

TRAINING PROGRAM OF INSTRUCTION (TPI)

FOR

DINFOS-IPC

INTERMEDIATE PHOTOJOURNALISM COURSE



Approved by:

Commandant Defense Information School
Supersedes TPI dated 2 August 2010



INTERMEDIATE PHOTOJOURNALISM COURSE
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TRAINING PROGRAM OF INSTRUCTION

Preface

TRAINING PROGRAM OF INSTRUCTION FILE NUMBER (TPFN): DINFOS-IPC

TITLE: Intermediate Photojournalism Course

TRAINING LOCATION: Defense Information School, Fort Meade, MD

PURPOSE: Provide the Services with trained communicators ready to apply intermediate photojournalism and communication techniques to support public affairs and visual information objectives.

TRAINING METHODOLOGY: Resident

COURSE DESCRIPTION: The course educates photographers and journalists in established communication theories and provides training in current best practices of photojournalism, so that graduates will be effective multi-platform communicators for their commands. Areas of instruction include visual and written communication theory, writing and photography interrelationships, news and feature writing, design principles, and intermediate photographic equipment and techniques to include electronic imaging, desktop publishing, digital cameras, image transmission, and archiving.

SERVICE PREREQUISITES:

1. Journalists:

Service	Enlisted	Other
USA	E-4 through E-6	
USAF	E-4 through E-7	Students must possess a fully qualified 5-level journeyman AFSC.
USMC	E-3 through E-7	
USCG	E-4 through E-6	
Civilian	Employees of DOD or other federal agencies; GS-5 and above; Series 1035 or 1082.	
All services (except Navy)		
Minimum of one year from graduation of the Defense Information School's Basic Journalist Course, AFIS-BJC, DINFOS-BPAS-W, DINFOS-BPASC, DINFOS-BPASC-ADL-R or PARC (for guardsmen and reservists) or a minimum of 15 hours credit for college level coursework in related or comparable areas.		

2. Photographers:

Service	Enlisted	Other
USA	E-4 and above	GT of 110 - WK, AD and NO of 163.
USAF	E-4 through E-7	Students must possess a fully qualified 5-level journeyman AFSC.
USMC	E-3 and above	CL of 110.
Civilian	Employees of DOD or other federal agencies; GS-5 and above; Series 1060.	
All services (Except Navy)		
Minimum of one year from graduation from a Service school photography course, AFIS-BSP, or DINFOS-BSP, or have a minimum of 15 hours credit for college level coursework in related or comparable areas.		

3. USN: E-4 through E-6, Mass Communication Specialists (MC). Minimum of one year from graduation of DINFOS-BMCSC, DINFOS-BSP, DINFOS-BPAS-W, DINFOS-BPASC, DINFOS-BPASC-ADL-R, or AFIS-BJC.

4. International Students: Due to the extensive amount of writing required for the course, international students must have a solid understanding of English language usage, grammar and syntax. Students must score an 85 on the English Comprehension Level (ECL) Test and be able to type. These requirements cannot be waived.

- a. **Journalists:** Graduate of AFIS-BJC, DINFOS-BPAS-W, DINFOS-BPASC, AFIS-PAOC, DINFOS-PAOQC, or DINFOS-PAQC, or a minimum of 15 hours credit for college journalism coursework. Student must have a minimum of one year of experience on a newspaper staff and be able to type 20 words per minute.
- b. **Photographers:** Graduate of a Service school photography course, AFIS-BSP or DINFOS-BSP, or have a minimum of 15 hours credit for college level coursework in related or comparable areas. Student must have a minimum of one year of photography experience in support of a newspaper staff/publication and be able to type 20 words per minute.

CLASS SIZE:

MAXIMUM 18
 MINIMUM 9

COURSE LENGTH:

40 days

ACADEMIC HOURS: 303 hours

ADMINISTRATIVE HOURS: 17 hours

TOTAL COURSE HOURS: 320 hours

TYPE/METHOD OF INSTRUCTION:

- 1. Lecture (L) 43 hours
- 2. Demonstration (D) 10 hours

3. Performance Exercise (PE)	33 hours
4. Exam Performance (EP)	216 hours
5. Written Examination (EW)	1 hour
6. Administrative Hours (AD)	17 hours

COURSE MEASUREMENT PLAN: Located in the Course Training Standard

TRAINING START DATE: 7 January 2013.

ENVIRONMENTAL IMPACT: No environmental impact.

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

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

TRAINING DEVELOPMENT PROPONENT: Defense Information School, Office of the Provost, Fort George G. Meade, MD 20755.

REFERENCES: Located in the last section of this TPI.

SAFETY FACTORS: ROUTINE

POC: Course Development Department, DINFOSDOTCourseDeveloper@DINFOS.DMA.mil,
Comm (301) 677-3266.

FUNCTIONAL AREA 1
PHOTOJOURNALISM PRINCIPLES

TRAINING OUTCOMES:

UNIT 001: PHOTOJOURNALISM PRINCIPLES: Students will learn the lifecycle of image transmission and the hardware and software needed to transmit and receive images. Students will also receive instruction on the importance and relevance of the Defense Imagery Management Operations Center (DIMOC) and other distribution systems. Students will be instructed on photojournalism ethics, and review current DOD policies regarding DOD imagery. They will also learn about copyright law, Fair Use doctrine and the ethical-decision making process. Students will learn to process digital imagery from their assignments, and properly label and store the images properly. Additionally, they will apply composition, exposure, and flash techniques, to include the proper use of lenses and filters. Students will receive instruction on the concepts of copy-editing, news copy format, and the proper use of copy-editing symbols. They will utilize and reference applications of the Associated Press Stylebook as well. Furthermore, students will learn the definition of news and how to evaluate it properly. They will also write a news story using information from an interview.

FUNCTIONAL AREA 2
PHOTOJOURNALISM PRODUCTION

TRAINING OUTCOMES:

UNIT 001: PHOTOJOURNALISM PRODUCTION: Students will receive instruction on the techniques, equipment, and accessories used to capture uncontrolled action and identify the terminology, concepts, and elements of visual communication techniques. They will employ advanced lighting techniques as communication tools and identify the parts of a complete caption. Students will describe the basic types and characteristics of features and write a news, human interest, and personality feature. Students will also demonstrate digital production and apply basic layout and design techniques to their products. They will learn the concepts and techniques of gathering content for multimedia presentations. Students are introduced to the different principles of various multimedia presentations: video camera operations, digital audio capturing, and storytelling through the use of video, still and audio. Additionally, they will research, plan, capture imagery, conduct interviews and write stories and produce multimedia packages.

FUNCTIONAL AREA 3
COURSE ADMINISTRATION

TRAINING OUTCOMES:

UNIT 001: COURSE ADMINISTRATION: During course administration time, student records will be created, updated, and archived, and DINFOS badges will be issued as well. Students will receive a course and building orientation; complete course surveys and receive information assurance training for computer use. Students will be issued cameras and additional photo equipment through the student issue point and will perform an inventory upon receipt and turn-in. Additionally, students will perform individual out-processing, and perform a formal graduation ceremony.

REFERENCES

Books

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- Williamson, Daniel R. (1977). Feature Writing for Newspapers (2nd ed.). New York:
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Policies/Regulations

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- DOD 5040.6-M-1, Decision Logic Table Instruction for Recording and Handling of Visual
Information Material – 21 Oct 2002
- DODD 5040.02, Alteration of Official DOD Imagery – 27 Oct 2011
- DODD 5230.9, Clearance of DOD Information for Public Release – 22 Aug 2008
- DODD 5400.7, DOD Freedom of Information Act Program – 2 Jan 2008
- DODD 5400.11, DOD Privacy Program – 8 May 2007

JP 3-13, Information Operations – 13 Feb 2006

JP 3-61, Public Affairs – 25 Aug 2010

JP 3-57, Civil Military Operations – 8 Jul 2008

Websites

The Defense Imagery Management Operations Center (DIMOC), (www.defenseimagery.mil)

The Defense Video & Imagery Distribution System (DVIDS), (<http://www.dvidshub.net>)

Manuals

Associated Press Style Guide (2010)

Nikon D300 Digital Camera User Manual. Nikon Corporation (2007)