

COM 112: Media Writing

Shippensburg University, Fall 2017

Sec. 1 (COM 112-01): Tuesdays and Thursdays, 9:30-10:45 a.m., Rowland 202

Sec. 2 (COM 112-02): Tuesdays and Thursdays, 11 a.m.-12:15 p.m. Rowland 202

<p>Professor: Kyle Heim, Ph.D. Office: Rowland Hall 123 Office hours: Tue. & Thurs., 2 – 3 p.m. Wed., Noon – 3 p.m. or by appointment</p>	<p>Professor's email: krheim@ship.edu Office phone: (717) 477-1152 Course website: http://d2l.ship.edu LaunchPad site: http://www.macmillanhighered.com/launchpadsolo/journalism/6086710</p>
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Course description

COM 112 is designed to teach you the building blocks of effective writing. The course will focus on the fundamentals: grammar, mechanics and spelling. COM 112 also provides an introduction to writing techniques used by the mass media, including techniques for newspapers, radio and television, public relations and the Web. **NOTE:** Students must score at least 70 percent on the proficiency exam **AND** earn a grade of C or better in COM 112 in order to move forward in the COM major or minor.

Course objectives

The student who successfully completes this course will be able to:

- develop an understanding of the Communication/Journalism Department's professional emphases and how these emphases relate to the fields of print, online and broadcast journalism and public relations;
- understand and learn how to determine news values and audiences;
- learn principles of journalism ethics as related to interviewing sources, attribution, evaluation of source and research material, proper word usage, and avoiding fact errors, and apply these in their own writing;
- work independently to construct content for various mass-media outlets (print, web, radio, TV and public relations), including effective headlines, leads, news articles and scripts, web story package "maps," news releases and letters;
- gather, analyze and synthesize information from various sources for presentation in news/web/broadcast stories;
- develop and use correct grammar, spelling and general writing skills, and learn to write actively and more concisely;
- learn copy-editing symbols and basic editing and revision techniques.

REQUIRED texts

- *Writing for the Mass Media* (9th edition, 2016). James G. Stovall.
- *Working With Words: A Handbook for Media Writers and Editors w/LaunchPad Solo* (9th edition, 2017). Brian S. Brooks, James L. Pinson & Jean Gaddy Wilson. NOTE: Make sure to purchase the latest (9th) edition with LaunchPad.

Recommended text:

- *The Associated Press Stylebook (2017)*

Professional values and competencies for C/J majors & minors

The Communication/Journalism Department faculty sets the goal of developing within each student the following core professional values and competencies as defined by the Accrediting Council for Education in Journalism and Mass Communication (ACEJMC). ACEJMC requires that, irrespective of their particular specialization, all graduates should be aware of certain core values and competencies and be able to (competencies addressed in this course are in **bold**):

1. understand and apply the principles and laws of freedom of speech and press for the country in which the institution that invites ACEJMC is located, as well as receive instruction in and understand the range of systems of freedom of expression around the world, including the right to dissent, to monitor and criticize power, and to assemble and petition for redress of grievances;

2. demonstrate an understanding of the history and role of professionals and institutions in shaping communications;

3. demonstrate an understanding of gender, race, ethnicity, sexual orientation and, as appropriate, other forms of diversity in domestic society in relation to mass communications;

4. demonstrate an understanding of the diversity of peoples and cultures and of the significance and impact of mass communications in a global society;

5. understand concepts and apply theories in the use and presentation of images and information;

6. demonstrate an understanding of professional ethical principles and work ethically in pursuit of truth, accuracy, fairness and diversity;

7. think critically, creatively and independently;

8. conduct research and evaluate information by methods appropriate to the communications professions in which they work;

9. write correctly and clearly in forms and styles appropriate for the communications professions, audiences and purposes they serve;

10. critically evaluate their own work and that of others for accuracy and fairness, clarity, appropriate style and grammatical correctness;

11. apply basic numerical and statistical concepts;

12. apply tools and technologies appropriate for the communications professions in which they work.

Attendance and missed/late work policy:

- **Attendance for this course is mandatory**, and students are expected to arrive on time and prepared each day. **You are permitted two unexcused absences without penalty to your attendance grade.** Note: Your absence does not excuse you from turning in assignments on time. If you plan to take a “free” absence, please make sure you turn in assignments **before** the date of absence to receive credit. **Students who accumulate more than two unexcused absences will have their final grade for the course lowered by half a letter grade (e.g., a B+ becomes a B). Shippensburg University does not use grades of C- or D+, so if your final course grade is a C, but you had more than two unexcused absences, your final course grade will be lowered to a D, which is not a passing grade.**
- Absences may be excused if you have a signed doctor’s note or official notification from the Dean’s Office, Athletic Department or other SU office/department. If you need to miss class because of a family emergency, funeral or extended illness, contact the Dean’s Office immediately so that all of your professors will be notified. Contacting the Dean’s Office does NOT automatically warrant an excused absence. You are still responsible for material that is covered in class.
- Tardiness is rude and disruptive. Make every effort to be on time so as not to miss anything or disrupt the class. **If you miss a quiz or other assignment because you are late to class, it cannot be made up.** Frequent tardies will count as unexcused absences.
- Homework or class work cannot be made up if your absence is unexcused. Missed work will receive a grade of 0. If you’re going to miss class for an unexcused reason, it is your responsibility to submit

or email any homework **before** the start of class. **Quizzes and exams missed because of an unexcused absence will earn a 0 and cannot be made up.** Late work will not be accepted.

- If your absence is excused, you are permitted to make up the assignment **if you contact the instructor in advance to confirm the excused absence and any assignments you must complete,** but the work is due **by the next class** you are able to attend. Quizzes or exams will be made up in office hours during a time that suits the student and instructor.

Classroom etiquette policy

- Be on time. Be prepared. Be engaged.
- Inappropriate, rude or disrespectful language or behavior will not be tolerated. This includes (but is not limited to) talking or not paying attention during a lecture; using inappropriate language; being disrespectful to your instructor or classmates; texting/tweeting/snapping, listening to music or using your cell phone during class; looking at unrelated websites during class; sleeping; and tardiness.
- **Use of cell phones in the classroom is not permitted.**
- All email correspondence must be courteous and professional. **Please include a specific subject line and mention that the email is regarding Media Writing.** Use correct spelling, grammar and punctuation in your emails.
- Emails will be answered as quickly as possible, but please do not email me at the last minute or late at night and expect an immediate response. **Please allow up to 24 hours for a response or up to 48 hours on a weekend.** I'm happy to answer a question, but please check the syllabus and our course schedule first to see if it can be answered there first.

Pretest and tutoring sessions

During the first week of class, students will take a pretest in class on D2L to evaluate their proficiency in grammar, punctuation and spelling. The pretest is designed to identify deficiencies in language skills so students can get extra tutoring. Pretest scores will NOT count toward your course grade, but they will determine how many tutoring sessions must be completed at the Writing Studio during the semester.

Students who score 69 percent or lower on the pretest must attend a minimum of eight tutoring sessions. Students who score 70 percent to 75 percent on the pretest must attend a minimum of four tutoring sessions. The tutoring sessions will be tailored to students' areas of weakness. Students who score 76 percent or better on the pretest are not required to attend tutoring sessions.

All mandatory tutoring sessions must be completed by Thursday, Dec. 7. Students requiring eight sessions must complete at least five of them by Wednesday, Oct. 11. Student requiring four sessions must complete at least three of them by Wednesday, Oct. 11. Tutoring sessions must be at least 30 minutes in length and must be formally documented by the tutor in order to count. Sessions will be formally documented by a Writing Session Feedback Form completed by the tutor at the end of each session. **It is the student's responsibility to request that the Writing Session Feedback Form be emailed to the student for record-keeping purposes.** Students are ultimately responsible for counting the number of sessions and providing documentation upon request by the instructor.

The staff and tutors at the Writing Studio will evaluate student progress and report that progress to the course instructor. **Students who fail to complete their mandatory tutoring sessions by the final deadline will have their final grade for the course lowered by a half letter grade. For example, a B- would be lowered to a C+. Shippensburg University does not use C- or D+ grades, so a final course grade of C would be lowered to a D. Students who fail to complete their mandatory tutoring sessions by the midterm deadline will lose participation points.** Avoid waiting until the last few weeks of classes to schedule your tutoring sessions as the Writing Studio gets very busy during this time.

Proficiency exam

A requirement of the Communication/Journalism Department is that students pass a proficiency examination **AND** achieve a grade of C or better in COM 112 in order to proceed in the major or minor. The proficiency exam covers spelling, grammar, punctuation, active and concise writing, and mechanics. **Students MUST pass the proficiency exam with a score of 70 percent or better in order to pass COM 112 (but passing the proficiency exam does not guarantee that you will pass the course). The proficiency exam counts as 50 percent of the final grade in COM 112.**

Students are given two opportunities to take and pass the exam: at midterm (on Thursday, Oct. 12), and during final-exam week. There is no additional final exam for this course. If you take the proficiency exam both times, the higher of the two scores will count toward your course grade. **IMPORTANT: Even if a student achieves a passing grade in the coursework, if he or she does not pass the proficiency exam, the course must be repeated and the student will earn a D for the course.**

Assignment guidelines

- All assignments must be turned in on time to receive credit. Late work will not be accepted, except in the case of an excused absence (see Attendance and Missed/Late Work Policy above). Deadlines are critical in any media profession, and missed or late work is unacceptable in this course. Assignments must be completed, printed and ready to turn in at the start of class on their assigned due dates.
- Students who are going to miss class should email their homework to the instructor **before** the start of class to receive credit. Attach the work in Microsoft Word format (***.doc or *.docx file**). Please note that if you miss class for an unexcused reason, you **CANNOT** make up any in-class assignments or quizzes. Even in the event of an excused absence, it is the **student's** responsibility to contact the instructor or a classmate about assignments. **Do not rely solely on the syllabus as assignments are subject to change at any time.** Always check your email and D2L for updates.
- All assignments must be TYPED, PRINTED and STAPLED, except for exercises from the *Working With Words* workbook, which may be handwritten. Spelling, grammar and punctuation **always** count.
- Please include your name, course number, date and assignment name in the top left corner of the first page of each assignment.
- All work for this class must be original and your own, not a collaboration with friends or classmates. When you gather information from a website or other source, make sure you cite each source properly.
- Students are required to check D2L and their email frequently for assignments, announcements and course updates.

Participation

Your participation in this class is vital. The best way to succeed is to read each assigned chapter, take notes as you read, and complete all assigned exercises and writing assignments to the best of your ability. Participation is sharing appropriate, relevant ideas in a way that is not disruptive. It's about listening to other people's ideas and respecting them, even if they differ from your own. It's about being prepared, engaged and ready to learn. It's about putting forth an effort and having a good attitude.

Participation counts for 10 percent of your course grade and will be based on the following rubric:

Grade	Criteria
F	<ul style="list-style-type: none"> • Regularly absent (3 or more unexcused absences). • Does not participate when present. Does not pay attention, is usually unprepared, or is disruptive or rude. • Does not demonstrate even a basic understanding of the material.
D	<ul style="list-style-type: none"> • Present but not disruptive. • Tries to respond when called on but does not offer much. May or may not have even basic grasp of material. • Demonstrates very infrequent involvement in discussion. • May occasionally fail to conduct him/herself in a courteous, professional manner.
C	<ul style="list-style-type: none"> • Demonstrates adequate preparation: knows some basic facts/ideas, but does not show evidence of trying to interpret or analyze them. • Offers straightforward information (e.g., straight from the case or reading) without elaboration, or very infrequently. • Does not offer to contribute to discussion, but contributes to a moderate degree when called on. • Demonstrates sporadic involvement. • Conducts him/herself in a courteous, professional manner.
B	<ul style="list-style-type: none"> • Demonstrates good preparation: knows material well and has thought about it critically. • Offers interpretations and analysis of case material (more than just facts) to class. • Contributes well to discussion in an ongoing way: responds to other students' points, thinks through own points, questions others in a constructive way, offers and supports suggestions that may be counter to the majority opinion. • Demonstrates consistent ongoing involvement. • Conducts him/herself in a courteous, professional manner.
A	<ul style="list-style-type: none"> • Demonstrates excellent preparation: has analyzed case exceptionally well, relating it to readings and other material (e.g., readings, course material, discussions, experiences, writing assignments, etc.). • Offers analysis, synthesis, and evaluation of case material (e.g., puts together pieces of the discussion to develop new approaches that take the class further). • Contributes in a very significant way to ongoing discussion: keeps analysis focused, responds very thoughtfully to other students' comments, contributes to the cooperative argument-building, suggests alternative ways of approaching material and helps class analyze which approaches are appropriate, etc. • Demonstrates ongoing very active involvement. • Conducts him/herself in a courteous, professional manner.

Grading and evaluation

I am the instructor of record for this class. The final grade for this course will be determined by the evaluation of the proficiency exam; in-class and out-of-class assignments and quizzes; and participation. The final average will then be converted into a letter grade as used by Shippensburg University.

Proficiency Exam = 50% of final course grade

Homework, In-Class Work & Quizzes = 40% of final course grade

Participation = 10% of final course grade

Grading procedures: Student performance on exams and quizzes, and the quality of completed homework and writing assignments is the basis for grading, along with class participation. For the first half of the semester, most homework will consist of grammar exercises from the textbooks and online. Homework will be graded, so it is important that you do your work completely and correctly each time. The second half of the semester's homework will be written work, including print and broadcast news stories and news releases. These assignments will earn a letter grade according to the following description of scores. For writing assignments, the readability and overall quality of the assignment will be assessed first. Edit and proofread your work carefully.

Description of scores (for writing assignments):

A/A- = Superior work that is publishable or usable as is. *It has no spelling, grammar, punctuation or style errors.* It shows a superior command of facts, news judgment, organization and writing. News judgment includes an engaging, effective lead and selection of newsworthy facts and quotes.

Organization includes items such as order of information, transitions, readability and following the proper format, such as inverted pyramid.

B+/B/B- = Could be published with some revision. Reflects good news judgment, organization and writing but contains some minor errors.

C+/C = Average work. Not a story or press release that someone would stop and read unless he or she had to. Basic organizational, news judgment and/or writing problems. May omit an important fact or story element.

D = Poor work. Lacks fundamental news judgment and/or writing skills. May contain a fact error or major spelling or grammatical errors. Omits two or more important facts or story elements. Contains major problems in organization or language usage. Fails to meet basic writing and/or journalistic standards. Needs substantial editing, rewriting and/or reorganization.

F = Unacceptable work. This includes work that misses a deadline; is incomplete; is inaccurate; contains fabricated/plagiarized elements; does not follow directions; contains a major fact error, such as a misspelled name, misquote, or unattributed material or quotes. May also include work that has so many errors of grammar, spelling, punctuation or style, it is difficult to read and understand.

Final grades are awarded on the following **percentage-based** scale:

93.0% and above = A

90.0% to 92.9% = A-

87.0% to 89.9% = B+

83.0% to 86.9% = B

80.0% to 82.9% = B-

75.0% to 79.9% = C+

70.0% to 74.9% = C

60.0% to 69.9% = D

59.9% and below = F

Students who fail to complete their required tutoring sessions by the deadline will have their final grade lowered by a half letter grade. In addition, students who had more than two unexcused absences during the semester will have their final grade lowered by a half letter grade.

Academic dishonesty policy

Plagiarism and cheating will not be tolerated in this course and will be handled according to the University's Academic Dishonesty Policy found on Pages 38-40 of the 2015-2017 Shippensburg University Undergraduate Catalog (<http://www.ship.edu/catalog>). *All instances of academic dishonesty will be reported to the department, Dean's Office and Office of Student Affairs.* Penalties for violation of the AD Policy include grade reduction, assignment of a failing grade for the course, suspension and expulsion from the University.

Americans With Disabilities Act (ADA) statement

Students with disabilities are not required by law to identify themselves to SU and the Office of Disability Services; however, if a student desires accommodations, he or she is obligated to complete the necessary forms and provide disability documentation at the time other requests are made. It is the policy of Shippensburg University to accommodate students with disabilities, pursuant to federal law, state law, and the University's commitment to equal education opportunities. Students with disabilities are encouraged to contact the Office of Disability Services at the *beginning* of the term (120 Horton Hall; 717-477-1329).

Commitment to a safe learning environment

Shippensburg University faculty support a safe campus environment for all. No one on this campus has the right to threaten you or make you feel intimidated in any way. More specifically, unwanted advances, harassment, aggressive or violent behavior, and sexual assault will not be tolerated. A comprehensive list of reporting options and support services, including confidential resources, can be found at http://www.ship.edu/no_more/.

Shippensburg University and its faculty are committed to assuring a safe and productive educational environment for all students. In order to meet this commitment and to comply with Title IX of the Education Amendments of 1972 and guidance from the Office for Civil Rights, the University requires faculty members to report incidents of sexual violence shared by students to the University's Title IX Coordinator. The only exceptions to the faculty member's reporting obligation are when incidents of sexual violence are communicated by a student during a classroom discussion, in a writing assignment for a class, or as part of a University-approved research project. Faculty members are obligated to report allegations of sexual violence or any other abuse of a student who was, or is, a child (a person under 18 years of age) when the abuse allegedly occurred. Such reporting must be made to the Shippensburg University Police at 477-1444, the Department of Human Services (DHS) at 800-932-0313, and the University's Office of the Vice President of Student Affairs at 477-1308. Information regarding the reporting of sexual violence and the resources that are available to victims of sexual violence can be found at: www.ship.edu/No_More/Sexual_Misconduct/Sexual_Misconduct_Information/

Learning Center/Writing Studio resources

If you feel you need extra help to improve your academic performance in this course or any of your other courses, please consider making an appointment with a tutor or learning specialist in the Learning Center's Writing Studio. The Writing Studio is located on the main level of Lehman Library (717-477-1420). **If you're struggling with any portion of this course, please let me know as soon as possible so that we can work together to improve your understanding and performance.** NOTE: Some students may be required to attend tutoring sessions at the Writing Studio throughout the duration of this course. See the section about the pretest for more information.

IMPORTANT NOTES ABOUT COM 112

- Students who score lower than 70 percent on the first proficiency exam *must* take the exam again during final-exam week.
- Students who score 70 percent or higher on the first proficiency exam *may* take the exam again during final-exam week if they wish, but they are not required to do so. There is no other final exam for this course.
- The *higher* of the two proficiency exam scores will be counted, even if you score higher on the first exam than on the second.
- COM majors must pass both COM 111 and COM 112 with a C or better before taking any courses in their professional emphasis.
- You must score at least a 70 percent on the proficiency exam **AND** earn a C or better in COM to move forward in the COM major or minor. If both requirements are not met, you will automatically be dropped from the next semester's COM courses (except 111) and must repeat 112 until you do pass it.
- Per department policy, if you pass the coursework in 112 but fail the proficiency exam (69 percent or lower), you will be assigned a D for the course and must repeat it if you wish to move forward in the major or minor.
- Not all grades will be weighted the same way in this course. Weighting cannot be accurately applied until all participation, assignment, quiz and exam grades have been calculated. The grade book on D2L will show you only your scores and which assignments you've completed and/or missed; it will not accurately display your final grade until all grades have been weighted at the end of the semester. **If you have any questions about your grades, please come to my office during office hours to discuss it privately.**
- Visit our course site on D2L daily to be kept informed of any announcements, schedule changes and updates to the grade book.
- Some class sessions may be held online. Students are responsible for checking email regularly for online class instructions.
- When graded work is returned to you, review it carefully and take note of my comments and feedback. It's OK to make mistakes—learn from them and avoid repeating them.
- Keep all of your notes and assignments for the semester—don't throw anything away until the end of the term. First, this work will be helpful for you to review for the proficiency exam. Second, if there is a discrepancy in the grade book, I'll need to see the original assignment before I revise it.
- **Staple all work that is more than one page.** Do not use paper clips or fold the edges of the papers.
- Spelling, grammar, and punctuation always count.
- Come to office hours. I want to help you understand the course material, and it's often easier to do this one on one. The Writing Studio may be a big help, as well.

Tentative Course Schedule

The timeline for this course will need to be adjusted for severe weather events or other unforeseen circumstances. Changes will be announced in class and via email or D2L. **All reading and homework must be completed by the date on which it is listed.**

NOTE: “Workbook” refers to the Working With Words Exercise Book, which can be accessed online at the course Launchpad site (<http://www.macmillanhighered.com/launchpadsolo/journalism/6086710>). The workbook pages are pdf files. Print out the pages and then write your answers directly on the pages.

Tue. 8/29 – Introduction to the course

Thurs. 8/31 – PROFICIENCY PRETEST IN CLASS

Read: <http://www.englishchick.com/grammar/grrem.htm> (Grammar Basics), <http://theoatmeal.com/comics/misspelling> (10 Words You Need to Stop Misspelling) and <https://www.thoughtco.com/commonly-misspelled-words-in-english-1692761> (The 201 Most Commonly Misspelled Words in English)

Take pretest on D2L in class

Course contracts due in class

Tue. 9/5 – Review pretest and tutoring requirement; Writing and grammar basics

Read: Working With Words, Introduction for Students and Chapter 1 (The Basics of Writing for Journalism); Stovall, Chapters 1 (Sit Down and Write) and 2 (Basic Tools of Writing) Spelling A-D Review

Thurs. 9/7 – Writing and grammar basics

Read: Working With Words, Chapters 6 (Grammar Basics) and 7 (Phrases, Clauses and Sentences)

Homework DUE: Workbook, Chapter 7, page 34 only (#1-7 only)

Tue. 9/12 – Writing and grammar basics

Read: Working With Words, Chapter 8 (Subjects and Objects)

Homework DUE: Stovall, Exercise #2.6, #1-10 (page 27); Workbook, Chapter 7, pages 37 and 38 only

Thurs. 9/14 – Pronouns and agreement

Read: Working With Words, Chapter 10 (Making the Parts Agree)

QUIZ 1 IN CLASS (covering parts of speech, parts of a sentence, problem sentences, phrases and clauses, spelling words A-D)

Tue. 9/19 – Pronouns and agreement

Homework DUE: Workbook, Chapter 8, pages 45, 46 and 47 only; Chapter 10, pages 68 and 69 only

Spelling E-H review

Thurs. 9/21 – Punctuation (Commas, quotation marks)

Read: Working With Words, Chapter 15 (Punctuation)

QUIZ 2 IN CLASS (covering pronouns, agreement, spelling words E-H)

Tue. 9/26 – Punctuation (Colons, semicolons, hyphens)

Homework DUE: Commas/quotation exercises (handouts)

Spelling I-M review

Thurs. 9/28 – Active and passive sentences

Read: Working With Words, pages 177-180 (Active voice versus passive voice)

QUIZ 3 IN CLASS (covering commas, quotation marks, colons, semicolons, hyphens, spelling words I-M)

Tue. 10/3 – Active and passive sentences, word usage

Homework DUE: Active and passive sentences worksheet; Workbook, Chapter 13, pages 87, 88 and 89 only

Spelling N-Z review

Thurs. 10/5 – Writing concisely

Read: Working With Words, Chapter 2 (Tight Writing: Less Is More)

QUIZ 4 IN CLASS (covering active and passive sentences, word usage, spelling words N-Z)

NOTE: Midterm tutoring requirement (at least 5 sessions for those who are required to attend 8 sessions during the semester, or at least 3 sessions for those who are required to attend 4 sessions during the semester) must be fulfilled by Wednesday, Oct. 11. Failure to complete this midterm requirement will lead to a loss of participation points.

Tue. 10/10 – In-class review for Midterm Proficiency Exam

Thurs. 10/12 – MIDTERM PROFICIENCY EXAM IN CLASS

Tue. 10/17 – NO CLASS (Fall break)

Thurs. 10/19 – Review proficiency exam; Writing for print and Web journalism

Read: Stovall, Chapter 4 (Writing in the Media Environment)

Homework DUE: News analysis assignment

Tue. 10/24 – Writing for print and Web journalism

Read: Stovall, Chapters 5 (Basic News Writing) and 6 (Writing for Print Journalism)

Thurs. 10/26 – Writing for print and Web journalism

Read: Working With Words, Chapter 3 (Writing News That's Fit for Print); Stovall, Chapter 7 (Writing for the Web)

Homework DUE: Stovall, Exercise #5.6 (pages 90-91) and Exercise #5.9 (pages 92-93)

Tue. 10/31 – Copy editing

Read: Review copy-editing symbols

Homework DUE: Workbook, Practice: Copy-Editing Symbols, pages 2 and 3

Thurs. 11/2 – Writing for broadcast journalism

Read: Stovall, Chapter 8 (Writing for Broadcast Journalism)

Homework DUE: Inverted pyramid story due at start of class

Tue. 11/7 – Writing for broadcast journalism; Radio and TV script assignment guidelines

Read: Working With Words, Chapter 4 (Writing News for Radio and Television)

Homework DUE: Stovall, Exercise #8.1 (page 165)

Thurs. 11/9 – Writing for broadcast journalism; radio scripts

Tue. 11/14 – Radio recording

Homework DUE: Radio scripts due at start of class

Thurs. 11/16 – TV scripts

Homework DUE: TV scripts due at start of class

Write TV scripts in Inception (peer review activity)

Tue. 11/21 – Public relations

Read: Stovall, Chapter 11 (Writing for Public Relations)

Thurs. 11/23 – NO CLASS (Thanksgiving)

Tue. 11/28 – TV recording

Meet at TV studio in Grove Hall (date tentative)

Thurs. 11/30 – Public relations

Homework DUE: Stovall, Exercise #11.1 (page 248 – story to be announced)

NOTE: Final tutoring requirement must be fulfilled by Thursday, Dec. 7. Failure to complete this requirement will result in lowering your final course grade by a half letter grade. Ship does not use grades of C- or D+, so if your final course grade is a C, but you failed to complete the required tutoring sessions, your grade will be lowered to a D, which is not a passing grade.

Tue. 12/5 – Course wrap-up; Review for proficiency exam

Thurs. 12/7 – Course wrap-up; Review for proficiency exam

Week of 12/11-12/15 – FINAL PROFICIENCY EXAM (Date and time to be announced)

The final proficiency exam will be administered during our final-exam period for those who did not pass the first proficiency exam and for those who would like to take it again to try to improve their scores.