TRAINING PROGRAM OF INSTRUCTION (TPI)

FOR

BSP

BASIC STILL PHOTOGRAPHY COURSE

Approved by:

GARY L. KECK
Col., US Army
Commandant

Date: 21 July 2010

Commandant Defense Information School
This TPI Supersedes TPI Dated 1 June 2007
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

TRAINING LOCATION: Defense Information School, Fort Meade, MD

SPECIALTY AWARDED:

USA: 25V - Combat Documentation/Production Specialist (after successful completion of VPD)
USAF: 3N034 - Still Photographer
USMC: 4641 - Combat Photographer

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

COURSE DESCRIPTION: The BSP course provides instruction in theory and application of photographic fundamentals, captioning, optics, light sources, camera operations for controlled and uncontrolled photography, exposing, processing, and printing color images. Electronic imaging with digital cameras, imaging and graphic software, image transmission, archiving, and editing are trained in theory and hands-on applications for documentation and communicating DoD themes and messages.

PREREQUISITES: Validation of student authentication is through the Army Training Requirements and Resources System (ATRRS).

Requests for waiver of prerequisites must be routed through the appropriate career field manager to the DINFOS Commandant and must be approved prior to student’s acceptance into training.

<table>
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<th>Service</th>
<th>Enlisted</th>
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<tr>
<td>USA:</td>
<td>ASVAB EL score of 93 and ST score of 91 or higher. Must have normal color vision. Must have depth perception. Must have normal binocular vision for fine close work as determined by the Armed Forces Vision Tester. Must follow on to DINFOS-VPD course. Must be eligible for secret clearance. Required to be a US citizen effective 1 October 2011 for all soldiers.</td>
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<tr>
<td>USAF:</td>
<td>AFAQE score of 43. Must have distant visual acuity correctable to 20/20 with normal color vision.</td>
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<td>Must be eligible for secret clearance.</td>
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<td><strong>USMC:</strong></td>
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<td>GT score of 100 or higher.</td>
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<td>Must have normal color vision.</td>
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<td>Must be eligible for secret clearance.</td>
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<td>Must be a US citizen.</td>
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<td><strong>International:</strong></td>
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<td>Must have an English Comprehension Level (ECL) of 70.</td>
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<td>Must have distant visual acuity correctable to 20/20 with normal color vision.</td>
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<tr>
<td><strong>Civilian:</strong></td>
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<tr>
<td>Must be in a GS 1035, 1060, 1071 or 1084 series position requiring photography skills.</td>
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<td>Must have visual acuity correctable to 20/20 with normal color vision.</td>
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<td>Must be able to carry associated photography equipment weighing 20 lbs.</td>
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**SECURITY CLEARANCE:** None Required

**CLASS SIZE:**

<table>
<thead>
<tr>
<th>Maximum</th>
<th>24</th>
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<tr>
<td>Minimum</td>
<td>8</td>
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**COURSE LENGTH:** 60 days

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<th>ACADEMIC HOURS:</th>
<th>459 hours</th>
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<td>ADMINISTRATIVE HOURS:</td>
<td>21 hours</td>
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<td>TOTAL COURSE HOURS:</td>
<td>480 hours</td>
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**TYPE/METHOD OF INSTRUCTION:**

<table>
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<tr>
<td>Lecture (L)</td>
<td>49 hours</td>
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<td>Demonstration (D)</td>
<td>12 hours</td>
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<tr>
<td>Performance Exercise (PE)</td>
<td>326 hours</td>
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<tr>
<td>Written Exams (EW)</td>
<td>24 hours</td>
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<tr>
<td>Performance Examination (EP)</td>
<td>48 hours</td>
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<td>Administrative Hours (AD)</td>
<td>21 hours</td>
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TRAINING START DATE: 7 September 2010

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 for this course.

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

TRAINING DEVELOPMENT PROPOSENT: Defense Information School, Fort George G. Meade, MD 20755

REFERENCES: Available on page 14 of this TPI


SAFETY FACTORS: ROUTINE
FUNCTIONAL AREA 1
PHOTOGRAPHIC FUNDAMENTALS

TPFN: DINFOS-BSP-001-

TERMINAL TRAINING OUTCOME: The instruction and training throughout this functional area provide the foundation and knowledge necessary for visual information assignments supporting still photographic documentation of training and operations, public affairs and joint operations throughout the Armed Forces. The student learns the fundamental elements of function and processes used in still photography. Emphasis is placed on establishing individual habits of safety and security balanced with the crucial requirements of being a military photographer. The student is introduced to fundamentals of safety, security and service related administrative procedures and publications. Light and color theories are presented to the student with emphasis on their relationship to still photography. Concepts and techniques of basic computer and photographic software are introduced with emphasis on maintaining DOD ethical standards during the electronic imaging processes. The student is introduced to the critical concepts of digital camera operations, photographic exposure, composition, focus, depth of field, lenses and filters necessary to perform as a still photographer. The student is trained to write captions while adhering to the DOD standard. The student is prepared and oriented to begin developing individual skills to accomplish apprentice competence in the full spectrum of digital still photography. The minimum passing score is 70 percent on all written exams and performance exams to complete this functional area.

UNITS:

001 ADMINISTRATION INFORMATION
   001 Identify and define safety standards and practices
   002 Explain security issues and applications
   003 Identify and explain service-related administrative procedures and publications

002 LIGHT AND COLOR THEORY
   001 Identify the basic theory of light
   002 Explain color theory
   003 Written exam and critique units 1-2 (EW)

003 COMPUTER BASICS AND ETHICS
   001 Operate a computer workstation with imaging and caption software
   002 Identify DoD guidelines concerning ethics, copy right restrictions and other legal issues affected by electronic imaging processes
003  Performance exercise and critique (PE)

004  DIGITAL CAMERA OPERATIONS
       001  Use digital camera to record/acquire images
       002  Performance exercise and critique (PE)

005  EXPOSURE
       001  Determine equivalent exposure
       002  Performance exercise and critique (PE)
       003  Written exam and critique units 3-5 (EW)

006  LENSES AND FILTERS
       001  Use photographic lenses to control image size, depth of field, and focus
       002  Demonstrate the effects and limitations of neutral density, polarizing, and haze/ultraviolet filters
       003  Performance exercise and critique (PE)

007  COMPOSITION
       001  Apply the basic elements of composition to enhance images
       002  Performance exercise and critique (PE)

008  CAPTIONS
       001  Write captions and cutlines
       002  Performance exercise and critique (PE) modules
       003  Written exam and critique units 6-8 (EW)
       004  Performance exam and critique units 1-8 (EP)

TOTAL TPFN TIME: 152 hours
FUNCTIONAL AREA 2
TECHNICAL IMAGING

TPFN: DINFOS-BSP-002-

TERMINAL TRAINING OUTCOME: The instruction and training throughout this functional area provide the foundation and knowledge necessary to perform the essential skills needed to gather technical still photographic imagery for the Armed Forces. The student is taught direct and off camera flash techniques using electronic flash and close-up photography using a ring flash and macro lens. The student is introduced to color printing and through practical exercise produces properly color balanced prints. The student gains knowledge for the photographic requirements necessary to support material deficiency reports. The student is oriented to the basic requirements for documenting legal and criminal investigations, ground and aircraft accident scenes and the legal requirements for processing and management of the resulting products. The minimum passing score is 70 percent on all written exams and performance exams to complete this functional area.

UNITS:

001  FLASH TECHNIQUES
       001  Use direct and off-camera flash techniques/ring flash
       002  Performance exercise and critique (PE)

002  MACRO PHOTOGRAPHY
       001  Produce photos using a macro lens
       002  Performance exercise and critique (PE)
       003  Written exam and critique units 1-2 (EW)

003  COLOR PRINTING
       001  Produce color prints
       002  Performance exercise and critique (PE)

004  LEGAL AND CRIMINAL INVESTIGATIONS
       001  Photograph legal and criminal investigations
       002  Performance exercise and critique (PE)
       003  Written exam and critique units 3-4 (EW)
       004  Performance exam and critique units 1-4 (EP)

TOTAL TPFN TIME:  88 hours
FUNCTIONAL AREA 3
STUDIO PHOTOGRAPHY

TPFN: DINFOS-BSP-003-

TERMINAL TRAINING OUTCOME: The instruction and training throughout this functional area provide the foundation and knowledge necessary to perform studio still photography for the Armed Forces. The student is trained to use a flash meter to determine exposure and lighting ratios in a still photographic studio. Through practical exercises the student uses posing techniques to produce technically sound passport photos, ISOPREP photos and portraits in the still photo studio. The minimum passing score is 70 percent on all written exams and performance exams to complete this functional area.

UNITS:
001  STUDIO TECHNIQUES
     001  Use flash meter to determine flash exposure techniques
     002  Use posing techniques to take portraits, passport, and ISOPREP
     003  Performance exercise and critique (PE)
     004  Written exam and critique unit 1 (EW)
     005  Performance exam and critique unit 1 (EP)

TOTAL TPFN TIME: 48 hours
FUNCTIONAL AREA 4
COMBAT OPERATIONAL PHOTOGRAPHY

TPFN: DINFOS-BSP-004-

TERMINAL TRAINING OUTCOME: The instruction and training throughout this functional area prepares the student to photograph military operations for the Armed Forces. Through practical exercises the student photographs military operations during the day and at night employing night vision devices with emphasis on safety and security during military operations. The student is introduced to various methods for image transmission, prepares a mission debrief and electronically transmits imagery from a simulated combat environment maintaining DIMOC accessioning standards. The minimum passing score is 70 percent on all written exams and performance exams to complete this functional area.

UNITS:

001 COMBAT CAMERA
   001 Photograph military operations in a simulated combat environment
   002 Photograph simulated military operations employing night vision devices
   003 Performance exercise and critique (PE)

002 IMAGE TRANSMISSION AND ACCESSIONING
   001 Transmit images from a simulated combat environment
   002 Performance exercise and critique (PE)

003 MISSION DEBRIEF
   001 Prepare presentation using electronic software
   002 Performance exercise and critique (PE)
   003 Written exam and critique units 1-3 (EW)
   004 Performance exam and critique units 1-3 (EP)

TOTAL TPFN TIME: 72 hours
FUNCTIONAL AREA 5
PICTURE STORY

TPFN: DINFOS-BSP-005-

TERMINAL TRAINING OUTCOME: This functional area fully assesses and critiques all academic and performance requirements. The student develops and photographs a scripted picture story assignment and exercises advanced image enhancement techniques while maintaining DOD ethical standards with limited supervision. The student learns advanced photographic techniques including how to document personality portraits, news photography, sports photography, feature photos and pictorial photos with an emphasis on telling the DOD story. All of the skills, processes and creative techniques practiced up to this point are applied and evaluated. Training methodology expands, reinforces and increases standards of achievement for both process and products. During this final capstone event the student prepares, shoots, captions and prints a documentary picture story assignment and performs fully within the parameters of a military photographer expected by the Armed Forces. The minimum passing score is 70 percent on all written exams and performance exams to complete this functional area.

UNITS:

001 PHOTOGRAPHIC ASSIGNMENTS
001 Photograph and print a personality portrait
002 Performance exercise and critique (PE)

002 PICTURE STORY ASSIGNMENT
001 Develop and photograph a scripted story idea applying controlled and uncontrolled action techniques
002 Performance exercise and critique (PE)
003 Perform image enhancement by using a computer work station with imaging and caption software
004 Performance exercise and critique (PE)
005 Assemble a picture story presentation using layout software
006 Performance exercise and critique (PE)
007 Written exam and critique units 1-2 (EW)
008 Performance exam and critique units 1-2 (EP)

TOTAL TPFN TIME: 99 hours
FUNCTIONAL AREA 6
COURSE ADMINISTRATION

TPFN: DINFOS-BSP-006-

TERMINAL TRAINING OUTCOME: During this time student records will be created, updated and archived. The student receives course orientation, completes surveys, performs individual out-processing, and practices and performs a formal graduation ceremony.

UNITs:

001 Course Opening
   001 In-processing / Orientation
   002 In-processing RQM

002 Research and Evaluations Solicited Critiques
   001 Mid-Course Critique
   002 End-of-course critique

003 Course Closing
   001 Out-processing general
   002 Out-processing RQM
   003 Graduation Rehearsal
   004 Graduation Ceremony

TOTAL TPFN TIME: 21 hours
REFERENCES

BOOKS


MANUALS
*Autofocus Speedlight SB-800 Instruction Manual.*

*The Nikon Guide to Digital Photography with the D200 Digital Camera.*
http://support.nikontech.com/app/answers/detail/a_id/13796/session/L2F2LzEvc2lkL09UUidtUjipg Retrieved May 25, 2010

(1993) United States Navy NAVEDTRA 14209: *Photography (Basic)*

WEB
*Aircraft Accident Investigation Photography.*
http://www.tpub.com/content/photography/14209/css/14209_164.htm Retrieved June 4, 2010


How night vision works http://www.nightvision.com/night_vision/how_nv_works.html Retrieved June 1, 2010


REGULATIONS


(2007) FM 3-55.12, MCRP 3-33.7A, NTPP 3-61.2, AFTTP(I) 3-2.41: *COMCAM Multi-Service Tactics, Techniques, and Procedures for Combat Camera Operations*
