

# Journalism 8, Newspaper Production

Fall 2008 • ART 154 • 1-3 units • M 2-2:50 p.m. and also times to be arranged

Instructor: Leah Unruh

E-mail: leah.unruh@reedleycollege.edu

Phone: (559) 638-3641 ext. 3115

Office: Annex 1

## COURSE DESCRIPTION:

This course is the laboratory environment which provides students with “real world” experience in newspaper production. It is designed for students interested in all or some of the aspects of journalism and newspaper production including story proposals, writing, editing, photography, advertising, and page layout.

## COURSE OBJECTIVES:

The objective of this course is for students to use their journalistic skills to produce the semester's issues of the Reedley College student newspaper The Chant. This can include proposing appropriate ideas for news, feature, opinion and sports stories, producing professional articles through interviewing and using journalism style writing, taking professional photos and using journalist judgement in cropping and editing, writing journalist captions for each photo, editing and proofreading work, selling and creating advertisements for print, or using journalist judgement in deciding placement of stories, photos, cartoons, and advertisements toward a final product.

## READING:

- The required book for this course is the Associated Press Stylebook, it can be found in the Reedley College bookstore.
- It is strongly suggested that students read several different newspapers and magazines, listen to news on the radio, or watch news on the television to further their understanding of news writing, journalistic photos and the mass media in general.

## WEBSITE:

- <http://www.refdesk.com/paper.html>

This is a very good reference for viewing newspapers around the country and the world.

## UNITS/HOURS:

Because this class is a student lab, units are based upon the number of hours students devote toward the class each week. Student can choose the number of units (1-3) they take the class for, but must complete the amount of hours needed per week. For 1 unit: 3 lab hours per week are needed; for 2 units: 6 lab hours per week are needed; and for 3 units: 9 lab hours per week are needed.

Students will be provided a weekly time sheet to record their hours, which will be turned in each week. Classroom time can also be counted toward these hours, and we will meet a minimum of once a week as a class. The entire newspaper staff meets once a week on Mondays from 2 to 2:50 p.m. Students are also encouraged to use class time during the JOURN 7 class to finish projects and complete newspaper design. This class meets Mondays and Wednesday from 3 to 4:15 p.m. When using this class time, please respect the classroom of the JOURN 7 students and keep noises to a minimum.



#### ASSIGNMENTS:

As this class is the newsroom for The Chant, all points will be earned through creating the three or four issues of the newspaper. Students may earn points through writing articles, taking photographs, writing captions, editing, participating in newsroom discussions, drawing cartoons or illustrations, selling ads, page design, or any other activity that contributes to the production of the newspaper. Points will be determined based on quality of work, and when your assignments are turned in. It is very important that deadlines for each assignment are met ON TIME so the newspaper can be printed on time. Remember that each student is a part of the newspaper and if any part is late, it affects the whole newspaper staff as well as the outcome of the newspaper. Points will be determined based on quality of your work, ability to meet deadlines, and your contribution to the final product.

#### GRADING:

Grades will be based on the total point score and follow these guidelines: A = 90% and above; B = 80%-89%; C = 70%-79%; D = 60-69%; F = 59% and below.

One story is worth 1 to 20 points depending on the quality of reporting, writing, length, number of sources, and ability to meet deadlines. One photo or graphic illustration is worth 1 to 15 points depending on quality, content and ability to meet deadlines.

#### ATTENDANCE:

Most work done for this course will be done outside the classroom in gathering information for stories, attending events, taking photos, interviewing, selling advertisements, and so on. But meetings will take place in class at least once a week. Think of class meetings as newsroom meetings, a place where we discuss the progression and direction of the paper, ask questions about your articles and/or photos, and where you will turn in articles, photos, captions, and ads etc.

#### CLASSROOM RULES:

NO food or drinks are allowed in the ART 154 computer lab, please help keep the computers in good condition. Please turn all cell phones and pagers OFF before entering class. Any student having a device going off during a meeting will lose 5 points toward your final grade.

#### Open Lab Hours:

ART 154 has open lab hours for students, they will be posted during the beginning weeks of the semester. Please feel free to use these lab hours to write stories or captions, edit photos, or anything else for The Chant. A folder will be created on the computers to save all Chant materials in. Open lab hours will be posted at the beginning of the semester.

#### DISABILITY NOTICE:

Students with disabilities are encouraged to identify themselves to the college and the instructor so reasonable accommodations for their learning and evaluation with the course can be made.

#### CHEATING AND PLAGIARISM:

Cheating and plagiarism are not tolerated in this course or any course at Reedley College. Please see the college catalog for complete information. Students are not allowed to confer during exams, and all work submitted to the instructor must be your own original work. Plagiarism and cheating will result in a failing grade in this course, and possible expulsion from the college.

#### JOURNALISM CONVENTION:

On Saturday, October 11 there will be an optional field trip to the Journalism Association of Community Colleges (JACC) Nor-Cal Journalism Conference. This year it will be held at San Jose State University and will include workshops, guest speakers and competitions. All other community colleges with student newspapers from Northern California will be in attendance. All students are encouraged to attend with registration fees and transportation covered by The Chant. It's a really fun and information-packed event, I hope you will plan to attend!

#### QUESTIONS:

Please don't hesitate to see, call or e-mail me if you have questions, concerns or comments. I am happy to assist you.

## SEMESTER SCHEDULE AND DEADLINES: *(tentative schedule, subject to change)*

- WEEK 1 Introduction, ad information, Chant #1 assignments
- WEEK 2 Staff meeting in ART 154, Working on assignments on your own during the week  
Chant #1 DEADLINE, layout begins
- WEEK 3 Working on assignments on your own during the week  
(Campus closed, no classes on Monday, September 1 for Labor Day holiday)
- WEEK 4 Chant #1 layout continues, other days of the week if needed
- WEEK 5 Complete Chant #1 layout, Chant# 2 assignments  
Wednesday Chant #1 goes to the printer, Friday Chant #1 distributed on campus
- WEEK 6 Working on assignments on your own during the week  
Staff meeting in ART 154, DEADLINE of Chant #2, layout begins
- WEEK 7 Working on assignments on your own
- WEEK 8 Chant #2 layout continues, other days of the week if needed  
Saturday, October 11: Journalism Conference in San Jose (optional field trip)
- WEEK 9 Complete Chant #2 layout, Chant #3 assignments  
Wednesday Chant #2 goes to the printer, Friday distributed on campus
- WEEK 10 Working on assignments on your own during the week  
Staff meeting in ART 154, DEADLINE for Chant #3
- WEEK 11 Working on assignments
- WEEK 12 Chant #3 layout continues, other days of the week if needed  
(Tuesday, November 4 - Election Day - Don't forget to vote!)
- WEEK 13 Complete Chant #3 layout, Chant #4 assignments  
Wednesday Chant #3 goes to the printer, Friday distributed on campus  
(No classes held on Tuesday, November 11 for Veterans Day holiday)
- WEEK 14 Working on assignments on your own during the week  
Staff meeting in ART 154
- WEEK 15 Working on assignments on your own  
Staff meeting in ART 154, DEADLINE of Chant #4, layout begins  
(Campus closed, no classes held for Thanksgiving holiday November 27 & 28)
- WEEK 16 Chant #4 layout continues, Wednesday also if needed
- WEEK 17 Complete Chant #4 layout  
Wednesday Chant #4 goes to the printer, Friday distributed on campus
- WEEK 18 Work on Final assignments
- FINAL EXAM WEDNESDAY, DECEMBER 17, 2:00-3:50 p.m. in ART 154

# Ground Rules for Classroom Discussions

- Everyone participates because everyone has something to add
  - Think globally as well as locally
    - Be honest
  - No one should dominate the discussion
    - Stay on track
    - Only one speaker at a time
  - Everyone should be active listeners
  - Give freely of your experiences and/or ideas
    - Keep an open mind
  - RESPECT each other and their individual opinions
    - There are no dumb questions
      - Have fun