

**TRAINING PROGRAM OF INSTRUCTION (TPI)  
FOR**

**DINFOS-BSP**

***BASIC STILL PHOTOGRAPHY***



***Approved by:***

Commandant Defense Information School  
Supersedes TPI Dated: 28 April 2005



**BASIC STILL PHOTOGRAPHY COURSE**  
**TRAINING PROGRAM OF INSTRUCTION**

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# TRAINING PROGRAM OF INSTRUCTION

## Preface

**TRAINING PROGRAM OF INSTRUCTION FILE NUMBER (TPFN):** DINFOS-BSP  
**TITLE:** Basic Still Photography Course

**TRAINING LOCATION:** Defense Information School, Fort George G. Meade, Maryland

### **SPECIALTY AWARDED:**

US Army	MOS	25V (after successful completion of VPD)
US Air Force	AFSC	3V032, Still Photographer
US Marine Corps	MOS	4641, Combat Photographer

**PURPOSE:** To provide entry-level training in the basic fundamentals of still photography and electronic imaging techniques.

**DESCRIPTION:** This course provides instruction in theory and application of photographic fundamentals, captioning, optics, light sources, camera operations for standard and studio photography, exposing, processing, and printing color images. Electronic imaging including digital cameras, imaging and graphic software, image transmission, archiving, and editing are trained in theory and hands-on applications.

### **PREREQUISITES:**

US Army	ASVAB EL score and GT score of 95 or higher; distant visual acuity correctable to 20/20, with normal color vision; must follow on to DINFOS-VPD course; must be eligible for secret clearance.
US Air Force	AFAQE score of 43; distant visual acuity correctable to 20/20 with normal color vision; must be eligible for secret clearance.
US Marine Corps	GT score of 100 or higher; distant visual acuity correctable to 20/20 with normal color vision; must be eligible for secret clearance.

International students attending this course must have an English Comprehension Level (ECL) of 70, and distant visual acuity correctable to 20/20.

Civilian personnel: As determined by need of agency.

**SECURITY CLEARANCE:** None

**CLASS SIZE:**

MAXIMUM: 24

MINIMUM: 8

ANNUAL COURSE CAP: 240

**COURSE LENGTH:** 60 Training Days

ACADEMIC HOURS: 459

ADMINISTRATIVE HOURS: 21

TOTAL COURSE HOURS: 480

**INSTRUCTOR CONTACT HOURS:** 1683

<b>TYPE/METHOD OF INSTRUCTION:</b>	<b>HOURS:</b>
LECTURE (L):	45
PERFORMANCE EXERCISE (PE):	327
DEMONSTRATION (D):	13
PERFORMANCE EXAMINATION (EP):	48
WRITTEN EXAMINATION (EW):	26
ADMINISTRATION (AD):	21

**TRAINING START DATE:** June 2007

**ENVIRONMENTAL IMPACT:** None. DoD policy was followed to assess the environmental impact.

**MANPOWER:** The Interservice Training Review Organization (ITRO) formula was used to determine the number of instructors required.

**EQUIPMENT AND FACILITIES:** The Course Design Resource Estimate (CDRE) contains this information.

**TRAINING DEVELOPMENT PROPONENT:** Defense Information School, Directorate of Training, (DINFOS/DOT): 301- 677- 3273; DSN 622-3273.

**FUNCTIONAL AREA 1**  
**PHOTOGRAPHIC FUNDAMENTALS**

**TPFN: DINFOS-BSP-001**

**UNIT(s):**

- 001 Safety
- 002 Security
- 003 Administration Information
- 004 Light Theory
- 005 Digital Camera Operations
- 006 Exposure and Lenses
- 007 Composition
- 008 Introduction to Electronic Imaging Systems
- 009 Functional Area Test and Critique

**TERMINAL TRAINING OUTCOME:** *The student has learned the photographic fundamentals. Emphasis is placed on basic camera operations, exposure and composition required of being a military photographer. The student is fully prepared and oriented to begin developing individual skills in a crawl-walk-run training approach to accomplish apprentice competence in the full spectrum of photography.*

**TPFN HOURS AND TYPES:**

15.5 L  
6 EP  
2.5 D  
5 EW  
75 PE

**TPFN TOTAL HOURS: 104.0**

**FUNCTIONAL AREA 1**  
**PHOTOGRAPHIC FUNDAMENTALS**

**TPFN:** DINFOS-BSP-001-001-

**UNIT TITLE:** Safety

**TPFN HOURS AND TYPE:** 1.5 L, 1 PE

**TPFN TOTAL HOURS:** 2.5

**PREREQUISITE TPFN:** None

**TASK(s):**

- 001 Define the right to know statement IAW OSHA standards.
- 002 Describe Material Safety Data Sheet (MSDS) contents and usage.
- 003 Identify Environmental Protection Standards (EPA Standards).
- 004 Describe safety precautions to be followed when working with chemical, electrical, mechanical, and physical hazards.
- 005 Apply safety precautions to be followed when working with chemical, electrical, mechanical, and physical hazards.

**SUMMARY OF INSTRUCTION:** Students are provided Material Safety Data Sheets for all chemicals in the course and must verify in writing that they have read and understand the MSDS's. Students identify Environmental Protection Standards as applicable to the Visual Information career field. Students are trained on all safety issues and precautions used in the course. Students must complete required reading and attain a minimum score of 70% on written and performance exams at the completion of Functional Area 1 (Ref: TPFN: DINFOS-BSP-001-001).

**REFERENCES:**

BSP, Functional Area 1, "Photographic Fundamentals Study Guide"  
DoD Instruction 6055.1 series, "DoD Safety and Occupational Health Program"  
DoD Instruction 6050.5 series "DoD Hazard Communication Program"  
Hazardous Material Information System  
TPFN: DINFOS-BSP 001-001

**INSTRUCTOR/STUDENT RATIO:** 1:24 (L)

**SAFETY FACTORS:** Normal

**FUNCTIONAL AREA 1**  
**PHOTOGRAPHIC FUNDAMENTALS**

**TPFN:** DINFOS-BSP-001-002-

**UNIT TITLE:** Security

**TPFN HOURS AND TYPE:** 1.5 L

**TPFN TOTAL HOURS:** 1.5

**PREREQUISITE TPFN:** DINFOS-BSP-001-001

**TASK(s):**

- 001 Identify physical security procedures.
- 002 Identify the correct area of application of Operations Security (OPSEC).
- 003 Identify the correct procedures for marking and distributing classified material and handling sensitive items.

**SUMMARY OF INSTRUCTION:** Students learn physical and operational security procedures as applicable to the Visual Information career field including marking and distribution of classified photographs and classification authority. Levels of security including Top Secret, Secret, and Confidential will be discussed. Students must complete required reading and attain a minimum score of 70% on written and performance exams at the completion of Functional Area 1 (Ref: TPFN: DINFOS-BSP 001-002).

**REFERENCES:**

DoD Directive 5200.1 series “DoD Information Security Program”  
DoD Directive 5200.8 series “Security of DoD Installations and Resources”  
BSP, Functional Area 1, “Photographic Fundamentals Study Guide”  
TPFN: DINFOS-BSP 001-002

**INSTRUCTOR/STUDENT RATIO:** 1:24 (L)

**SAFETY FACTORS:** Normal

**FUNCTIONAL AREA 1**  
**PHOTOGRAPHIC FUNDAMENTALS**

**TPFN:** DINFOS-BSP-001-003-

**UNIT TITLE:** Administration Information

**TPFN HOURS AND TYPE:** 1.5 L, 1 EW

**TPFN TOTAL HOURS:** 2.5

**PREREQUISITE TPFN:** DINFOS-BSP-001-002

**TASK(s):**

- 001 Explain preparation, maintenance, and use a Service-specific work request and work request log.
- 002 Reference equipment operating manual.
- 003 Identify disposition procedures for visual information records and photography (DoD 5040 series).
- 004 Identify proper customer interaction procedures.
- 005 Identify ethical standards of conduct (Fraud, Waste, & Abuse).
- 006 Identify Service-related instructions.
- 007 Student progress quiz and critique (Units 1-3).

**SUMMARY OF INSTRUCTION:** Students learn how to operate a Visual Information facility to include maintaining required forms and documentation. Customer service, guidelines for ethical versus unethical work orders and the Photo Lab Index will be discussed. Students will complete a quiz covering tasks from TPFN: DINFOS-BSP 001-001 through TPFN: DINFOS-BSP 001-003 and attain a minimum score of 70%. Students must complete required reading and attain a minimum score of 70% on written and performance exams at the completion of Functional Area 1 (Ref: TPFN: DINFOS-BSP 001-003).

**REFERENCES:**

DoD Directive 5040.2 series, "Visual Information"

DoD Directive 1300.7 series, "Training and Education Measures Necessary to Support the Code of Conduct"

BSP, Functional Area 1, "Photographic Fundamentals Study Guide"

TPFN: DINFOS-BSP 001-003

**INSTRUCTOR/STUDENT RATIO:** 1:24 (L, EW)

**SAFETY FACTORS:** Normal

**FUNCTIONAL AREA 1**  
**PHOTOGRAPHIC FUNDAMENTALS**

**TPFN:** DINFOS-BSP-001-004-

**UNIT TITLE:** Light Theory

**TPFN HOURS AND TYPE:** 1.5 L

**TPFN TOTAL HOURS:** 1.5

**PREREQUISITE TPFN:** DINFOS-BSP-001-003

**TASK(s):**

001 Identify the basic facts about the theory of light.

**SUMMARY OF INSTRUCTION:** Students will be taught the basic facts about the theory of light and the visible portion of the electromagnetic spectrum as it relates to vision. Students must complete required reading and attain a minimum score of 70% on written and performance exams at the completion of Functional Area 1 (Ref: TPFN: DINFOS-BSP 001-004).

**REFERENCES:**

BSP, Functional Area 1, "Photographic Fundamentals Study Guide"  
Photography, Pearson Educational Publishers, London, Barbara, and John Upton  
TPFN: DINFOS-BSP-001-004

**INSTRUCTOR/STUDENT RATIO:** 1:24 (L)

**SAFETY FACTORS:** Normal

**FUNCTIONAL AREA 1**  
**PHOTOGRAPHIC FUNDAMENTALS**

**TPFN:** DINFOS-BSP-001-005-

**UNIT TITLE:** Digital Camera Operations

**TPFN HOURS AND TYPE:** 1 L, 1 D, 15.5 PE

**TPFN TOTAL HOURS:** 17.5

**PREREQUISITE TPFN:** DINFOS-BSP-001-004

**TASK(s):**

- 001 Describe the characteristics of Electronic Charged Coupled Devices (CCD's).
- 002 Identify the basic characteristics and components of a digital camera.
- 003 Use digital camera to record/acquire images.
- 004 Use image management software to download digital images.
- 005 Perform operator maintenance on a digital camera kit.

**SUMMARY OF INSTRUCTION:** Students will learn the characteristics of linear and array CCD's and digital cameras. Instructors will demonstrate procedures for operation of a digital camera and the downloading of digital images to a computer. Practical exercises will be conducted to check learning and reinforce concepts of digital photography. Students must complete required reading and attain a minimum score of 70% on written and performance exams at the completion of Functional Area 1 (Ref: TPFN: DINFOS-BSP-001-001-005).

**REFERENCES:**

DINFOS-BSP, Functional Area 1, "Photographic Fundamentals Study Guide"  
Photography, Pearson Educational Publishers, London, Barbara, and John Upton  
TPFN: DINFOS-BSP 001-005

**INSTRUCTOR/STUDENT RATIO:** 1:24 (L, D); 1:6 (PE)

**SAFETY FACTORS:** Normal

**FUNCTIONAL AREA 1**  
**PHOTOGRAPHIC FUNDAMENTALS**

**TPFN:** DINFOS-BSP-001-006-

**UNIT TITLE:** Exposure and Lenses

**TPFN HOURS AND TYPE:** 3.5 L, .5 D, 30.5 PE, 1 EW

**TPFN TOTAL HOURS:** 35.5

**PREREQUISITE TPFN:** DINFOS-BSP-001-005

**TASK(s)**

- 001 Identify the basic facts about the theory of exposure.
- 002 Determine equivalent exposure.
- 003 Identify the principles of photographic lenses.
- 004 Use lenses (normal, wide-angle, telephoto, macro and zoom) to control image size.
- 005 Adjust lens for depth-of-field/focus.
- 006 Identify the effects and limitations of neutral density, polarizing, and haze/ultraviolet filters.
- 007 Student progress quiz and critique (Units 4-6).

**SUMMARY OF INSTRUCTION:** Students will be taught the basic facts about the theory of exposure and learn to determine equivalent exposures with shutter speed and f-stop combinations. Basic daylight exposure using the “sunny 16” method will be taught. Students will also learn to expose using various lenses. A practical exercise including exposure with various lenses and filter combinations will be conducted. Students will complete a quiz covering tasks from TPFN: DINFOS-BSP 001-004 through TPFN: DINFOS-BSP 001-006 and attain a minimum score of 70%. Students must complete required reading and attain a minimum score of 70% on written and performance exams at the completion of Functional Area 1 (Ref: TPFN: DINFOS-BSP 001-006).

**REFERENCES:**

BSP, Functional Area 1, “Photographic Fundamentals Study Guide”  
Photography, Pearson Educational Publishers, London, Barbara, and John Upton  
TPFN: DINFOS-BSP 001-006

**INSTRUCTOR/STUDENT RATIO:** 1:24 (L, D, EW); 1:6 (PE)

**SAFETY FACTORS:** Normal

**FUNCTIONAL AREA 1**  
**PHOTOGRAPHIC FUNDAMENTALS**

**TPFN:** DINFOS-BSP-001-007-

**UNIT TITLE:** Composition

**TPFN HOURS AND TYPE:** 2 L, 23 PE

**TPFN TOTAL HOURS:** 25

**PREREQUISITE TPFN:** DINFOS-BSP-001-006

**TASK(s):**

- 001 Identify the basic elements of composition.
- 002 Apply the basic elements of composition to acquire imagery.

**SUMMARY OF INSTRUCTION:** Students will be taught how to use the basic elements of composition to enhance photographic images. Composition training will include basic elements including rule of thirds, framing, balance, perspective, and types of lines. There will be a practical exercise to reinforce learning on composition. Students must complete required reading and attain a minimum score of 70% on written and performance exams at the completion of Functional Area 1 (Ref: TPFN: DINFOS-BSP 001-007).

**REFERENCES:**

BSP, Functional Area 1, "Photographic Fundamentals Study Guide"  
Photography, Pearson Educational Publishers, London, Barbara, and John Upton  
TPFN: DINFOS-BSP 001-007

**INSTRUCTOR/STUDENT RATIO:** 1:24 (L); 1:6 (PE)

**SAFETY FACTORS:** Normal

**FUNCTIONAL AREA 1**  
**PHOTOGRAPHIC FUNDAMENTALS**

**TPFN:** DINFOS-BSP-001-008-

**UNIT TITLE:** Introduction to Electronic Imaging Systems

**TPFN HOURS AND TYPE:** 3 L, 1 D, 5 PE, 1 EW

**TPFN TOTAL HOURS:** 10

**PREREQUISITE TPFN:** DINFOS-BSP-001-007

**TASK(s):**

- 001 Identify and describe the characteristics of computers.
- 002 Operate a personal computer and peripherals, to include mouse and keyboard.
- 003 Identify and describe the principles of electronic imaging.
- 004 Demonstrate file management.
- 005 Explain compressed/non-compressed file formats.
- 006 Use computer workstation with imaging software, employing various methods to download and manage digital photographs.
- 007 Identify operator maintenance procedures on electronic imaging equipment.
- 008 Student progress quiz and critique (Units 7-8).

**SUMMARY OF INSTRUCTION:** Students will learn the basics of operating a computer and peripherals as an introduction to electronic imaging. A practical exercise will be conducted to check learning and reinforce concepts of computer fundamentals, computer operating systems, and image storage systems. Students will complete a quiz covering tasks from TPFN: DINFOS-BSP 001-007 through TPFN: DINFOS-BSP 001-008 and attain a minimum score of 70%. Students must complete required reading and attain a minimum score of 70% on written and performance exams at the completion of Functional Area 1 (Ref: TPFN: DINFOS-BSP 001-008).

**REFERENCES:**

BSP, Functional Area 1, "Photographic Fundamentals Study Guide"  
Photography, Pearson Educational Publishers, London, Barbara, and John Upton  
TPFN: DINFOS-BSP 001-008

**INSTRUCTOR/STUDENT RATIO:** 1:24 (L, D, EW); 1:6 (PE)

**SAFETY FACTORS:** Normal

**FUNCTIONAL AREA 1**  
**PHOTOGRAPHIC FUNDAMENTALS**

**TPFN:** DINFOS-BSP-001-009-

**UNIT TITLE:** Functional Area Test and Critique

**TPFN HOURS AND TYPE:** 2 EW, 6 EP

**TPFN TOTAL HOURS:** 8

**PREREQUISITE TPFN:** DINFOS-BSP-001-001 to 008

**TASK(s):**

- 001 Written Test & Critique.
- 002 Performance Test & Critique.

**SUMMARY OF INSTRUCTION:** Students will complete a written test covering tasks from TPFN DINFOS-BSP 001-001 through TPFN DINFOS-BSP 001-008. Upon successful completion of the written test, students will complete a performance test covering selected tasks from the same TPFNs. Students must attain a minimum grade of 70% on the written and performance tests.

**REFERENCES:**

BSP, Functional Area 1, "Fundamentals of Photography Study Guide"  
Photography, Pearson Educational Publishers, London, Barbara, and John Upton  
DoD Directive 5040.2 series, "Visual Information"  
DoD Instruction 6050.5 series, "DoD Hazard Communication Program"  
DoD Directive 5200.1 series, "DoD Information Security Program"  
DoD Directive 5200.8 series, "Security of DoD Installations and Resources"  
DoD Directive 6055.1 series, "DoD Safety and Occupational Health Program"  
DoD Directive 1300.7 series, "Training and Education Measures Necessary to Support the Code of Conduct"  
TPFN: DINFOS-BSP 001-001 through TPFN: DINFOS-BSP 001-008

**INSTRUCTOR/STUDENT RATIO:** 1:24 (EW); 1:6 (EP)

**SAFETY FACTORS:** Normal

**FUNCTIONAL AREA 2**  
**INTRODUCTION TO DIGITAL IMAGING**

**TPFN:** DINFOS-BSP-002-

**UNIT(s):**

- 001 Color Theory
- 002 Captions
- 003 Electronic Flash
- 004 Awards and Presentations
- 005 Image Editing Software
- 006 Digital Output Devices
- 007 Functional Area Test and Critique

**TERMINAL TRAINING OUTCOME:** The student possesses a fundamental comprehension of all photographic fundamentals. In this area of concentration, the student(s) focuses on developing their ability to produce quality color imagery using available assets. The student has performed the essential skills to gather photographic imagery as a supervised apprentice.

**TPFN HOURS AND TYPES:**

9 L  
6 EP  
3.5 D  
4 EW  
65.5 PE

**TPFN TOTAL HOURS: 88**

**FUNCTIONAL AREA 2**  
**INTRODUCTION TO DIGITAL IMAGING**

**TPFN:** DINFOS-BSP-002-001-

**UNIT TITLE:** Color Theory

**TPFN HOURS AND TYPE:** 1.5 L

**TPFN TOTAL HOURS:** 1.5

**PREREQUISITE TPFN:** None

**TASK(s):**

001 Explain the theory of light and color.

**SUMMARY OF INSTRUCTION:** Students will learn the additive and subtractive light theories, and how the light spectrum affects color film. Students will learn the principles and characteristics of exposing with a digital camera. Students must complete required reading and attain a minimum score of 70% on written and performance exams at the completion of Functional Area 2 (Ref: TPFN: DINFOS-BSP-002-001).

**REFERENCES:**

BSP, Functional Area 2, "Introduction to Digital Imaging Study Guide"  
Photography, Pearson Educational Publishers, London, Barbara, and John Upton  
TPFN: DINFOS-BSP-002-001

**INSTRUCTOR/STUDENT RATIO:** 1:24 (L)

**SAFETY FACTORS:** Normal

**FUNCTIONAL AREA 2**  
**PHOTOGRAPHIC FUNDAMENTALS**

**TPFN:** DINFOS-BSP-002-002-

**UNIT TITLE:** Captions

**TPFN HOURS AND TYPE:** 1 L, 1 D, 12 PE

**TPFN TOTAL HOURS:** 14

**PREREQUISITE TPFN:** DINFOS-BSP-002-001

**TASK(s):**

- 001 Define components of a caption and VIRIN number.
- 002 Prepare captions using caption software.
- 003 Write captions/cutlines.

**SUMMARY OF INSTRUCTION:** Students learn the 15 character VIRIN format, components of a proper caption, and will be introduced to the VI standard software used for captioning. A practical exercise will be conducted producing a caption labeled with the student's individual VIRIN number. Students must complete required reading and attain a minimum score of 70% on written and performance exams at the completion of Functional Area 2 (Ref: TPFN: DINFOS-BSP 002-002).

**REFERENCES:**

BSP, Functional Area 2, "Introduction to Digital Imaging Study Guide"  
The Associated Press Stylebook and Libel Manual  
TPFN: DINFOS-BSP-002-002

**INSTRUCTOR/STUDENT RATIO:** 1:24 (L, D); 1:6 (PE)

**SAFETY FACTORS:** Normal

**FUNCTIONAL AREA 2**  
**INTRODUCTION TO DIGITAL IMAGING**

**TPFN:** DINFOS-BSP-002-003-

**UNIT TITLE:** Electronic Flash

**TPFN HOURS AND TYPE:** 1.5 L, .5 D, 20 PE, 1 EW

**TPFN TOTAL HOURS:** 23

**PREREQUISITE TPFN:** DINFOS-BSP-002-002

**TASK(s):**

- 001 Identify the basic facts about electronic flash.
- 002 Use direct and off-camera flash techniques.
- 003 Use diffuser, bounce, synchro-sun/fill flash techniques.
- 004 Student progress quiz and critique. (Units 1-3)

**SUMMARY OF INSTRUCTION:** Students learn basic facts about electronic flash and how to calculate exposure using various techniques. Students learn to use a digital camera while employing various flash techniques including direct, bounce, off camera, and synchro-sun. A practical exercise will be conducted to check learning and reinforce concepts of electronic flash techniques. Students will complete a quiz covering tasks from TPFN: DINFOS-BSP 002-001 through TPFN: DINFOS-BSP 002-003 and attain a minimum score of 70%. Students must complete required reading and attain a minimum score of 70% on written and performance exams at the completion of Functional Area 2 (Ref: TPFN: DINFOS-BSP-002-003).

**REFERENCES:**

BSP, Functional Area 2, "Introduction to Digital Imaging Study Guide"  
Photography, Pearson Educational Publishers, London, Barbara, and John Upton  
TPFN: DINFOS-BSP-002-003

**INSTRUCTOR/STUDENT RATIO:** 1:24 (L, D, EW); 1:6 (PE)

**SAFETY FACTORS:** Normal

**FUNCTIONAL AREA 2**  
**INTRODUCTION TO DIGITAL IMAGING**

**TPFN:** DINFOS-BSP-002-004-

**UNIT TITLE:** Awards and Presentations

**TPFN HOURS AND TYPE:** 1.5 L, .5 D, 7.5 PE

**TPFN TOTAL HOURS:** 9.5

**PREREQUISITE TPFN:** DINFOS-BSP-002-003

**TASK(s):**

- 001 Identify key photographic elements in Award/Presentation Ceremonies and group photographs.
- 002 Photograph awards and presentations.

**SUMMARY OF INSTRUCTION:** Students will learn how to photograph awards and presentations with simulated ceremonies. A practical exercise will be conducted to check learning and reinforce concepts of award and presentation photography. Students must complete required reading and attain a minimum score of 70% on written and performance exams at the completion of Functional Area 2 (Ref: TPFN: DINFOS-BSP-002-004).

**REFERENCES:**

BSP, Functional Area 2, "Introduction to Digital Imaging Study Guide"  
Photography, Pearson Educational Publishers, London, Barbara, and John Upton  
TPFN: DINFOS-BSP-002-004

**INSTRUCTOR/STUDENT RATIO:** 1:24 (L,D); 1:6 (PE)

**SAFETY FACTORS:** Normal

**FUNCTIONAL AREA 2**  
**INTRODUCTION TO DIGITAL IMAGING**

**TPFN:** DINFOS-BSP-002-005

**UNIT TITLE:** Image Editing Software

**TPFN HOURS AND TYPE:** 2 L, .5 D, 7.5 PE

**TPFN TOTAL HOURS:** 10

**PREREQUISITE TPFN:** DINFOS-BSP-002-004

**TASK(s):**

- 001 Identify DoD guidelines concerning ethics, copyright restrictions, and other legal issues affected by electronic imaging processes.
- 002 Identify the characteristics and principles of image editing software.
- 003 Use computer workstation with imaging and caption software, employing various methods to perform image enhancement and use various selection tools on captured digital photographs.

**SUMMARY OF INSTRUCTION:** Students will learn DoD guidelines for ethical image enhancement and alteration of digital photographs and selected topics of image enhancement/editing software such as filters and tool menus to manage and correct digital images. Instructors will demonstrate proper and ethical image enhancement techniques. A practical exercise will be conducted to check learning and reinforce concepts of image enhancement software. Students must complete required reading and attain a minimum score of 70% on written and performance exams at the completion of Functional Area 2 (Ref: TPFN: DINFOS-BSP-002-005).

**REFERENCES:**

BSP, Functional Area 2, "Introduction to Digital Imaging Study Guide and Workbook"  
Photography, Pearson Educational Publishers, London, Barbara, and John Upton  
TPFN: DINFOS-BSP-002-005

**INSTRUCTOR/STUDENT RATIO:** 1:24 (L, D); 1:6 (PE)

**SAFETY FACTORS:** Normal

**FUNCTIONAL AREA 2**  
**INTRODUCTION TO DIGITAL IMAGING**

**TPFN:** DINFOS-BSP-002-006-

**UNIT TITLE:** Digital Output Devices

**TPFN HOURS AND TYPE:** 1.5 L, 1 D, 18.5 PE, 1 EW

**TPFN TOTAL HOURS:** 22

**PREREQUISITE TPFN:** DINFOS-BSP-002-005

**TASK(s):**

- 001 Identify the components and operation of an automated printer-processor.
- 002 Produce color prints using an automated printer-processor.
- 003 Describe characteristics of laser and inkjet printers.
- 004 Use laser and inkjet printers to output digital images.
- 005 Identify the procedures associated with color management of monitors.
- 006 Student progress quiz and critique (Units 4-6)

**SUMMARY OF INSTRUCTION:** Students learn principles of output devices and configure input and output devices to yield predictable result. A practical exercise will be conducted to check learning and reinforce concepts of digital cameras, documentary photography and digital output devices. Students will complete a quiz covering tasks from TPFN: DINFOS-BSP 002-004 through TPFN: DINFOS-BSP 002-006 and attain a minimum score of 70%. Students must complete required reading and attain a minimum score of 70% on written and performance exams at the completion of Functional Area 2 Ref: TPFN: DINFOS-BSP-002-006).

**REFERENCES:**

BSP, Functional Area 2, "Introduction to Digital Imaging Study Guide"  
Photography, Pearson Educational Publishers, London, Barbara, and John Upton  
TPFN: DINFOS-BSP-002-006

**INSTRUCTOR/STUDENT RATIO:** 1:24 (L, D, EW); 1:6 (PE)

**SAFETY FACTORS:** Normal

**FUNCTIONAL AREA 2**  
**INTRODUCTION TO DIGITAL IMAGING**

**TPFN:** DINFOS-BSP-002-007-

**UNIT TITLE:** Functional Area Test and Critique

**TPFN HOURS AND TYPE:** 2 EW, 6 EP

**TPFN TOTAL HOURS:** 8

**PREREQUISITE TPFN:** DINFOS-BSP-002-001 through 006

**TASK(s):**

- 001 Written Test & Critique.
- 002 Performance Test & Critique.

**SUMMARY OF INSTRUCTION:** Students will complete a written test covering tasks from TPFN: DINFOS-BSP 002-001 through TPFN: DINFOS-BSP 002-006. Upon successful completion of the written test, students will complete a performance test covering selected tasks from the same TPFNs. Students must attain a minimum grade of 70% on the written and performance test.

**REFERENCES:**

BSP, Functional Area 2, "Introduction to Digital Imaging Study Guide"  
Photography, Pearson Educational Publishers, London, Barbara, and John Upton  
TPFN: DINFOS-BSP 002-001 through TPFN: DINFOS-BSP 002-006

**INSTRUCTOR/STUDENT RATIO:** 1:24 (EW); 1:6 (EP)

**SAFETY FACTORS:** Normal

**FUNCTIONAL AREA 3**  
**OPERATIONAL PHOTOGRAPHY**

**TPFN: DINFOS-BSP-003**

**UNIT(s):**

- 001 Combat Camera
- 002 Electronic Image Transmission
- 003 Night Vision Applications
- 004 Multimedia Software
- 005 Joint Combat Camera Operations Photographic Assignment
- 006 Functional Area Test and Critique

**TERMINAL TRAINING OUTCOME:** The student has performed increasingly complex photographic compositional techniques. In this area of concentration, the student will use previously learned techniques to document in an uncontrolled action environment. The student is capable of managing post production imagery using the latest technology in a field environment.

**TPFN HOURS AND TYPES:**

7 L  
9.5 EP  
4 D  
6 EW  
53.5 PE

**TPFN TOTAL HOURS: 80**

**FUNCTIONAL AREA 3**  
**OPERATIONAL PHOTOGRAPHY**

**TPFN:** DINFOS-BSP-003-001-

**UNIT TITLE:** Combat Camera

**TPFN HOURS AND TYPE:** 3 L, 1 D, 12.5 PE

**TPFN TOTAL HOURS:** 16.5

**PREREQUISITE TPFN:** None

**TASK(s):**

- 001 Identify the principles of combat still documentation.
- 002 Identify considerations of climatic extremes/conditions.
- 003 Identify operator maintenance procedures for equipment exposed to climatic extremes.
- 004 Identify techniques of aerial photography.
- 005 Identify procedures to be considered when performing intelligence photography.
- 006 Photograph uncontrolled action using a digital camera.

**SUMMARY OF INSTRUCTION:** Students will learn the principles of combat still documentation in an operational environment. They will also be taught how to use and maintain photographic equipment under different climatic conditions. A practical exercise will be conducted to check learning and reinforce concepts of digital cameras, documentary photography caption writing, file management and digital output devices. Students must complete required reading and attain a minimum score of 70% on written and performance exams at the completion of Functional Area 3 (Ref: TPFN: DINFOS-BSP 003-001).

**REFERENCES:**

BSP, Functional Area 3, "Operational Photography Study Guide"  
Photography, Pearson Educational Publishers, London, Barbara, and John Upton  
TPFN: DINFOS-BSP 003-001

**INSTRUCTOR/STUDENT RATIO:** 1:24 (L, D); 1:6 (PE)

**SAFETY FACTORS:** Normal

**FUNCTIONAL AREA 3**  
**OPERATIONAL PHOTOGRAPHY**

**TPFN:** DINFOS BSP-003-002-

**UNIT TITLE:** Electronic Image Transmission

**TPFN HOURS AND TYPE:** 2 L, 1 D, 13 PE

**TPFN TOTAL HOURS:** 16

**PREREQUISITE TPFN:** DINFOS-BSP-003-001

**TASK(s):**

- 001 Identify characteristics and principles of networks.
- 002 Define and describe transmission techniques.
- 003 Compress and decompress archived images in various file-formats.
- 004 Describe telecommunication transfer using satellite up-link/down-link and landlines.
- 005 Download imagery.

**SUMMARY OF INSTRUCTION:** Students extend their fundamental electronic imaging training as they learn system management, establishment of telecommunications, and file formats and compression. A practical exercise will be conducted to apply learned principles of image acquisition, file management, formats, compression, and telecommunications. Students must complete required reading and attain a minimum score of 70% on written and performance exams at the completion of Functional Area 3 (Ref: TPFN: DINFOS-BSP 003-002).

**REFERENCES:**

BSP, Functional Area 3, "Operational Photography Study Guide"  
Photography, Pearson Educational Publishers, London, Barbara, and John Upton  
TPFN: DINFOS-BSP-003-002

**INSTRUCTOR/STUDENT RATIO:** 1:24 (L, D); 1:6 (PE)

**SAFETY FACTORS:** Normal

**FUNCTIONAL AREA 3**  
**OPERATIONAL PHOTOGRAPHY**

**TPFN:** DINFOS-BSP-003-003-

**UNIT TITLE:** Night Vision Applications

**TPFN HOURS AND TYPE:** 1 L, 1 D, 4 PE

**TPFN TOTAL HOURS:** 6

**PREREQUISITE TPFN:** DINFOS-BSP-003-002

**TASK(s):**

- 001 Describe the characteristics of night vision devices.
- 002 Photograph military operations employing night vision devices.

**SUMMARY OF INSTRUCTION:** Students will learn the characteristics and properties of night vision devices. Instructors will demonstrate procedures for night vision devices employment in conjunction with a digital camera. Practical exercises will be conducted during the Field Training Exercise (FTX) to check learning and reinforce concepts of night vision photography and image acquisition. Students must complete required reading and attain a minimum score of 70% on written and performance exams at the completion of Functional Area 3 (Ref: TPFN: DINFOS-BSP 003-003).

**REFERENCES:**

BSP, Functional Area 3, "Operational Photography, Study Guide"  
Photography, Pearson Educational Publishers, London, Barbara, and John Upton  
TPFN: DINFOS-BSP-003-003

**INSTRUCTOR/STUDENT RATIO:** 1:24 (L, D); 1:6 (PE)

**SAFETY FACTORS:** Normal

**FUNCTIONAL AREA 3**  
**OPERATIONAL PHOTOGRAPHY**

**TPFN:** DINFOS-BSP-003-004

**UNIT TITLE:** Multimedia Software

**TPFN HOURS AND TYPE:** 1 L, 1 D, 10 PE, 1 EW

**TPFN TOTAL HOURS:** 13

**PREREQUISITE TPFN:** DINFOS-BSP-003-003

**TASK(s):**

- 001 Identify the characteristics and principles of multimedia software and discuss presentation layout.
- 002 Create an electronic multimedia presentation using electronic multimedia software products.
- 003 Student progress quiz and critique. (Units 1-4)

**SUMMARY OF INSTRUCTION:** Students learn to create electronic multimedia presentations. A practical exercise will be conducted to check learning and reinforce concepts of digital cameras, caption writing, documentary photography and multimedia software. Students will complete a quiz covering tasks from TPFN: DINFOS-BSP 003-001 through TPFN: DINFOS-BSP 003-004 and attain a minimum score of 70%. Students must complete required reading and attain a minimum score of 70% on written and performance exams at the completion of Functional Area 3 (Ref: TPFN: DINFOS-BSP-003-004).

**REFERENCES:**

BSP, Functional Area 3, "Operational Photography Study Guide and Workbook"  
Photography Pearson Educational Publishers, London, Barbara, and John Upton  
TPFN: DINFOS-BSP-003-004

**INSTRUCTOR/STUDENT RATIO:** 1:24 (L, D, EW) 1:6 (PE)

**SAFETY FACTORS:** Normal

**FUNCTIONAL AREA 3**  
**OPERATIONAL PHOTOGRAPHY**

**TPFN:** DINFOS-BSP-003-005

**UNIT TITLE:** Joint Combat Camera Operations Photographic Assignment

**TPFN HOURS AND TYPE:** 14 PE

**TPFN TOTAL HOURS:** 14

**PREREQUISITE TPFN:** DINFOS-BSP-003-004

**TASK(s):**

- 001 Use imaging equipment in a combat environment to document (photograph) military operations.
- 002 Transmit images from a combat environment.
- 003 Prepare mission debrief.

**SUMMARY OF INSTRUCTION:** Students will document military operations in a remote location and produce imagery for a local authority as well as transmitting imagery back to DINFOS to be used for AAR and damage assessment reports. The practical exercise will be conducted to check learning and reinforce concepts of digital cameras, caption writing, documentary photography and digital output devices. Students must complete required reading and attain a minimum score of 70% on written and performance exams at the completion of Functional Area 3 (Ref: TPFN: DINFOS-BSP-003-005).

**REFERENCES:**

BSP, Functional Area 3, "Operational Photography Study Guide"  
Photography Pearson Educational Publishers, London, Barbara, and John Upton  
TPFN: DINFOS-BSP-003-005

**INSTRUCTOR/STUDENT RATIO:** 1:6 (PE)

**SAFETY FACTORS:** Normal

**FUNCTIONAL AREA 3**  
**OPERATIONAL PHOTOGRAPHY**

**TPFN:** DINFOS-BSP-003-006-

**UNIT TITLE:** Functional Area Test and Critique

**TPFN HOURS AND TYPE:** 5 EW, 9.5 EP

**TPFN TOTAL HOURS:** 14.5

**PREREQUISITE TPFN:** DINFOS-BSP-003-001 through 005

**TASK(s):**

- 001 Written test and critique.
- 002 Performance test and critique.
- 003 Comprehensive test and critique.

**SUMMARY OF INSTRUCTION:** Students will complete a written test covering tasks from TPFN DINFOS-BSP 003-001 through TPFN: DINFOS-BSP 003-005. Upon successful completion of the written test, students will complete a performance test covering selected tasks from the same TPFNs. Students must attain a minimum grade of 70 on the written test. A minimum of 70 percent must be attained on the performance test. Students will also complete a written comprehensive test covering the first three functional areas with a 70% score required.

**REFERENCES:**

BSP, Functional Area 3, "Operational Photography Study Guide"  
Photography, Pearson Educational Publishers, London, Barbara, and John Upton  
TPFN: DINFOS-BSP-003-001 through TPFN: DINFOS-BSP-003-005

**INSTRUCTOR/STUDENT RATIO:** 1:24 (EW); 1:6 (EP)

**SAFETY FACTORS:** Normal

**FUNCTIONAL AREA 4**  
**ELECTRONIC IMAGING**

**TPFN:** DINFOS-BSP-004

**UNIT(s):**

- 001 Advanced Image Editing Software
- 002 Personality and Feature Photography
- 003 Picture Story Assignment
- 004 Functional Area Test and Critique

**TERMINAL TRAINING OUTCOME:** The student has performed and prepared to produce a photographic story in an uncontrolled environment. Performance emphasis is placed on photographic story telling. The student has experienced the broad spectrum of all required skills in order to complete an effective story.

**TPFN HOURS AND TYPES:**

5.5 L  
18.5 EP  
1.5 D  
3 EW  
67.5 PE

**TPFN TOTAL HOURS:** 96

**FUNCTIONAL AREA 4**  
**ELECTRONIC IMAGING**

**TPFN:** DINFOS-BSP-004-001

**UNIT TITLE:** Advanced Image Editing Software

**TPFN HOURS AND TYPE:** 1.5 L, .5 D, 6 PE

**TPFN TOTAL HOURS:** 8

**PREREQUISITE TPFN:** NONE

**TASK(s):**

- 001 Identify advanced topics of image editing software.
- 002 Use computer workstation with imaging and caption software, employing various methods to perform image enhancement and use various selection tools on captured digital photographs.

**SUMMARY OF INSTRUCTION:** Students will learn advanced topics of image enhancement/editing software such as filters and tool menus to color correct, resize, adjust contrast, brightness/contrast, and save digital images. Instructors will demonstrate proper and ethical image enhancement techniques. A practical exercise will be conducted to check learning and reinforce concepts of image enhancement software. Students must complete required reading and attain a minimum score of 70% on written and performance exams at the completion of Functional Area 4 (Ref: TPFN: DINFOS-BSP-004-001).

**REFERENCES:**

BSP, Functional Area 4, "Electronic Imaging Study Guide"  
Photography, Pearson Educational Publishers, London, Barbara, and John Upton  
TPFN: DINFOS-BSP-004-001

**INSTRUCTOR/STUDENT RATIO:** 1:24 (L, D); 1:6 (PE)

**SAFETY FACTORS:** Normal

**FUNCTIONAL AREA 4**  
**ELECTRONIC IMAGING**

**TPFN:** DINFOS-BSP-004-002

**UNIT TITLE:** Personality and Feature Photography

**TPFN HOURS AND TYPE:** 2 L, 1 D, 26 PE

**TPFN TOTAL HOURS:** 29

**PREREQUISITE TPFN:** DINFOS-BSP-004-001

**TASK(s):**

- 001 Describe the characteristics of a feature photo and personality portrait.
- 002 Photograph and print a feature photo assignment.
- 003 Photograph and print a personality photo assignment.

**SUMMARY OF INSTRUCTION:** Students will learn to shoot feature photos, personality portraits, and training documentation photographic assignments. Students must complete required reading and attain a minimum score of 70% on written and performance exams at the completion of Functional Area 4 (Ref: TPFN: DINFOS-BSP-004-002).

**REFERENCES:**

BSP, Functional Area 4, "Electronic Imaging Study Guide"  
Photography, Pearson Educational Publishers, London, Barbara, and John Upton  
TPFN: DINFOS-BSP-004-002

**INSTRUCTOR/STUDENT RATIO:** 1:24 (L, D); 1:6 (PE)

**SAFETY FACTORS:** Normal

**FUNCTIONAL AREA 4**  
**ELECTRONIC IMAGING**

**TPFN:** DINFOS-BSP-004-003

**UNIT TITLE:** Picture Story Assignment

**TPFN HOURS AND TYPE:** 2 L, 35.5 PE, 1 EW

**TPFN TOTAL HOURS:** 38.5

**PREREQUISITE TPFN:** DINFOS-BSP-004-002

**TASK(s):**

- 001 Identify procedures necessary to coordinate/research mission requirements.
- 002 Develop story idea pictorially and plan a shooting script.
- 003 Photograph a scripted story idea applying controlled and uncontrolled action techniques.
- 004 Use layout software to assemble a picture story presentation.
- 005 Student progress quiz and critique (Units 1-3).

**SUMMARY OF INSTRUCTION:** Students will learn the basics of documentary and photojournalistic photography to include documentation techniques and caption writing to research, shoot, and lay out a picture story. A practical exercise will be conducted to check learning and reinforce concepts of digital cameras, documentary photography and digital output devices. Students will complete a quiz covering tasks from TPFN: DINFOS -BSP 004-001 and TPFN: DINFOS -BSP 004-003 and attain a minimum score of 70%. Students must complete required reading and attain a minimum score of 70% on written and performance exams at the completion of Functional Area 4 (Ref: TPFN: DINFOS-BSP-004-003)

**REFERENCES:**

BSP, Functional Area 4, "Electronic Imaging Study Guide"  
Photography, Pearson Educational Publishers, London, Barbara, and John Upton  
TPFN: DINFOS-BSP-004-003

**INSTRUCTOR/STUDENT RATIO:** 1:24 (L, EW); 1:6 (PE)

**SAFETY FACTORS:** Normal

**FUNCTIONAL AREA 4**  
**ELECTRONIC IMAGING**

**TPFN:** DINFOS-BSP-004-004

**UNIT TITLE:** Functional Area Test and Critique

**TPFN HOURS AND TYPE:** 2 EW, 18.5 EP

**TPFN TOTAL HOURS:** 20.5

**PREREQUISITE TPFN:** DINFOS-BSP-004-001 through 003

**TASK(s):**

- 001 Written Test & Critique.
- 002 Performance Test & Critique.

**SUMMARY OF INSTRUCTION:** Students will complete a written test covering tasks from TPFN: DINFOS -BSP 004-001 through TPFN: DINFOS-BSP 004-003. Upon successful completion of the written test, students will complete a performance test covering selected tasks from the same TPFNs. Students must attain a minimum grade of 70 percent on the written test. A minimum of 70 percent must be attained on the performance test.

**REFERENCES:**

BSP, Functional Area 4, "Electronic Imaging Study Guide"  
Photography, Pearson Educational Publishers, London, Barbara, and John Upton  
TPFN: DINFOS-BSP-004-001 through TPFN: DINFOS-BSP 004-003

**INSTRUCTOR/STUDENT RATIO:** 1:24 (EW); 1:6 (EP)

**SAFETY FACTORS:** Normal

**FUNCTIONAL AREA 5**  
**DIGITAL STUDIO PHOTOGRAPHY**

**TPFN:** DINFOS-BSP-005

**UNIT(s):**

- 001 Studio Techniques
- 002 Posing Techniques
- 003 Functional Area Test and Critique

**TERMINAL TRAINING OUTCOME:** The student possesses a fundamental comprehension of basic photography skills. In this area of concentration the student will focus on studio and posing techniques required of a portrait photographer with limited supervision.

**TPFN HOURS AND TYPES:**

4 L  
4 EP  
1 D  
3 EW  
36 PE

**TPFN TOTAL HOURS:** 48

**FUNCTIONAL AREA 5**  
**DIGITAL STUDIO PHOTOGRAPHY**

**TPFN:** DINFOS-BSP-005-001

**UNIT TITLE:** Studio Techniques

**TPFN HOURS AND TYPE:** 2 L, 1 D, 15 PE

**TPFN TOTAL HOURS:** 18

**PREREQUISITE TPFN:** None

**TASK(s):**

- 001 Identify the principles of studio lighting.
- 002 Identify the fundamentals of interpersonal communications.
- 003 Use flash meter to determine flash exposure techniques.

**SUMMARY OF INSTRUCTION:** Students will learn studio photography from the psychological aspect through the technical methods. They will be taught how to take a variety of exposure meter readings under different lighting conditions, multiple lighting setup and balancing, and various lighting and posing techniques. Lighting ratios and military portrait posing will be emphasized. A demonstration will be conducted to reinforce concepts of digital cameras, studio electronic flash, military portraiture, and digital output devices. Students must complete required reading and attain a minimum score of 70% on written and performance exams at the completion of Functional Area 5 (Ref: TPFN: DINFOS-BSP-005-001).

**REFERENCES:**

BSP, Functional Area 5, "Digital Studio Photography Study Guide"  
Photography, Pearson Educational Publishers, London, Barbara, and John Upton  
TPFN: DINFOS-BSP-005-001

**INSTRUCTOR/STUDENT RATIO:** 1:24 (L, D); 1:6 (PE)

**SAFETY FACTORS:** Normal

**FUNCTIONAL AREA 5**  
**DIGITAL STUDIO PHOTOGRAPHY**

**TPFN:** DINFOS-BSP-005-002-

**UNIT TITLE:** Posing Techniques

**TPFN HOURS AND TYPE:** 2 L, 21 PE, 1 EW

**TPFN TOTAL HOURS:** 24

**PREREQUISITE TPFN:** DINFOS-BSP-005-001

**TASK(s):**

- 001 Identify posing techniques and standards for formal military portraiture and full-length photographs.
- 002 Use posing techniques to take formal military portraiture.
- 003 Use posing techniques to take full-length photographs.
- 004 Identify requirements for passport and ISOPREP photographs.
- 005 Use posing techniques to take passport and ISOPREP photographs.
- 006 Student progress quiz and critique (Units 1-2).

**SUMMARY OF INSTRUCTION:** Students will set up and use common head and shoulder and full length posing using multiple lighting techniques to shoot military style photographs. Passport photograph requirements will be discussed along with special situation portraiture. Practical exercises will be conducted to check learning and reinforce concepts of digital cameras, studio electronic flash, military portraiture, passport photography, and digital output devices. Students will complete a quiz covering tasks from TPFN: DINFOS-BSP 005-001 and TPFN: DINFOS-BSP 005-002 and attain a minimum score of 70%. Students must complete required reading and attain a minimum score of 70% on written and performance exams at the completion of Functional Area 5 (Ref: TPFN: DINFOS-BSP-005-002).

**REFERENCES:**

BSP, Functional Area 5, "Digital Studio Photography Study Guide"  
Photography, Pearson Educational Publishers, London, Barbara, and John Upton  
TPFN: DINFOS-BSP-005-002

**INSTRUCTOR/STUDENT RATIO:** 1:24 (L, D); 1:6 (PE)

**SAFETY FACTORS:** Normal

**FUNCTIONAL AREA 5**  
**DIGITAL STUDIO PHOTOGRAPHY**

**TPFN:** DINFOS-BSP-005-003

**UNIT TITLE:** Functional Area Test and Critique

**TPFN HOURS AND TYPE:** 2 EW, 4 EP

**TPFN TOTAL HOURS:** 6

**PREREQUISITE TPFN:** DINFOS-BSP-005-001 through 002

**TASK(s):**

- 001 Written Test & Critique.
- 002 Performance Test & Critique.

**SUMMARY OF INSTRUCTION:** Students will complete a written test covering tasks from TPFN BSP 005-001 through TPFN: DINFOS-BSP 005-002. Upon successful completion of the written test, students will complete a performance test covering selected tasks from the same TPFNs. Students must attain a minimum grade of 70 on the written test and performance test.

**REFERENCES:**

BSP, Functional Area 5, “Digital Studio Photography Study Guide”  
Photography, Pearson Educational Publishers, London, Barbara, and John Upton  
TPFN: DINFOS-BSP-005-003

**INSTRUCTOR/STUDENT RATIO:** 1:24 (EW); 1:6 (EP)

**SAFETY FACTORS:** Normal

**FUNCTIONAL AREA 6**  
**PHOTOGRAPHIC ASSIGNMENTS**

**TPFN:** DINFOS-BSP-006

**UNIT(s):**

- 001 Investigative and Documentary Photography
- 002 Functional Area Test and Critique

**TERMINAL TRAINING OUTCOME:** The student has performed and is prepared to fully produce and deliver complete and effective photographic products. In this area of concentration, the student focuses on investigative and documentary photography. This fully capable military photographer is prepared to employ the latest technology to manage the post production process and provide expeditious delivery of photographic projects to meet military operational and informational missions world-wide.

**TPFN HOURS AND TYPES:**

4 L  
4 EP  
5 EW  
30 PE

**TPFN TOTAL HOURS:** 43

**FUNCTIONAL AREA 6**  
**PHOTOGRAPHIC ASSIGNMENTS**

**TPFN:** DINFOS-BSP-006-001

**UNIT TITLE:** Investigative and Documentary Photography

**TPFN HOURS AND TYPE:** 4 L, 30 PE

**TPFN TOTAL HOURS:** 34

**PREREQUISITE TPFN:** NONE

**TASK(s):**

- 001 Identify photographic requirements for Material Deficiency Reports (MDR).
- 002 Produce technical photos for Material Deficiency Reports (MDR) using macro lens and ring light flash.
- 003 Identify photographic requirements for legal and criminal investigations, documenting training requirements, and ground/aircraft mishaps.
- 004 Photograph legal and criminal investigations.
- 005 Identify procedures to be considered when performing aircraft/ ground mishap.

**SUMMARY OF INSTRUCTION:** Students will learn to use special lighting (ring-light and macro lens) to photograph deficient/damaged equipment. Students will learn the step-by-step procedures for legal/criminal investigative photography. Students will learn the principles of photographing training as well as accidents, to include aircraft/ground mishaps and the considerations of medical and intelligence photography. Practical exercises will be conducted to check learning and reinforce concepts of documentary photography and automated color printing. Students must complete required reading and attain a minimum score of 70% on written and performance exams at the completion of Functional Area 6 (Ref: TPFN: DINFOS-BSP-006-001).

**REFERENCES:**

BSP, Functional Area 6, "Photographic Assignments Study Guide"  
Photography, Pearson Educational Publishers, London, Barbara, and John Upton  
TPFN: DINFOS-BSP-006-001

**INSTRUCTOR/STUDENT RATIO:** 1:24 (L); 1:6 (PE)

**SAFETY FACTORS:** Normal

**FUNCTIONAL AREA 6**  
**PHOTOGRAPHIC ASSIGNMENTS**

**TPFN:** DINFOS-BSP-006-002

**UNIT TITLE:** Functional Area Test and Critique

**TPFN HOURS AND TYPE:** 5 EW, 4 EP

**TPFN TOTAL HOURS:** 9

**PREREQUISITE TPFN:** DINFOS-BSP-006-001

**TASK(s):**

- 001 Written Test & Critique.
- 002 Performance Test & Critique.
- 003 Comprehensive test and critique.

**SUMMARY OF INSTRUCTION:** Students will complete a written test covering tasks from TPFN BSP 006-001. Upon successful completion of the written test, students will complete a performance test covering selected tasks from the same TPFN. Students must attain a minimum grade of 70 on the written test. A minimum of 70 percent must be attained on the performance test. Students will also complete a written comprehensive test covering the last six functional areas with a 70% score required.

**REFERENCES:**

BSP, Functional Area 6, "Photographic Assignments Study Guide"  
Photography, Pearson Educational Publishers, London, Barbara, and John Upton  
TPFN: DINFOS-BSP-006-001

**INSTRUCTOR/STUDENT RATIO:** 1:24 (EW); 1:6 (EP)

**SAFETY FACTORS:** Normal

**FUNCTIONAL AREA 7**  
**COURSE ADMINISTRATION**

**TPFN:** DINFOS-BSP-007-001

**UNIT TITLE:** Course Administration

**TPFN HOURS AND TYPE:** 21 AD

**TPFN TOTAL HOURS:** 21

**PREREQUISITE TPFN:** None

**TASK(s):**

- 001 Inprocessing/orientation
- 002 Equipment issue/check-in
- 003 Course critique.
- 004 Out-processing.
- 005 Graduation.

**SUMMARY OF INSTRUCTION:** Self-explanatory.

**REFERENCES:** DINFOS Policy and Procedures Manual

**INSTRUCTOR/STUDENT RATIO:** 1:24

**SAFETY FACTORS:** Normal