

# Table of contents

- **Part I Understanding Your Equipment and Using It** (p. 1)
- **Hour 1 The Camera** (p. 3)
- **Identify Camera Parts** (p. 3)
- **The Camera Body and Shutter** (p. 6)
- **The Lens and Aperture** (p. 9)
- **Focal Length** (p. 10)
- **Zoom Lenses** (p. 11)
- **Focusing Systems and Focus** (p. 11)
- **Depth of Field** (p. 13)
- **F-Stops** (p. 15)
- **Self-Timer** (p. 16)
- **Loading and Unloading Film** (p. 17)
- **Hour 2 Lenses and Filters** (p. 21)
- **Choosing a Lens** (p. 21)
- **Wide-Angle Lenses** (p. 23)
- **Telephoto Lenses** (p. 27)
- **Zoom Lenses** (p. 27)
- **Zoom vs. Fixed-Focal-Length Lenses** (p. 29)
- **Teleconverters** (p. 31)
- **Pre-Focus Using the Depth-of-Field Scale** (p. 33)
- **Lens Hoods** (p. 34)
- **Lens Filters for Creative and Technical Uses** (p. 35)
- **Hour 3 Black and White Film** (p. 41)
- **How Film Works** (p. 41)
- **ISO, ASA, and Exposure** (p. 44)
- **Slow-Speed Films** (p. 45)
- **Medium-Speed Films** (p. 46)
- **Fast-Speed Films** (p. 46)
- **High-Speed Films** (p. 47)
- **Choosing the Right Speed** (p. 48)
- **How Film Speeds Relate to Each Other** (p. 49)
- **Various Film Developers and Their Characteristics** (p. 50)
- **How to Adjust Film Speed/Pushing and Pulling** (p. 52)
- **Bulk Loading** (p. 53)
- **Hour 4 Using a Light Meter** (p. 55)
- **Operating an Exposure Meter** (p. 55)
- **How They Work** (p. 55)
- **How to Use It** (p. 56)
- **How to Overcome the Shortcomings** (p. 58)
- **Using Hand-Held, Incident Light Meters** (p. 60)
- **Using the Sekonic Studio Deluxe II** (p. 61)
- **Using the Sekonic Flashmate and Minolta Flashmate V** (p. 62)
- **Using Spot Meters** (p. 64)
- **Operating Camera Meters** (p. 65)

- **Reading for Middle Gray** (p. 65)
- **Hour 5 Camera Flashes** (p. 69)
- **How a Flash Works** (p. 69)
- **Using a Flash** (p. 70)
- **The Vivitar 285** (p. 71)
- **The Vivitar 2000** (p. 73)
- **Camera Synch Speeds** (p. 75)
- **Flash Exposure Using Guide Numbers** (p. 76)
- **Choosing a Flash for Different Purposes** (p. 77)
- **Flash Techniques** (p. 78)
- **Hand-Held, Off-the-Camera Flash** (p. 79)
- **The Bounce Flash** (p. 80)
- **The Handkerchief** (p. 82)
- **Off-Camera Flash with a Light Stand** (p. 82)
- **Off-Camera Flash with an Umbrella** (p. 82)
- **Multiple Flashes** (p. 82)
- **Flash Fill** (p. 83)
- **Open Flash** (p. 85)
- **Hour 6 Medium-Format Cameras** (p. 89)
- **What Is Medium Format?** (p. 89)
- **The Advantages of Medium Format** (p. 91)
- **Types of Medium-Format Cameras** (p. 91)
- **Medium-Format Lenses** (p. 97)
- **Medium-Format Lenses with Shutters** (p. 97)
- **Depth of Field with Medium-Format Lenses** (p. 98)
- **Hour 7 Large-Format Cameras** (p. 99)
- **Types of Large-Format Cameras** (p. 99)
- **View Cameras** (p. 101)
- **Field Cameras** (p. 101)
- **Large-Format Film** (p. 102)
- **Characteristics of Large-Format Negatives** (p. 102)
- **How to Use Large-Format Cameras** (p. 103)
- **Loading the Film** (p. 103)
- **Taking the Photograph** (p. 105)
- **Camera Movements on View Cameras** (p. 106)
- **Camera Movements on Field Cameras** (p. 108)
- **Bellows Extension** (p. 109)
- **Large-Format Lenses** (p. 110)
- **Hour 8 Buying New and Used Equipment** (p. 111)
- **Choosing and Selecting New Equipment** (p. 111)
- **Recognize the Value of Professional-Grade Equipment** (p. 113)
- **Ask Yourself What You Need** (p. 114)
- **Know Where to Go** (p. 114)
- **Choosing and Selecting Used Equipment** (p. 114)
- **Caring for Your Photographic Equipment** (p. 116)
- **Identifying Some Useful Accessories** (p. 118)

- **Increasing Creativity with Specialty Cameras** (p. 124)
- **Hour 9 Digital Black and White Photography** (p. 127)
- **Understanding How Digital Works** (p. 127)
- **How the CCD Captures the Image** (p. 129)
- **Choosing a Digital Camera** (p. 131)
- **Choosing the Resolution of Your Pictures** (p. 132)
- **Using a Digital Camera** (p. 133)
- **Identifying the Types of Digital Camera Lenses** (p. 135)
- **Downloading Your Images** (p. 136)
- **Understanding Basic Photoshop Manipulation** (p. 137)
- **Scanning Negatives, Slides, and Prints** (p. 139)
- **Printing Digital Images** (p. 141)
- **Part II Taking Pictures** (p. 143)
- **Hour 10 Photo Assignments: It's All About Light** (p. 145)
- **Making Pictures About Light** (p. 145)
- **Direct Sunlight** (p. 145)
- **Overcast Light** (p. 146)
- **Open Shade** (p. 146)
- **PHotographic Effects** (p. 146)
- **The Golden Hour** (p. 148)
- **Seeing the World in Black and White** (p. 150)
- **Framing Your Images in the Camera** (p. 151)
- **Utilizing Off-Center Composition** (p. 152)
- **Tilting the Frame** (p. 153)
- **Composing with a Foreground, Middle Ground, and Background** (p. 154)
- **Photographing from Various Vantage Points** (p. 154)
- **Panning** (p. 156)
- **Making Pictures** (p. 157)
- **Identifying Some Legal and Ethical Issues** (p. 158)
- **Hour 11 Photo Assignments: Portraits and Self-Portraits** (p. 161)
- **Portraits** (p. 161)
- **Making Portraits** (p. 162)
- **Getting the Subject to Feel Comfortable** (p. 163)
- **Exhibiting Confidence Begets Their Confidence** (p. 164)
- **Candid and Formal Portraits** (p. 164)
- **Location** (p. 165)
- **Environmental Portraits** (p. 165)
- **Studio Portraits** (p. 166)
- **Portrait Techniques and Equipment** (p. 167)
- **Lighting** (p. 168)
- **Composition and Posing** (p. 171)
- **Photographing More Than One Person** (p. 175)
- **Self-Portraits** (p. 175)
- **Photography and Representation** (p. 177)
- **Hour 12 Photo Assignments: Landscape and Architecture** (p. 179)
- **Landscape Photography** (p. 179)

- **Techniques** (p. 180)
- **Composition** (p. 182)
- **The Rule of Thirds** (p. 184)
- **Vantage Point** (p. 185)
- **Research** (p. 186)
- **Equipment** (p. 186)
- **Which Lens to Use** (p. 188)
- **Architectural Photography** (p. 188)
- **Lighting** (p. 189)
- **Composition** (p. 191)
- **Foreground, Middle Ground, and Background** (p. 191)
- **Juxtaposition** (p. 191)
- **Two Vantage Points** (p. 192)
- **Equipment** (p. 193)
- **Which Lens to Use** (p. 194)
- **Films and Filters** (p. 195)
- **Hour 13 Photo Assignments: Night Photography** (p. 197)
- **Night Photography** (p. 197)
- **Techniques and Equipment** (p. 198)
- **Fast Film** (p. 198)
- **Fast Lenses** (p. 199)
- **Pushing Film** (p. 200)
- **Tripods** (p. 201)
- **Flash Photography at Night** (p. 202)
- **Long Exposures** (p. 204)
- **Exposure Readings at Night** (p. 206)
- **Hour 14 Studio Photography** (p. 209)
- **Defining the Studio** (p. 209)
- **Using Studio Strobes** (p. 209)
- **Creating Different Backgrounds** (p. 210)
- **Setting Up Portrait Lighting** (p. 211)
- **Short Lighting** (p. 212)
- **Broad Lighting** (p. 214)
- **Butterfly Lighting** (p. 215)
- **Overall Soft Lighting** (p. 216)
- **Photographing Products** (p. 217)
- **Backlighting** (p. 218)
- **Basic Product Lighting Setup** (p. 219)
- **Identifying Other Studio Accessories** (p. 221)
- **Fan** (p. 221)
- **Dulling Spray** (p. 221)
- **Makeup** (p. 221)
- **Props** (p. 222)
- **Lighting Snoot** (p. 222)
- **Product Lighting Table** (p. 222)
- **Cookie** (p. 222)

- **Part III Making the Print** (p. 225)
- **Hour 15 Developing Your Film** (p. 227)
- **Needed Equipment, Supplies, and Chemicals** (p. 227)
- **Preparing for Film Development** (p. 231)
- **Load the Film onto the Reel** (p. 231)
- **Mix the Developer** (p. 232)
- **Determine Developing Temperatures and Developing Times** (p. 232)
- **How to Get the Temperature Right** (p. 233)
- **Developing Procedure** (p. 234)
- **Cutting and Storing Your Negatives** (p. 236)
- **Hour 16 Setting Up a Home Darkroom** (p. 239)
- **Space Requirements** (p. 239)
- **Needed Equipment** (p. 241)
- **Enlarger with 50mm Lens and Negative Carrier** (p. 241)
- **50mm Enlarging Lens** (p. 243)
- **Enlarging Easel** (p. 243)
- **Grain Focusers** (p. 245)
- **Enlarging Timer** (p. 245)
- **Processing Trays** (p. 246)
- **Grduated Beakers** (p. 246)
- **Safelight** (p. 246)
- **Tongs** (p. 246)
- **Contact Printer or Piece of Heavy Glass** (p. 246)
- **Multigrade Filters** (p. 247)
- **Compressed Air** (p. 247)
- **Anti-Static Cloth** (p. 248)
- **Chemicals for Printing Black and White Photographs** (p. 248)
- **How to Organize Your Darkroom** (p. 249)
- **How to Block Out the Light** (p. 249)
- **Sinks and Managing Your Water Needs** (p. 250)
- **Ventilation** (p. 251)
- **Hour 17 Black and White Photographic Paper** (p. 253)
- **How Photographic Paper Works** (p. 253)
- **Categories of Photographic Paper** (p. 254)
- **Resin Coated (RC) Paper** (p. 255)
- **Fiber Paper** (p. 257)
- **Graded and Multigrade Papers** (p. 259)
- **Paper Surfaces** (p. 260)
- **Sizes, Quantity, and Weight** (p. 261)
- **Types and Brands of Papers** (p. 262)
- **Out-of-Date and Fogged Paper** (p. 263)
- **Safelight Fog** (p. 264)
- **Hour 18 Basic Black and White Printing** (p. 267)
- **Getting Started** (p. 267)
- **Printing a Contact Sheet** (p. 268)
- **Making the Enlargement** (p. 272)

- **Washing and Drying Your Prints** (p. 275)
- **Evaluating Your Prints and Troubleshooting Techniques** (p. 275)
- **Dust** (p. 276)
- **Tonality** (p. 277)
- **Focus** (p. 277)
- **Print Borders** (p. 279)
- **Hour 19 Advanced Black and White Printing Techniques** (p. 283)
- **Burning and Dodging** (p. 283)
- **How to Burn a Print** (p. 285)
- **How to Dodge** (p. 286)
- **How to Burn with Different Multigrade Filters** (p. 288)
- **Edge Burning** (p. 288)
- **Hiding Scratches** (p. 289)
- **Printing with Fiber Paper** (p. 290)
- **Comparing Paper Surfaces** (p. 292)
- **Using the Two-Tray Split-Developing Technique with Graded Paper** (p. 292)
- **Flashing** (p. 294)
- **Bleaching** (p. 294)
- **Toning** (p. 296)
- **Producing Black and White Prints from Color Negatives** (p. 296)
- **Hour 20 Advanced Film Exposure and Development** (p. 299)
- **Pre-Visualization and the Zone System** (p. 299)
- **Pre-Exposure** (p. 304)
- **Reticulation** (p. 304)
- **Infrared Film** (p. 306)
- **Black and White Slide Film** (p. 307)
- **Developing Medium-Format Films** (p. 308)
- **Developing Large-Format Films** (p. 308)
- **Part IV Final Presentation and Storage of Photographs** (p. 313)
- **Hour 21 Finishing Your Prints** (p. 315)
- **Retouching** (p. 315)
- **Retouching RC Prints** (p. 315)
- **Using Spotone** (p. 316)
- **Using Spotone Dry** (p. 318)
- **Using Spotone Pens** (p. 319)
- **Spotting Fiber Prints** (p. 319)
- **Covering Black Specks** (p. 320)
- **Etching the Print** (p. 320)
- **Using Black Spot Remover or Bleach** (p. 320)
- **Applying Spotone to the Negative** (p. 321)
- **Making Major Alterations to a Print** (p. 322)
- **Hand Coloring** (p. 323)
- **Altering the Surface and Applying Sealant** (p. 324)
- **Storing Your Photographs** (p. 324)
- **Hour 22 Presenting Your Photographs** (p. 327)
- **Using Mat Boards** (p. 327)

- **Choosing Adhesives** (p. 329)
- **Spray Mount** (p. 329)
- **Double-Stick Tape** (p. 329)
- **Repositionable Mounting Adhesive** (p. 330)
- **Dry Mounting** (p. 330)
- **Overmats** (p. 332)
- **Transporting Your Photographs** (p. 336)
- **Storing Your Photographs** (p. 338)
- **Part V Careers in Photography** (p. 341)
- **Hour 23 Careers in Photography** (p. 343)
- **Commercial Photography** (p. 343)
- **How to Assemble a Portfolio** (p. 344)
- **Editorial Photography** (p. 346)
- **Internships** (p. 349)
- **Business Practices** (p. 350)
- **Negotiate Your Fee in Advance** (p. 351)
- **Usage and Limitations** (p. 351)
- **Photo Credit** (p. 352)
- **Create an Invoice** (p. 353)
- **How to Price Your Photographs** (p. 353)
- **Fine Art Photography** (p. 354)
- **Teaching** (p. 356)
- **Hour 24 Setting Up a Home Studio** (p. 359)
- **Space Requirements** (p. 359)
- **The Temporary Studio** (p. 361)
- **Equipment Requirements** (p. 362)
- **How to Get Your Business Started** (p. 362)
- **Appendixes** (p. 365)
- **Appendix A Glossary** (p. 365)
- **Appendix B Photographic Equipment, Supplies, and Resources** (p. 373)
- **Appendix C Further Reading** (p. 375)
- **Index** (p. 379)