



CREDIT COURSE OUTLINE

I. COVER PAGE

(1) JOURN 8	(2) Student Publication Staff	(3) 3
Number	Title	Units

<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td colspan="3">(4) Lecture / Lab Hours:</td> </tr> <tr> <td colspan="3">Total Course Hours</td> </tr> <tr> <td style="width: 20%;">Total Lec hours:</td> <td style="width: 10%;"></td> <td style="width: 10%;"></td> </tr> <tr> <td>Total Lab hours:</td> <td></td> <td align="center">9.00</td> </tr> <tr> <td>Total Contact hours:</td> <td></td> <td align="center">162.00</td> </tr> <tr> <td colspan="3">Lec will generate <u>0</u> hour(s) outside work.</td> </tr> <tr> <td colspan="3">Lab will generate <u>0</u> hour(s) outside work.</td> </tr> <tr> <td>(5) Grading Basis:</td> <td>Grading Scale Only</td> <td></td> </tr> <tr> <td></td> <td>Pass/No Pass option</td> <td align="center">X</td> </tr> <tr> <td></td> <td>Pass/No Pass only</td> <td></td> </tr> <tr> <td colspan="3">(6) Advisories:</td> </tr> <tr> <td colspan="3">Eligibility for English 126</td> </tr> <tr> <td colspan="3">Eligibility for English 125</td> </tr> <tr> <td colspan="3">(7) Pre-requisites(requires C grade or better):</td> </tr> <tr> <td colspan="3">Corequisites:</td> </tr> <tr> <td colspan="3">ENGL 125 Math 126</td> </tr> </table>	(4) Lecture / Lab Hours:			Total Course Hours			Total Lec hours:			Total Lab hours:		9.00	Total Contact hours:		162.00	Lec will generate <u>0</u> hour(s) outside work.			Lab will generate <u>0</u> hour(s) outside work.			(5) Grading Basis:	Grading Scale Only			Pass/No Pass option	X		Pass/No Pass only		(6) Advisories:			Eligibility for English 126			Eligibility for English 125			(7) Pre-requisites(requires C grade or better):			Corequisites:			ENGL 125 Math 126			<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td colspan="3">(8) Classification:</td> </tr> <tr> <td style="width: 20%;"></td> <td style="width: 20%;"></td> <td style="width: 20%;"></td> </tr> <tr> <td></td> <td>Degree applicable:</td> <td align="center">X</td> </tr> <tr> <td></td> <td>Non-degree applicable:</td> <td></td> </tr> <tr> <td></td> <td>Basic skills:</td> <td></td> </tr> <tr> <td>(9)RC</td> <td>Fulfills AS/AA degree requirement: (area)</td> <td></td> </tr> <tr> <td></td> <td>General education category:</td> <td></td> </tr> <tr> <td></td> <td>Major:</td> <td></td> </tr> <tr> <td></td> <td>Certificate of:</td> <td></td> </tr> <tr> <td></td> <td>Certificate in:</td> <td></td> </tr> <tr> <td>(10)CSU</td> <td>Baccalaureate:</td> <td align="center">X</td> </tr> <tr> <td>(11)Repeatable: (A course may be repeated three times)</td> <td></td> <td align="center">3</td> </tr> </table>	(8) Classification:							Degree applicable:	X		Non-degree applicable:			Basic skills:		(9)RC	Fulfills AS/AA degree requirement: (area)			General education category:			Major:			Certificate of:			Certificate in:		(10)CSU	Baccalaureate:	X	(11)Repeatable: (A course may be repeated three times)		3
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(12) Catalog Description:
 Students taking this course participate in the production of student print and online publications Students learn interviewing, writing, photography, editing, print and online layout. Students also learn about the intergration of multimedia materials into online publication.

II. COURSE OUTCOMES:

(Specify the learning skills the student demonstrates through completing the course and link critical thinking skills to specific course content and objectives.)

Upon completion of this course, students will be able to:

- I. Analyze the process of newspaper and online periodical production.
- II. Demonstrate the responsibilities of an ethical journalist
- III. Apply a writer's voice.

III. COURSE OBJECTIVES:

(Specify major objectives in terms of the observable knowledge and/or skills to be attained.)

In the process of completing this course, students will:

- I. Develop competence in writing hard and soft news in all sections of the publication.
- II. Create text, photographs and graphics that support the focus of a story.

IV. COURSE OUTLINE:

Lab Content:

- A. Definitions
 1. Journalism
 2. The organization of a publication
 3. The duties of staff members
- B. The contents of a newspaper
 1. Definitions of news
 2. Basic news stories
 3. Feature stories
 4. Special sections---sports, departments, film, clubs, etc.
 5. Editorials and columns

- 6. Letters
- 7. Advertising
- C. Style books and their use
- D. Gathering information (investigation, interviews, etc.) and writing different kinds of stories
- E. Ethics and libel
- F. Make-up and writing heads
- G. Photographs and picture editing
- H. Copying and proofreading
- I. Putting out the campus newspaper
 - 1. Printing methods and costs
 - 2. Standards and policies
 - 3. Schedule for production
 - 4. Assignments
- J. Online publishing
 - 1. Similarities and differences to print
 - 2. Writing for online publication
 - 3. Structure and flow of copy in an online publication
- K. Online publishing tools
 - 1. Web authoring clients
 - 2. File Transfer Protocol
 - 3. Content Management systems
 - 4. Blogs
 - 5. Podcasts
 - 6. Streaming media
- L. Publishing the online student publication
 - 1. Standards and policies
 - 2. Scheduling and deadlines
 - 3. Accessible publishing
 - 4. Assignments

V. APPROPRIATE READINGS

Reading assignments may include but are not limited to the following:

- I. Sample Text Title:
 - 1. Recommended - - *AP Stylebook 2009 and Libel Manual*, Published by Associated Press , 2009,
- II. Other Readings
 - 1. Recommended - *Teacher Prepared Materials*

Global or international materials or concepts are appropriately included in this course
 Multicultural materials and concepts are appropriately included in this course

If either line is checked, write a paragraph indicating specifically how global/international and/or multicultural materials and concepts relate to content outline and/or readings.

VI. METHODS TO MEASURE STUDENT ACHIEVEMENT AND DETERMINE GRADES:

Students in this course will be graded in at least one of the following four categories. Please check those appropriate. A degree applicable course must have a minimum of one response in category A, B, or C.

A. Writing			
Check either 1 or 2 below			
X	1. Substantial writing assignments are required. Check the appropriate boxes below and provide a written description in the space provided.		
	2. Substantial writing assignments are NOT required. If this box is checked leave this section blank. For degree applicable courses you must complete category B and/or C.		
	a) essay exam(s)		d) written homework
	b) term or other paper(s)		e) reading reports
	c) laboratory report(s)	X	f) other (specify)

Required assignments may include but are not limited to the following:

1. Students will write a column/blog on an area of their interest, food, films, sports, etc..
2. Students will cover an event on campus and write a news story on the event.

B. Problem Solving			
Computational or non-computational problem-solving demonstrations, including:			
<input type="checkbox"/>	a) exam(s)	<input type="checkbox"/>	d) laboratory reports
<input type="checkbox"/>	b) quizzes	<input type="checkbox"/>	e) field work
<input type="checkbox"/>	c) homework problems	X	f) other (specify):

Required assignments may include but are not limited to the following:

- A. Students will discriminate between fact and opinion, news and editorial comment.
- B. Students will recognize and avoid propaganda devices that may slant or bias the reporting of news.
- C. Students will practice responsible journalism, trying for fair, balanced reporting that informs the public for which the paper is prepared.
- D. Students will consider the meaning and message of photography associated with the newspaper.
- E. Students will edit for meaning and clarity.

C. Skill demonstrations, including:			
<input type="checkbox"/>	a) class performance(s)	<input type="checkbox"/>	c) performance exams(s)
<input type="checkbox"/>	b) field work	X	d) other (specify)

Required assignments may include but are not limited to the following:

- A. Writing stories based on attendance at campus or community government meetings
- B. Writing stories based on sporting/cultural/musical events
- C. Producing an interview podcast
- D. Edit news and feature stories prepared by other students

D. Objective examinations including:			
<input type="checkbox"/>	a) multiple choice	<input type="checkbox"/>	d) completion
<input type="checkbox"/>	b) true/false	<input type="checkbox"/>	e) other (specify):
<input type="checkbox"/>	c) matching items		

COURSE GRADE DETERMINATION:

Description/Explanation: Based on the categories checked in A-D, it is the recommendation of the department that the instructor's grading methods fall within the following departmental guidelines; however, the final method of grading is still at the discretion of the individual instructor. The instructor's syllabus must reflect the criteria by which the student's grade has been determined. (A minimum of five (5) grades must be recorded on the final roster.)

If several methods to measure student achievement are used, indicate here the approximate weight or percentage each has in determining student final grades.

10% Quizzes 90% Tasks completed pursuant to production of student publications

VII. EDUCATIONAL MATERIALS

For degree applicable courses, the adopted texts, as listed in the college bookstore, or instructor-prepared materials have been certified to contain college-level materials.

Validation Language Level (check where applicable):

	College-Level Criteria Met	
	YES	NO
Textbook	<u>X</u>	_____
Reference materials	<u>X</u>	_____
Instructor-prepared materials	<u>X</u>	_____
Audio-visual materials	<u>X</u>	_____

Indicate Method of evaluation:

Used readability formulae (grade level 10 or higher)	_____
Text is used in a college-level course	<u>X</u>
Used grading provided by publisher	_____
Other: (please explain; relate to Skills Levels)	<u>X</u> =

Computation Level (Eligible for MATH 101 level or higher where applicable)

Content	_____	<u>X</u>
Breadth of ideas covered clearly meets college-level learning objectives of this course	<u>X</u>	_____
Presentation of content and/or exercises/projects:		

Requires a variety of problem-solving strategies including inductive and deductive reasoning.	<u> X </u>	_____
Requires independent thought and study	<u> X </u>	_____
Applies transferring knowledge and skills appropriately and efficiently to new situations or problems.	<u> X </u>	_____

List of Reading/Educational Materials
Recommended - - *AP Stylebook 2009 and Libel Manual*, Published by Associated Press , 2009,

Comments:

_____ This course requires special or additional library materials (list attached).
 X This course requires special facilities:
Access to a Computer Lab

Attached Files:

BASIC SKILLS ADVISORIES PAGE The skills listed are those needed for eligibility for English 125, 126, and Math 101. These skills are listed as the outcomes from English 252, 262, and Math 250. In the right hand column, list at least three major basic skills needed at the beginning of the target course and check off the corresponding basic skills listed at the left.

<p>(eligibility for English 126) (as outcomes for English 262)</p> <p>_____ Using phonetic, structural, contextual, and dictionary skills to attack and understand words. _____ Applying word analysis skills to reading in context. _____ Using adequate basic functional vocabulary skills. _____ Using textbook study skills and outlining skills. _____ Using a full range of literal comprehension skills and basic analytical skills such as predicting, inferring, concluding, and evaluating.</p>	<ol style="list-style-type: none"> 1. Checking reports for meaning. 2. Analyzing opinion pieces 3. Improving word choices when editing
<p>(eligibility for English 125) (as outcomes for English 252)</p> <p>_____ Writing complete English sentences and avoiding errors most of the time. _____ Using the conventions of English writing: capitalization, punctuation, spelling, etc. _____ Using verbs correctly in present, past, future, and present perfect tenses, and using the correct forms of common irregular verbs. _____ Expanding and developing basic sentence structure with appropriate modification. _____ Combining sentences using coordination, subordination, and phrases. _____ Expressing the writer's ideas in short personal papers utilizing the writing process in their development.</p>	<ol style="list-style-type: none"> 1. Proof reading newspaper assignments. 2. Producing editorials 3. Writing news reports

Check the appropriate spaces.
_____ Eligibility for Math 101 is advisory for the target course.
 X Eligibility for English 126 is advisory for the target course.
 X Eligibility for English 125 is advisory for the target course.
If the reviewers determine that an advisory or advisories in Basic Skills are all that are necessary for success in the target course, stop here, provide the required signatures, and forward this form to the department chair, the appropriate associate dean, and the curriculum committee.

CONTENT REVIEW

ENGL 125 WRITING SKILLS FOR COLLEGE

REQUISITES

No requisites