HU3621 Introduction to Journalism

Room: 108 Walker
Time: 12:35-1:35 p.m. TTh; plus two hours of lab by arrangement
Semester: Fall 2002

Instructor: Associate Prof. Craig Waddell
Office: Room 342 Walker
Office Hours: 2-3 p.m. TTh; other times by appointment
Phone: 487-3261 (office); 482-1636 (home)
E-mail: cwaddell@mtu.edu
Class List: journalism-l@mtu.edu (Replies to messages to this list are posted only to the message originator.)

Required Texts


For additional, on-line resources, please click on Links of the Michigan Tech Online Lode at http://www.mtulode.com/

Course Description

This course provides an introduction to the history and practice of journalism, including critical analysis of journalistic coverage, journalistic style and editing, and legal and ethical issues in journalism.

The two hours of class time each week will be spent discussing assigned readings, viewing and discussing videos about journalism, and completing various journalism exercises. The course also includes a laboratory section: serving as an apprentice writer on the Michigan Tech Lode.
**Michigan Tech Lode Apprentice Positions**

Students who are prepared to make a long-term commitment to the *Lode* may apply for fulltime staff positions. However, students who are more tentative about their commitment should apply for apprentice positions. Students in HU3621 Introduction to Journalism who are not already members of the *Lode* staff will initially be hired in apprentice positions.

Apprentice positions (for writers, photographers, and cartoonists) allow students to contribute to and become familiar with the *Lode* without (yet) making a long-term commitment to the paper. A student may remain an apprentice for any length of time.

Apprentices are not assigned to a particular section and are not required to attend staff meetings. However, providing the appropriate editor advance notice of what they are working on and when they will submit it will greatly enhance an apprentices' publication prospects.

Apprentices must complete a *Lode* application form in order to be added to the *Lode*'s payroll. Students who have not previously been employed by Michigan Tech will need to complete some additional paperwork with Beth Krenek, the Student Organizations' secretary. Among other things, she will need to see the applicant's Social Security card and driver's license.

Apprentices may submit work to the appropriate *Lode* editor via e-mail as a Word attachment. They will be paid a maximum of $5 for any work (article, photograph, cartoon) accepted for publication in the *Lode*. Publication and compensation decisions will be made by the appropriate editor.

Should apprentices decide that they would like to make a long-term commitment to the *Lode*, they may apply to the appropriate editor for regular staff positions.

**Sequence of Assignments**

During the first 5 weeks, you will submit work to me (stories 1 & 2), but you are not required to submit this work to the *Lode* (although you may if you wish). During the second 5 weeks, you will work on non-breaking stories (stories 3-5) and submit them to the appropriate section of the *Lode* as well as to me. This will provide more time to develop your stories. During the final 5 weeks, you will work on either breaking or non-breaking stories (stories 6-8) and submit them to the appropriate section of the *Lode* as well as to me.

In an attempt to distribute submission of your stories over the four main sections of the *Lode*, the class will be divided into three groups, and assignments will be distributed as follows:

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<th>Group 1</th>
<th>Group 2</th>
<th>Group 3</th>
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<td>Story 2</td>
<td>News</td>
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<td>Story 3</td>
<td>Features</td>
<td>Sports</td>
<td>Op-ed</td>
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<tr>
<td>Story 4</td>
<td>Sports</td>
<td>Features</td>
<td>News</td>
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General length guidelines are as follows: News, Sports, Features, and Op-ed: 300-700 words; In-Depth: 700-1000 words.

The Lode is published every Wednesday, and the deadline for articles is usually noon the previous Monday (this may vary with some editors). Submit your work to the appropriate Lode editor via e-mail as a Word attachment. Be sure to include your byline within the text of your attachment. For course evaluation, submit a double-spaced hard copy of your work to me the following day (Tuesday).

The section editors are as follows:

Editorial (including op-ed pieces): Andrew Donos <ardobos@mtu.edu>

News: Brita VandeHei <bavandeh@mtu.edu> and Emily Fossum <ecfossum@mtu.edu>

Sports: Eric Habermas <ejhaberm@mtu.edu>

Features/Vitality: Amanda McMahon <ammcmaho@mtu.edu>

The Lode's editor in chief is Andrew Donos <ardobos@mtu.edu>; and the Lode's business manager—who makes sure that you get paid—is Lisa Hoernlein <ljhoernl@mtu.edu>.

The Michigan Tech Writing Center

Michigan Tech has an excellent Writing Center, which is located in Walker 107. I encourage you to schedule, regular weekly appointments with a writing coach. Establish a schedule early in the semester, because appointed times (as opposed to drop-in times) tend to get booked quickly. For more information, call 487-2007 or check the Center's Web page at www.hu.mtu.edu/wcl.

Course Portfolios

Please keep a portfolio of all of the work you have completed for the course: the hard copies of your articles as I've marked and returned them to you, and copies of everything you have had published in the Lode. You may need these portfolios later in the semester.
Attendance Policy

"Ninety percent of success is just showing up." Woody Allen

Unexcused absences from more than 10 percent of the regularly scheduled classes can be grounds for failing this course. Excused absences include a medical excuse signed by your physician or a personal emergency authorized in writing by the Dean of Students. For a more detailed description of what constitutes an excused absence, see the below excerpt from the Michigan Tech Student Handbook:

"Students are expected to attend all classes, including recitation and laboratory sessions, beginning on the first day of regular instruction as stated in the University academic calendar. This date can be found in the Undergraduate Catalog and in the Time Schedule Booklets.

Students having excused absences are permitted to make up graded work. Whenever possible, students should contact the instructor prior to the absence and arrange a mutually acceptable make-up procedure. Otherwise, the students should account for the absence at the first opportunity.

Students who are unable to notify instructors concerning their absence from class or who must notify several instructors on short notice should contact the Office of Student Affairs for assistance.

An absence is excused under the following conditions:

1. A student is participating in off-campus, University-sponsored activities, such as field trips, fine arts performances, intercollegiate athletics, judging teams, etc. The faculty or staff members supervising the off-campus activity will send a notice via e-mail to all academic departments and the Office of Student Affairs before the activity takes place. The notice will include the name and date of the activity, the name of the supervising person, and a list of all participating students.

2. The instructor is assured that a student's absence from class was due to circumstances beyond the student's control. The student must provide verification of the special circumstance if the instructor requests it.

3. Excuses are usually given in the following circumstances: illness, funeral of any relative or close friend, military duty, court appearance, and personal emergencies.

4. The instructor deems it excusable. Some examples might include professional and graduate school interviews, plant trips, job interviews requiring travel, and professional society meetings."
Late Assignments

I won’t accept any assignment that’s more than two days late. There’s no penalty for one late assignments (as long as it’s not more than two days late); subsequent late assignments, however, will be lowered by one part of a letter grade (e.g., from a BC to a C).

Evaluation

Your final grade will be determined approximately as follows:

70% Your 8 stories
15% Quizzes
15% Class participation (and possibly exercises and/or quizzes)

Format of Papers

Your work should be word processed and printed on 8.5" x 11" white paper in a 12-point font with one-inch margins on all four sides. Put your name in the upper right corner of the first page, skip one line (i.e., single space) and put the course title (Introduction to Journalism); skip another line, and put the date; skip one more line and put your title (centered), then skip two lines and begin your double-spaced essay. Number your pages, and staple your papers in the upper left corner. Include at the top of each assignment the assignment number (1-9) and the section for which its intended (news, sport, features, or editorial).

Academic Dishonesty (from the Michigan Tech Student Handbook)

"Academic integrity and honesty are central to a student's education. Ethical conduct in an academic context will be carried forward into a student's professional career. Academic honesty is essential to a community of scholars searching for and learning to seek the truth. Anything less than total commitment to honesty undermines the efforts of the entire academic community. Both students and faculty are responsible for insuring the academic integrity of the University.

In their academic work, students are expected to maintain personal academic integrity; treat all academic exercises as work to be conducted privately, unless otherwise instructed; ask faculty to clarify any aspects of permissible or expected cooperation on any assignment; and report any cheating activity.

Definitions of academic dishonesty, including plagiarism, cheating, fabrication, and facilitating academic dishonesty, can be found in the Academic Integrity Policy [see below]. Copies of the policy can be obtained from the Office of Student Affairs and chairs of academic departments.
Students found guilty of academic dishonesty can receive a sanction ranging from academic integrity warning to expulsion. Please refer to Student Rights and Responsibilities in the University Community or the Academic Integrity Policy for more information.

**Definitions of Academic Dishonesty** (from the Michigan Tech Academic Integrity Policy)

"**A. Plagiarism**: Knowingly copying another's work or ideas and calling them one's own or not giving proper credit or citation. This includes reading or hearing another's work or ideas and using them as one's own; quoting, paraphrasing, or condensing another's work without giving proper credit; purchasing or receiving another's work and using, handling, or submitting it as one's own work.

**B. Cheating**: Intentional, unauthorized use of any study aids, equipment, or another's work during an academic exercise. This includes unauthorized use of notes, study aids, electronic or other equipment during an examination; copying or looking at another individual's examination; taking or passing information to another individual during an examination; taking an examination for another individual; allowing another individual to take one's examination; stealing examinations. All graded academic exercises are expected to be performed on an individual basis unless otherwise stated by the instructor.

**C. Fabrication**: Intentional and/or unauthorized falsification or invention of any information or citation during an academic exercise. This includes changing or adding an answer on an examination and resubmitting it to change the grade; inventing data for a laboratory exercise or report.

**D. Facilitating Academic Dishonesty**: Knowingly allowing or helping another individual to plagiarize, cheat, or fabricate information."

**The Americans with Disabilities Act**

MTU complies with all federal and state laws and regulations regarding discrimination, including the Americans with Disabilities Act of 1990 (ADA). If you have a disability and need a reasonable accommodation for equal access to education or services at MTU, please call Dr. Gloria Melton, Associate Dean of Students (7-2212). For other concerns about discrimination, you may contact your advisor, your department head, or the Affirmative Action Office (7-3310).
Schedule of Assignments and Class Activities

Dates indicate when reading and writing assignments are due, not when they are given. Reading assignments are in Introduction to Journalism (IJ) and News Reporting and Writing (NRW). The Associated Press Stylebook is for reference. Please bring to class each day the book we are currently reading.

Week 1:
TU: Overview of course and syllabus; self-introductions; brainstorm for story ideas  
TH: IJ pp. 2-16 Story Ideas and Researching and Composing the Story  
Video #1: "News Writing Language and Style"  
General style and AP Style pre-quiz

Week 2:
TU: IJ pp. 22-23 Style, Writing in the First Person, and Ethics; IJ pp. 28-33 Media Law  
TH: IJ pp. 35-40 Photojournalism Law and Ethics and Invasion of Privacy Law  
Story #1 due  
Meet in Lode office (106 Memorial Union Building) to register for employment with the Lode—bring your Social Security card and driver's license

Week 3:
TH: IJ pp. 46-49 SPJ Code of Ethics and Guideline on Gifts  
Reading and discussion quiz #1

Week 4:
TU: NRW Ch. 1 The Nature of News  
Story #2 due  
TH: In Ch. 2 The Changing News Business, read pp. 21-39 and the Online Media section (pp. 43-47)

Week 5:
TU: NRW Ch. 3 Interviewing  
TH: NRW Ch. 4 In Their Own Words

Week 6:
TU: NRW Ch. 5 Gathering Information  
Story #3 due  
TH: Ch. 7 The Inverted Pyramid  
Reading and discussion quiz #2

Week 7:
TU: NRW Ch. Media Law  
Video #2: "Media Law"  
TH: Discuss media law; review this week's Lode
Week 8:
TU: NRW Ch. 23 Media Ethics
Video #3: "Journalism Ethics"
Story #4 due
TH: Discuss media ethics

Week 9:
TU: NRW Ch. 13 Other Types of Basic Stories
TH: NRW Ch. 14 Covering a Beat

Week 10:
TU: NRW Ch. 16 Sports
Story #5 due
TH: Review this week's Lode

Week 11:
TU: NRW Ch. 8 Writing to be Read
TH: In-class prose style exercises

Week 12:
TU: NRW Ch. 9 Beyond the Inverted Pyramid
Video #4: "Beyond the Summary Lead"
Story #6 due
TH: In-class exercises based on IJ Beyond the Summary Lead (pp. 16-20)

Week 13:
TU: IJ In-Depth Reporting (pp. 23-25); NRW Ch. 18 Investigative Reporting
Story #7 due
TH: Review this week's Lode

Thanksgiving Break

Week 14:
TU: NRW Ch. 20 Writing for Online Media
TH: Reading and discussion quiz #3

Week 15:
TU: Story #8 due
TH: Summary; course evaluations