



MUSEUMS & CULTURAL PROGRAMS

DARKROOM PHOTOGRAPHY

Supply List and Studio Guidelines

DOUGHERTY ARTS CENTER

1110 Barton Springs Road, Austin, TX 78704 . 512-974-4000

Darkroom 1

Shelley Wood

Learn to process and print your own black and white images. Designed to teach photographic fundamentals, this course will cover photographic principles, history, and technology through darkroom work and discussion. Student provides a manual 35mm camera and some supplies. All levels are welcome to register. This course requires students to purchase their own supplies.

SUPPLIES

Students must bring their own photographic supplies such as cameras, film and paper.

- Other supplies may be added as the course progresses, as suggested by the instructor.
- Please keep your receipts in case the class is cancelled or to return unused supplies.
- The Arts School provides basic darkroom equipment, safety supplies, cleaning supplies and photographic chemicals.

SUPPLIES FOR FIRST DAY

- Camera
- Negatives: Black and white film already processed
- RC Photographic Paper
- A lupe or magnifying glass
- Printfile negative sleeve
- Can of air (for cleaning dust)
- Negative Film Cleaner (suggest Edwal brand)
- Notebook and pen or pencil for notes

PERSONAL PROTECTIVE EQUIPMENT

- Appropriate clothing and closed-toe shoes
- Apron or smock to protect your clothing
- Safety goggles and gloves

SUPPLY STORE(S)

The City of Austin can not recommend vendors.

We suggest an online search for art supply stores that are local and online.

PERSONAL CAUTION & SAFETY

Food and drinks: Due to safety all drinks must be in a sealed container to prevent contamination.

PERSONAL BELONGINGS

Do not bring valuable items to class or leave valuable items exposed in plain sight in your vehicle. Keep handbag, backpack and supplies near your work area. The City of Austin, Parks and Recreation Department and Dougherty Arts Center staff are not responsible for lost or stolen items. Please report loss or theft to a staff member.

CONSUMPTION OF ALCOHOL

The classroom environment contains potentially dangerous materials and equipment. DAC students, staff, instructors and contractors should not consume alcohol before or during class. Possession or consumption of alcoholic beverages is prohibited in all areas of the Dougherty Arts Center except the Julia C. Buttridge Gallery under special circumstances. Alcohol will only be available in the Gallery if the renter or organization **hosting the event** provides alcohol for consumption to the general public; has provided liability insurance and an alcohol license; and the Parks Department Director has given approval.

- No alcohol may be taken from the gallery into the classroom or other areas of the Dougherty Arts Center.
- Students should not drink alcohol at the reception and return to the classroom. If alcohol is consumed the student will be asked to leave and no refunds will be given.

ATTENDANCE & STUDIO ACCESS

- Program attendance is the responsibility of the participant. Failure to attend does not entitle a participant to a transfer or a refund. Make-ups are not available for absences. Fees will not be prorated for absences. (See Enrollment Policies)
- Due to safety, children, friends, and pets (except official, certified assistance animals) are not allowed.
- The studio/classroom is only open and available to registered students during their registered class time.
- The studio cannot be used without supervision.
- If you arrive early and another class (not your class) is in session, please do not enter the studio out of courtesy for students that have paid for their time in class. Questions about class times can be directed to the registration office, program specialist, class brochure or found online.



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DARKROOM ETIQUETTE

- Any wet print or test strip being carried out of the darkroom needs to be carried in a viewing tray. These trays are only for prints coming directly out of the fixer.
- All personal belongings including paper, negatives, etc. need to be removed from the darkroom at the end of each class.
- **Cell phones need to be turned off in the darkroom.**
- Tongs must be kept with their designated tray. If tongs are accidentally placed in the wrong tray, tell the instructor or lab monitor immediately so they can be washed.
- Dry and wet materials must stay in the designated areas of the darkroom.
- Last wash/clean up is 30 minutes before the end of class.
- Technical questions should be directed to the instructor. Independent Study is only for students who are comfortable working independently.

BLACK AND WHITE CHEMICALS ALLOWED

- Developer: Use only metol/hydroquinone developers or the less toxic phenidone/hydroquinone developer.
- Reuse chemicals. Neutralize with stop bath or citric acid before disposal.
- Stop Bath: Use water only, no acetic acid.
- Fixer: Use low acid fixers instead of high sulfur dioxide rapid fix.
- Reducer: Use only Farmer's reducer.
- DO NOT USE: Intensifier or toners
- Hypo Eliminators: Use water or hypo clearing agents

WET SIDE / DRY SIDE

The photo studio has a WET SIDE that consists of a long sink, chemicals and water. This is for film and paper development only. All wet materials shall stay on the wet side of the studio. The DRY SIDE of the room consists of enlarging stations, enlargers and tools for exposing photographic papers. **NO WET ITEMS SHOULD BE PLACED ON THE DRY SIDE AT ANY TIME.** Also, students and instructors should always have a towel to wipe wet hands before using any equipment on the dry side.

COLOR CHEMICALS ALLOWED

- DO NOT USE Developer (phenylene diamine) or Formaldehyde
- Solvents: Use only low solvent color processes.

BLUE PRINTING CHEMICALS ALLOWED

- Fixer: Use dilute hydrogen peroxide instead of dichromates.

PHOTOGRAPHIC CHEMICALS

An approved list of chemicals is posted in the Safety Data Sheet (SDS) notebook in the photo studio. SDS sheets list chemical properties, proper use, safety precautions, and first aid procedures. DAC School instructors and approved staff are the only persons allowed to mix chemicals in the photo studio. All chemical containers will be properly marked with chemical name and date of mixture. DAC Staff are also responsible for the safe disposal of chemicals. All photo chemicals will be in liquid concentrate form. No powdered chemicals shall be used in the photo studio. **NO OUTSIDE CHEMICALS ARE ALLOWED WITHOUT PRIOR APPROVAL BY THE SCHOOL ADMINISTRATION.** All requests to use outside chemicals must be in writing and include a copy of the SDS.

SAFETY

Only instructors are allowed to mix chemicals. Safety tongs are provided for all students to use with chemical baths. **DO NOT PLACE YOUR HANDS DIRECTLY IN THE CHEMICALS AS THIS COULD CAUSE CONTACT DERMATITIS.** A portable eye wash solution is available at all times in the photo lab.

WORKING WITH CHEMICALS

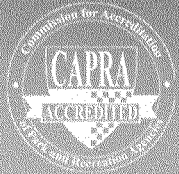
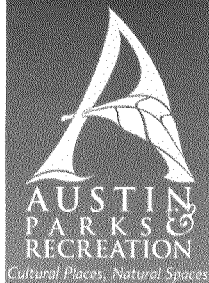
All students, instructors and staff will use proper safety procedures when handling chemicals for film or photographic papers. Do not immerse your hands in any chemicals. It is not advised that pregnant or nursing women be in contact with photographic chemicals.

CLEAN UP

Each student is responsible for cleaning his/her area. Turn off all electrical equipment; put away enlarger tools, supplies, easels and other printing equipment. The instructor is responsible for disposing of used chemicals properly. Students may help wash out the chemical trays (while wearing safety goggles and gloves) and cleaning up the wet area. The instructor/studio manager will turn off the lights and lock up. Please be considerate of closing hours and allow time for cleanup.

PHOTOGRAPHS OR SUPPLIES LEFT AT CLASS CONCLUSION

Unless special arrangements have been made with DAC Staff, photographs and supplies owned by students left after the end of a session will be removed and/or recycled back into the studio. The City of Austin is not responsible for personal property.



Dear DAC Customer:

This letter is to serve as official notification from the City of Austin, as per TCEQ requirements, to parents and other customers of the Dougherty Arts Center (DAC) about the presence of an old landfill under and adjacent to the DAC. There has been no change in the conditions of the Dougherty Arts Center building or the landfill; we are simply providing information so that you can make informed decisions.

The landfill lies under the majority of the building and extends under the lawn to the east of the building. The landfill has been thoroughly investigated for the safety of everyone involved. The City's Investigation and Evaluation Team included staff from the Health and Human Services Department, Watershed Protection and Development Review Department as well as outside environmental experts. The investigation has not identified an exposure risk to users of the DAC but we want parents and other customers to be aware of the situation and to know that the assessment is ongoing.

The City discovered this previously unknown landfill during the initial construction of Butler Park in April of 2006 and took immediate action by cordoning off the contaminated area and starting its investigation. Health risks from old landfills such as this would primarily be from direct contact with the buried materials or from landfill gases such as methane or carbon monoxide.

The results of the investigation indicated:

- The landfill materials appear to be over 75 years old and relatively benign. The only identifiable materials are glass bottles, ceramic pieces and pieces of metal.
- The materials are covered by a layer of soil that ranges from 8 inches to 6 feet in depth.
- **No methane gas nor carbon monoxide have been found in ten years of monitoring.**
- Based on initial testing, the primary contaminant of concern is the elevated lead levels within the buried materials. These elevated lead levels have not been identified in the surface soil where they would pose a health risk. We have contained the contaminated areas.

Per EPA and TCEQ directives, the City of Austin will continue to monitor the situation with the use of methane, natural gas, and carbon monoxide detectors both in the building and at bore holes drilled through the foundation to check gas levels below the building. The playground area and the gas monitors are checked by daily inspections and by quarterly visits from the Parks and Recreation Safety Officer who has also contributed to the safety measures taken.

We will remain vigilant in our efforts to manage this issue. We believe that the DAC and its surrounding parkland are safe but we want to be sure all interested parties are aware of the situation. If you have any questions, please do not hesitate to call:

Laura Esparza, Division Manager, Museums and Cultural Programs Division, 512-974-4001.
Guiniviere Webb, Manager, Dougherty Arts Center, 512-974-4019.
Mary Ann Vaca-Lambert, Supervisor, Dougherty Arts Center, 512-974-4037.

Sincerely,

Laura Esparza, Division Manager,
Museums and Cultural Programs Division

