in both black and white and colour formats if needed.
- Remember to save your work regularly along the way to avoid accidents or malfunctions which could cause you to have to start all over again from the beginning.

Task Five

Once you have finished your portfolio of photos, make an appointment to see your teacher and have them view the final product. You are required to seek their feedback on what can be improved, and make changes accordingly.

Record the feedback you received from the draft and write a self evaluation (approximately 300 words) of your thoughts on the final portfolio.

Task Six

Submit all of the original images, the manipulated images by the due date.
### Yr 9 ICT Criteria Sheet:

**Name:** ____________________________  **Class:** ________  **Teacher:** ______________________________

<table>
<thead>
<tr>
<th>ACCESSING AND CONSTRUCTING DIGITAL INFORMATION</th>
<th>A</th>
<th>B</th>
<th>C</th>
<th>D</th>
<th>E</th>
</tr>
</thead>
<tbody>
<tr>
<td>Student has produced a professional portfolio on the set themes</td>
<td>Student has produced a professional portfolio with minor errors mostly on the set themes</td>
<td>Student has produced a professional portfolio with errors sometimes on the set themes</td>
<td>Student has produced a portfolio that is not of a professional standard and is not on the themes</td>
<td>Student has not produced a portfolio of a satisfactory standard and/or on themes.</td>
<td></td>
</tr>
<tr>
<td>Portfolio includes a minimum of 18 images covering all of the required areas.</td>
<td>Portfolio includes between 14 and 17 images covering most of the required areas.</td>
<td>Portfolio includes between 10 and 13 images covering some of the required areas.</td>
<td>Portfolio includes between 5 and 9 images covering a few of the required areas.</td>
<td>Portfolio includes less than 5 images which do not cover all of the required areas.</td>
<td></td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>DIGITAL COMMUNICATION AND PUBLISHING</th>
<th>A</th>
<th>B</th>
<th>C</th>
<th>D</th>
<th>E</th>
</tr>
</thead>
<tbody>
<tr>
<td>The student has demonstrated inventiveness and originality in the planning of a capture sequence and execution of the plan.</td>
<td>The student has demonstrated originality in the planning of a capture sequence and has executed the plan.</td>
<td>The student has demonstrated the ability to plan a capture sequence and has executed the plan.</td>
<td>The student has attempted to complete a capture sequence and has implemented the plan on a limited scale.</td>
<td>The student has demonstrated very little understanding of capture sequence techniques or planning.</td>
<td></td>
</tr>
<tr>
<td>The student consistently uses elements, principles and genre conventions to produce a Log of Activities</td>
<td>The student regularly uses elements, principles and genre conventions to produce a Log of Activities</td>
<td>The student uses some elements, principles and genre conventions to produce a Log of Activities</td>
<td>Limited use of elements, principles and genre conventions to produce a Log of Activities</td>
<td>Inadequate or no use of elements, principles and genre conventions to produce a Log of Activities</td>
<td></td>
</tr>
<tr>
<td>The student effectively presents the Portfolio of images in an entertaining way</td>
<td>The student effectively presents the Portfolio of images in a somewhat entertaining way</td>
<td>The student presents the Portfolio of images in a satisfactory manner</td>
<td>The student effectively presents the Portfolio of images in a manner which is not always satisfactory</td>
<td>The student presents an unsatisfactory or no appropriate Portfolio of images</td>
<td></td>
</tr>
<tr>
<td>The Log of Activities is complete and very well written</td>
<td>The Log of Activities is complete and generally well written</td>
<td>The Log of Activities is complete and written in a satisfactory manner</td>
<td>The Log of Activities is not always completed in a satisfactory manner</td>
<td>The Log of Activities is not submitted or not completed in a satisfactory manner</td>
<td></td>
</tr>
<tr>
<td>Interacting with Machines</td>
<td>Developed an assignment that very effectively incorporates both a written Log of Activities and a digital presentation</td>
<td>Developed an assignment that effectively incorporates both a written Log of Activities and a digital presentation</td>
<td>Developed an assignment that satisfactorily incorporates both a written Log of Activities and a digital presentation</td>
<td>Limited development of an assignment that incorporates both a written Log of Activities and a digital presentation</td>
<td>The assignment does not incorporate a written Log of Activities and/or a digital presentation</td>
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<tr>
<td></td>
<td>Has effectively applied a wide range of skills and design principals in available software to produce all requirements of this assignment</td>
<td>Has somewhat effectively applied a range of skills and design principals in available software to produce all requirements of this assignment</td>
<td>Has satisfactorily applied a range of skills and design principals in available software to produce most requirements of this assignment</td>
<td>Has sometimes applied a limited range of skills and design principals in available software to produce some requirements of this assignment</td>
<td>Has not demonstrated any skills and design principals in available software to produce the requirements of this assignment</td>
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<tr>
<td></td>
<td>Student demonstrates excellent skills in capturing and manipulating a variety of images.</td>
<td>Student demonstrates good skills in capturing and manipulating a variety of images.</td>
<td>Student demonstrates sound skills in capturing and manipulating a variety of images.</td>
<td>Student has limited skills in capturing and manipulating a variety of images.</td>
<td>Student has very limited skills in capturing and manipulating a variety of images.</td>
</tr>
<tr>
<td></td>
<td>Student captures images without requiring additional teacher assistance.</td>
<td>Student captures images with minimal additional teacher assistance.</td>
<td>Student can capture images with additional assistance from teacher.</td>
<td>Student required substantial additional assistance from teacher in capturing images.</td>
<td>Student has not captured required images.</td>
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<td></td>
<td>Excellent image choices have been made.</td>
<td>Good image choices have been made.</td>
<td>Satisfactory image choice.</td>
<td>Image choice is not always satisfactory.</td>
<td>Image choice is not satisfactory or not included.</td>
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<tr>
<td></td>
<td>An excellent portfolio has been created using appropriate software.</td>
<td>A good portfolio has been created using appropriate software.</td>
<td>A satisfactory portfolio has been created using appropriate software.</td>
<td>The portfolio that has been created using appropriate software is not entirely satisfactory.</td>
<td>The portfolio has not been created and/or software use is unsatisfactory.</td>
</tr>
</tbody>
</table>
Student Assessment Responsibilities

Trouble printing:
Bring a note from your parent and assignment on USB stick to the teacher on the due date. Assignment may only be submitted by e-mail to the teacher if they have given you permission to do so.

Trouble with home computer:
Note from parent attached to work completed and USB stick to teacher on due date. Follow up work to be submitted within two days.

Extenuating circumstances requiring an extension:
Note or phone call to a teacher at least 2 days before the due date, then discussed with subject co-ordinator.

Absent on due date:
Parent phone call to be made to the teacher and arrangements made or assignment dropped at school office with teacher’s name clearly indicated.

Submission of computer generated work:
All work which is completed using a computer should be saved in the student’s designated area on the College’s network – NOT ONLY ON THEIR LAPTOPS – to ensure that there is a back-up if something goes wrong with the laptop. As this is an on-going process which should be completed every lesson, this may be used to provide evidence of work completed in class time if no final assignment work is submitted on the due date

Student declaration:

‘I declare this to be my original work. During the research for and preparation of this assignment, the nature of the assistance I have received has been appropriate and the submitted response is a true indication of my work.’

Student sign: _____________________________  Date: ____________________