# SYLLABUS—PRINT SPRING 2019

<table>
<thead>
<tr>
<th>General Information</th>
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<tbody>
<tr>
<td>College Name</td>
<td>Richland College</td>
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</table>
| School Name & Contact Info. | WLCC  
972-238-6230 |
| Semester/Term & Year | SPRING 2019 |

<table>
<thead>
<tr>
<th>Instructor Information</th>
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<tbody>
<tr>
<td>Name</td>
<td>Karin Matz</td>
</tr>
<tr>
<td>Telephone</td>
<td>ACCESS Office-- 972.238.6140</td>
</tr>
<tr>
<td>E-mail Address or Fax</td>
<td><a href="mailto:karinmatz@dcccd.edu">karinmatz@dcccd.edu</a> (best contact)</td>
</tr>
<tr>
<td>Office Number</td>
<td>E-020</td>
</tr>
<tr>
<td>Office Hours</td>
<td>Available by appointment</td>
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<tr>
<th>Course Information</th>
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<tbody>
<tr>
<td>Course Number</td>
<td>COMM-2315</td>
</tr>
<tr>
<td>Section Number</td>
<td>81001</td>
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<tr>
<td>Credit Hours</td>
<td>3 credit hours</td>
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<tr>
<td>Class Meeting Time</td>
<td>TU/TH 11:00 a.m. – 12:20 p.m.</td>
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<tr>
<td>Course Title</td>
<td>News Reporting/PRINT SUPER LAB</td>
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| Course Description | This is a Texas Common Course Number.  
Course Description: Preparation and analysis of news styles for the electronic media. (3 Lec.) |

| Coordinating Board Academic Approval Number | 0904025206 |

| Course Prerequisites | Demonstrated competence or approved by the instructor |

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<tr>
<th>Course Objectives/ Learning Outcomes</th>
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<tr>
<td>1. Core Courses (if applicable)</td>
<td>Designated by the Texas Higher Education Coordinating Board for transfer among community colleges and state public four-year colleges and universities as freshman and sophomore general education courses.</td>
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| 2. WECM Courses (if applicable)     | Designated by the Texas Higher Education Coordinating Board as workforce education (technical) courses offered for credit and CEUs (Continuing Education Units). While these courses are designed to transfer among state community colleges, they are not designed to automatically transfer to public four-year colleges and universities. |

| 3. Specific Course Learning Outcomes (if applicable) | Journalism students should exhibit the following knowledge and skills upon completion of the journalism portion of their degree:  
1. First Amendment-- Journalism students should value the implications the First Amendment has throughout their journalistic work.  
2. Communication-- Journalism students should be able to edit and communicate messages verbally and non-verbally for different media outlets and audiences. |
3. **News** -- Journalism students should be able to identify newsworthy events, gather information about the same and communicate to audiences of different media outlets after editing. Given that this section focuses on broadcast, emphasis will be given to that style of writing.

4. **Technology** -- Journalism students should demonstrate the use of different technologies. The tools include, but are not limited to, video cameras, non-linear editing systems, newsroom content information systems, audio recorders and video conferencing.

5. **Ethics** -- Journalism students should apply the codes of ethics as well as legal rights and restrictions inherent to their chosen field of journalism.

6. **Research** -- Journalism students should demonstrate research skills throughout their practical and academic course work.

7. **Diversity** -- Journalism students should discuss the diversity of their professional environment as well as their audiences.

In addition, while enrolled in this course, you are considered to be a working journalist in training. The stories you report and write should be of publishable quality and deliverable across multiple electronic and print platforms. As a journalism/student media participant, you have access to the tools of the trade: digital cameras, recorders, lab computers, Associated Press, and the television and radio studios. The newsroom exists for you. Use it. Learn it. Ask questions.

You should be keeping up with the news from reputable sources such as BBC, The Dallas Morning News, Associated Press, CNN, NBC, CBS, ABC, etc., on a daily basis. Develop and foster a “news habit”.

| Course Outline | WEEK 1: What’s news and newsworthy  
Reading: Introductions/Rich Chapters 1-2; AP Style Grammar  
WEEK 2: Newswriting Basics/Interviewing  
Reading: Rich Chapters 4, 5, 7, 8; AP Style Numbers & Places  
WEEK 3: Newswriting/Sourcing  
Reading: Rich Chapters 9, 10, 12; AP Style Times & Titles  
WEEK 4: Crime Writing  
Reading: Rich Chapter 20; AP Style Crime & People  
WEEK 5: Disasters, Weather, Tragedy  
Reading: Rich Chapter 21; AP Style Environment & Health  
WEEK 6: Profiles/Obituaries  
Reading: Rich Chapter 17; AP Style Computers  
WEEK 7: Government/Statistic stories  
Reading: Rich Chapter 19; AP Style Politics  
WEEK 8: Wire copy  
Reading: Rich Chapters 3; AP Style Usage  
WEEK 9: Headlines |
<table>
<thead>
<tr>
<th>Week</th>
<th>Reading Topics</th>
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<tbody>
<tr>
<td>week 10</td>
<td>Copy editing</td>
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<tr>
<td>week 11</td>
<td>Broadcast 101</td>
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<td>week 12</td>
<td>Public Relations</td>
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<td>week 13</td>
<td>Ethics</td>
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<td>week 14</td>
<td>Investigative</td>
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<td>week 15</td>
<td>State of industry/Great Reporting</td>
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Various projects will be due during semester. Expect weekly current event and AP Stylebook quizzes. Participation WILL count toward your grade. Timetable subject to change as the semester proceeds.

**Final exam: 11 a.m. -12:50 p.m. TUESDAY, MAY 14**

**Required Textbooks**
- “The Associated Press Stylebook” (2016 OR LATER WORKS BEST.)
- Finally, make daily “news consumption” from multiple sources part of your regular routine. A few suggested sources include: NYTimes (paper & .com), Dallas Morning News (DallasNews.com), CNN (& .com), local daily newscast (Fox 4, NBC 5, WFAA, CBS 11), news blogs from a variety of perspectives, etc. Make it a HABIT to KNOW what’s going on.

**Evaluation Procedures**
Class evaluations will be conducted based upon performance during a variety of classroom and “homework” assignments, including (but not limited to): papers, news stories and packages, class participation, weekly current events quizzes, AP STYLEBOOK quizzes and exams.

**Grading Scale**
- A=90-100
- B=89-80
- C=79-70
- D=69-60
- F=59 and below

**Exams and Assignments**
There will be in-class and weekly news production assignments given during most (if not every) class sessions. These class assignments will involve and allow students to practice strong journalistic techniques and skills, including, but not limited to interviewing, lead generating, writing, etc. In addition, there will be a written final exam administered during the scheduled final exam session for the course.

**Attendance Policy**
In order to be successful, students must attend and participate in enrolled courses. You wouldn’t expect to do well if you never show up for your job. The
same is true here. Again, for the purposes of this class, you are a working
journalist in training. You will learn by doing. Your consistent attendance is the
only way to ensure you get the most out of this course. PARTICIPATION WILL
BE PART OF YOUR GRADE.

| Classroom Policies: | Cell phones, PDAs, and digital recorders are invaluable news collection tools. You should use them whenever necessary to tell a story or to complete assignments as indicated by the instructor. HOWEVER, this does NOT extend to structured “in-class” discussion/instructional times. Texting during class meetings is not allowed. If you anticipate the need to take an URGENT and/or class-related phone-call, please make sure your phone is on silent, leave the room quietly when the call comes in and return to the classroom promptly. We have a brief period of class-time throughout the semester; please use it to best advantage.

Food/Drink: In general, not allowed. Bottled/resealable drinks are fine, but “lunch” should be taken care of outside of class. “Subway” cups are too easy to spill. “Enough for everyone” quickly becomes prohibitively expensive. In all seriousness, you’ll be working with computers and other equipment that can be damaged by “spillage”, greasy hands, crumbs, etc.

Computers/“Surfing”: Computers are fine for note-taking. However, non-class related “surfing” (i.e., Facebook, Twitter, email, etc.) is NOT allowed. It is a distraction to you AND your class-mates. I will walk around to check. If you are not using your computer for a specific class-appropriate purpose, you will be asked to turn it off/put it away.

In the interest of academic integrity and fostering an environment conducive to learning and good journalism, standards for open discussion and common courtesy will be enforced at all times. These include (but are not limited to):

- Take turns in the discussion
- Keep “side-bar” conversations to a minimum
- Respect the speaker whether or not you agree with them
- Remember that our discussions for the purposes of this class will be focused on evaluating the NEWS COVERAGE of a wide variety of topics/events. Evaluate the coverage NOT any perceived politics.

| Course Drop Date | Last day to drop WITHOUT a “W”: February 4
| Last day to drop with a “W”: APRIL 17
| Academic Progress | Students are encouraged to discuss academic goals and degree completion with their instructors. Specific advising is available throughout the semester. Check Step 6 - Advisement and Registration at www.richlandcollege.edu/admissions/process.php for more details.
| Institution Policies | For a listing of Institution Policies students should be aware of, refer students to the Richland to: www.richlandcollege.edu/syllabipolicies
| Syllabus Change | The instructor reserves the right to amend a syllabus as necessary. |