

# Writing & Reptg for Newspapers

## COMM-3301

Spring 2021 Section 02 3 Credits 01/09/2021 to 05/11/2021 Modified 01/04/2021

### Description

Basic procedures and techniques for writing and reporting for newspapers. Emphasis on news style and judgment as well as ethical and legal issues.

#### Requisites

Prerequisites:

COMM 1154 Minimum Grade: C and ENGL 1102 Minimum Grade: C

Corequisites:

### Contact Information

#### Instructor: Dr. John Ike Sewell

Email: For this course, contact me using the CourseDen email tool only.

Office: Humanities 147

Phone: 423-741-1474

### Meeting Times

#### Lecture

TR 8-9:15 a.m.

UCC 1111 and learning modules available through the CourseDen learning system.

COMM 3301 includes in-person learning opportunities held in TLC 1111 and LEARNING MODULES available through the CourseDen learning system.

### Materials

#### Writing and Reporting News: A Coaching Method

Author: Carole Rich

Publisher: Cengage

Edition: 7th

### Outcomes

**Learner Outcomes:** students will learn how to research, gather information, organize and write news feature stories for mass media. The course will emphasize the following aspects of good writing and reporting:

- Accuracy and verification
- Logical thinking
- Precision

- News value
- Ethics

## ✓ Evaluation

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### Criteria

Type	Weight	Topic	Notes

### Breakdown

#### Grading Scale:

- A: 90-100
- B: 80-89
- C: 70-79
- D: 60-69
- F: 60 and below

#### Point Values per assignment/assessment

Quiz/In-Class Writing Assignment (3)	5 points each (total of 15)
Exams (2)	15 points each (total of 30)
Semester Project Pitch	5 points
First Draft of Semester Project Part 1	5 points
Final Edit Semester Project Part 1	20 points
First Draft of Semester Project Part 2	5 points
<u>Final Edit semester Project Part 2</u>	<u>20 points</u>
<b>Total Possible Points</b>	<b>100 points</b>

**ALL exams and quizzes will be held online in CourseDen.**

**ALL written assignments (semester project pitch, drafts 1 & 2, final edits 1 & 2) are to be turned in online in CourseDen.**

#### **Course Requirements:**

1. Students will be expected to **READ** the assigned text chapters *before* viewing the audiovisual content associated with a given learning module. (For learning module schedule, see Online Learning Schedule posted in Module 1).
2. **2 EXAMS** will cover information from assigned text and class lectures. I will provide you with detailed study instructions as exam time approaches. **Both exams will be administered online.**
3. **Three (3) QUIZZES/IN-CLASS WRITING ASSIGNMENTS** will cover information from materials assigned for a given day and/or test the student's ability to master writing skills for an immediate deadline.
4. **SEMESTER PROJECT** consisting of two news articles (one inverted pyramid style story and one feature—both suitable for publication) will be produced by the student during the semester. I will explain the details of the semester project in in-person meetings, in the online audiovisual content *and* in documents provided online later in the semester.

# Assignments

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1. **2 EXAMS** will cover information from assigned text and class lectures. I will provide you with detailed study instructions as exam time approaches. **Both exams will be administered online.**
2. **Three (3) QUIZZES/IN-CLASS WRITING ASSIGNMENTS** will cover information from materials assigned for a given day and/or test the student's ability to master writing skills for an immediate deadline.
3. **SEMESTER PROJECT** consisting of two news articles (one inverted pyramid style story and one feature—both suitable for publication) will be produced by the student during the semester. I will explain the details of the semester project in the online audiovisual content *and* in documents provided online later in the semester.

# Schedule

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## COMM 3301: FALL 2021 ONLINE LEARNING & ASSIGNMENT SCHEDULE

ALL learning modules are located on the Course Den site under the **CONTENT** tab.

ALL ASSIGNMENTS (Exams, quizzes, semester project pitch, rough drafts and final edits) are taken/turned in via the CourseDen site.

LEARNING MODULES—SEQUENCE AND LIMITATIONS: There are two learning modules per week in this class. Each learning module will be open for a 48 hour period within which you can view PowerPoint lectures, take quizzes and/or turn in assignments on deadline.

IMPORTANT: This class is sequentially ordered and is best learned over time. Each learning module will be open for a 48 hour period. After the 48 hour period is over, you will no longer have access to the PowerPoint lecture content and/or assignment content (quizzes, deadlines) available during the given learning module. As such, you will only be able to access course content sequentially and in evenly dispersed time increments spanning the semester.

With the Course Den system, I have the ability to monitor when (dates and times of day) and for how long you are logged in. As such, I will know whether or not you viewed the PowerPoint lectures during a given module.

MT: Monday & Tuesday

WR: Wednesday & Thursday

<u>Date</u>	<u>PowerPoint Lectures/Assigned Reading/Deadlines</u>
WR Jan. 13-14	Module 1: Module 1 MP4--INTRODUCTION
MT Jan. 18-19	MLK Holiday: NO MEETING/NO LEARNING MODULE
WR Jan. 20-21	Module 2: Module 2 MP4 <u>Assigned Reading:</u> Textbook Chapter 1
MT Jan. 25-26	Module 3: Module 3 MP4 <u>Assigned Reading:</u> Textbook Chapter 2
WR Jan. 27-28	Module 4: Module 4 MP4 <u>Assigned Reading:</u> Textbook Chapter 3
MT Feb. 1-2.	Module 5: Module 5MP4

Assigned Reading: Textbook Chapters 5 & 6

WR Feb. 3-4

**Module 6:** Module 6 MP4

Assigned Reading: Textbook Chapter 7

MT Feb. 8-9

**Module 7:** Module 7 MP4

Assigned Reading: Textbook Chapter 8

WR Feb. 10-11

**Module 8:** Module 8 MP4

Assigned Reading: Textbook Chapters 9 & 10

MT Feb. 15-16

**Module 9:** Module 9 MP4

REVIEW FOR EXAM 1: NO ASSIGNED READING.

WR Feb. 17-18

**Module 10:** EXAM 1

Take Exam 1 in Module 10. Exam 1

Deadline: Thur., Feb. 18, 11:59 p.m.

There is NO ASSIGNED READING for this module.

MT Feb. 22-23

**Module 11:** Module 11 MP4

SEMESTER PROJECT PITCH DUE.

Turn in via Semester Project Pitch in Module 11.

Deadline: Tue., Jan. 23, 11:59 p.m.

Assigned Reading: Textbook Chapter 14

WR Feb. 24-25

**Module 12:** Module 12 MP4

Assigned Reading: Textbook Chapter 15

MT March 1-2

**Module 13:** Module 13 MP4

Assigned Reading: Textbook Chapter 17

WR March 3-4

**Module 14:** Module 14 MP4

Assigned Reading: Textbook Chapters 18 & 19

MT March 8-9                      **Module 15: Module 15 MP4**

REVIEW FOR EXAM 2:

There is **NO ASSIGNED READING** for this module.

  

WR March 10-11                    **Module 16: EXAM 2 (Covers Chapters 14, 15, 17-19.)**

Take Exam 2 in Module 16.

Exam 2 Deadline: Thur., March 11, 11:59 p.m.

There is **NO ASSIGNED READING** for this module.

**SPRING BREAK MARCH 15-19: NO CLASS MEETINGS OR LEARNING MODULES**

**There are NO MORE READING ASSIGNMENTS for the remainder of the semester.**

MT March 22-23                    **Module 17: Module 17 MP4**

QUIZ 1

Take Quiz 1 in Module 17. Quiz 1

Deadline: Tue., March 23, 11:59 p.m.

WR March 24-25                    **Module 18: Module 18 MP4**

MT March 29-30                    **Module 19: Module 19 MP4**

QUIZ 2

Take Quiz 2 in Module 19.

Quiz 2 Deadline: Tue., March 30, 11:59 p.m.

WR March 31-April 1                **Module 20: Module 20 MP4**

**DRAFT 1 DUE.**

Turn in via Draft 1 Assignment Turn-In.

Draft 1 Deadline: Thur., April 1, 11:59 p.m.

MT April 5-6                        **Module 21: Module 21 MP4**

WR April 7-8                        **Module 22: Module 22 MP4**

**FINAL EDIT STORY 1 DUE.**

**Turn in via Final Edit Story 1 Assignment Turn-In.**

**Deadline: Thur., April 8, 11:59 p.m.**

**MT April 12-13**

**Module 23: Module 23 MP4**

**WR April 14-15**

**Module 24: Module 24 MP4**

**MT April 19-20**

**Module 25: Module 25 MP4**

**DRAFT 2 DUE.**

**Turn in via Draft 2 Assignment Turn-In.**

**Deadline: Tue., April 20, 11:59 p.m.**

**WR April 21-22**

**Module 26: Module 26 MP4**

**MT April 26-27**

**Module 27: Module 27 MP4**

**QUIZ 3**

**Take Quiz 3 in Module 27.**

**Quiz 3 Deadline: Thur., April 27, 11:59 p.m.**

**WR April 28-29**

**Module 28: Module 28 MP4**

**MONDAY, MAY 3**

**Module 29: FINAL EDIT STORY 2 DUE.**

**Turn in via Final Edit Story 2 Turn-in portal in Module 29.**

**Deadline: Mon., May 3, 11:59 p.m.**

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**Missed Quiz/In-Class Assignment Policy:** Students who miss class activities will not be offered the opportunity to take them over. Each learning module is open for a 48 hour period. It is your responsibility to complete the assignments within that 48 hour window.

**Missed Exam Policy:** Exams are mandatory. Make-up exams are allowed only in cases of absence due to unavoidable situations substantiated with documentation. If you miss an exam, contact me *immediately*.

**Semester Project First Drafts:** Students are required to turn in complete first drafts of semester projects part 1 and 2. I will provide a document that specifies the exact requirements of the semester project, including pitch, drafts and final edits. Deadlines for first drafts are absolute. To receive full credit, your first draft must be turned in on time and meet the required word count. Drafts are graded on a pass/fail basis. Full drafts turned in on time receive full credit. Late and/or incomplete drafts receive no credit.

**Semester Project Final Edits:** Deadlines are absolute. Final, publication-ready articles are to be turned in on time as directed on the assignment schedule. A 20% point deduction (4 of 20 possible points) will be made for every day that a final article is turned in late.

## 🎯 College/School Policies

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### Mission

Fair, just, and productive societies require the free flow of news, information, and ideas from communicators of knowledge, skill, and integrity who reflect the diversity of the people they serve. Therefore, the Department of Mass Communications strives to provide high quality academic and experiential learning opportunities to prepare students for successful integration into the global community as industry professionals, leaders, and thinkers in the fields of convergence journalism, digital media and telecommunication, film and video production, and public relations.

### Vision

The Department of Mass Communications is committed to empowering students to communicate clearly, act responsibly, think critically, and understand context(s) to enhance their personal, civic, academic, and professional lives, facilitating active participation in an evolving and increasingly diverse society.

### Strategic Priorities

#### *Invested Teaching*

To inspire and equip students to discover their personal, intellectual, and professional potential through personalized teaching, academic coaching, and career mentoring.

#### *Experiential Learning*

To offer students early and on-going multiple and diverse hands-on learning to develop and enhance personal, intellectual, and professional growth.

#### *Connectedness*

To serve as the hub that connects and cultivates partnerships among key stakeholders to enhance personal, intellectual, and professional growth. Key stakeholders include administrators, faculty, staff, students, alumni, industry, community, and friends.

### Mass Communications Degree Program Learning Outcomes

**ACEJMC Professional Values and Competencies:** The Bachelor of Science degree program in Mass Communications is accredited by the Accrediting Council on Education in Journalism and Mass Communications (ACEJMC), and the Department is committed to preparing students with the requisite knowledge and skills to be successful in the media and communications industries after graduation. The Department has adopted as its Mass Communications degree program learning outcomes ACEJMC's 12 professional values and competencies, known as 6 X 6 MASS COMM SUCCESS, that all graduates of an ACEJMC accredited program should be aware of and able to demonstrate as scholars and professionals in the discipline. For the detailed

list of the ACEJMC professional values and competencies, see the [UWG Undergraduate Catalog \(https://catalog.westga.edu/preview\\_program.php?catoid=11&pooid=1991\)](https://catalog.westga.edu/preview_program.php?catoid=11&pooid=1991) or [ACEJMC - Standard 2. Curriculum and Instruction \(http://www.acejmc.org/policies-process/nine-standards/\)](http://www.acejmc.org/policies-process/nine-standards/).

## 6 X 6 MASS COMM SUCCESS

<p><a href="https://www.westga.edu/academics/coss/mass-communications/assets/pics/6x6_MC_Success_Graphic.JPG">6 X 6 MASS COMM SUCCESS</a> (<a href="https://www.westga.edu/academics/coss/mass-communications/assets/pics/6x6_MC_Success_Graphic.JPG">https://www.westga.edu/academics/coss/mass-communications/assets/pics/6x6_MC_Success_Graphic.JPG</a>)</p> <p>(click to view image)</p>	<ol style="list-style-type: none"><li>1. Freedom of Speech &amp; Press</li><li>2. History</li><li>3. Diversity</li><li>4. Global Impact</li><li>5. Theory</li><li>6. Ethics</li><li>7. Think Critically &amp; Creatively</li><li>8. Research &amp; Evaluate</li><li>9. Write Effectively</li><li>10. Self-Evaluate</li><li>11. Apply Numbers &amp; Statistics</li><li>12. Apply Technology</li></ol>
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## Film & Video Production Degree Program Learning Outcomes

**Overview:** The Bachelor of Science degree program in Film & Video Production is designed to train graduates in the field who are agile, adaptable, and able to employ their skills in an array of roles from entrepreneurial content producers to on-set film work, both above and below the line. It will provide students with a comprehensive understanding of the machinery at work behind media production and distribution, along with a set of tangible, marketable, and transferable skills for an array of positions within the infrastructure of film and content production. The FVP degree program learning outcomes include:

1. Demonstrate critical thinking, aesthetic awareness and technical proficiency in the production and assessment of audio-visual film work.
2. Understand all phases and roles of film production in order to help formulate career goals.
3. Understand the various potentials of film as both a commodity for a targeted audience, and an act of authorship and creative expression.
4. Demonstrate an understanding of the diversity of peoples and cultures and of the significance and impact of cinema in a global society.

## Institutional Policies

### Academic Support

**Accessibility Services:** Students with a documented disability may work with UWG Accessibility Services to receive essential services specific to their disability. All entitlements to accommodations are based on documentation and USG Board of Regents standards. If a student needs course adaptations or accommodations because of a disability or chronic illness, or if he/she needs to make special arrangements in case the building must be evacuated, the student should notify his/her instructor in writing and provide a copy of his/her Student Accommodations Report (SAR), which is available only from Accessibility Services. Faculty cannot offer accommodations without timely receipt of the SAR; further, no retroactive accommodations will be given. For more information, please contact [Accessibility Services \(https://www.westga.edu/student-services/counseling/accessibility-services.php\)](https://www.westga.edu/student-services/counseling/accessibility-services.php).

**Center for Academic Success:** The [Center for Academic Success \(http://www.westga.edu/cas/\)](http://www.westga.edu/cas/) provides services, programs, and opportunities to help all undergraduate students succeed academically. For more information, contact them: 678-839-6280 or [cas@westga.edu](mailto:cas@westga.edu).



University Writing Center: The [University Writing Center \(https://www.westga.edu/writing/\)](https://www.westga.edu/writing/) assists students with all areas of the writing process. For more information, contact them: 678-839-6513 or [writing@westga.edu](mailto:writing@westga.edu).

## Online Courses

UWG takes students' privacy concerns seriously: technology-enhanced and partially and fully online courses use sites and entities beyond UWG and students have the right to know the privacy policies of these entities. For more information on privacy and accessibility for the most commonly used sites, as well as technology requirements visit the [UWG Online \(https://uwgonline.westga.edu/\)](https://uwgonline.westga.edu/) site.

Students enrolled in online courses can find answers to many of their questions in the [Online/Off-Campus Student Guide \(http://uwgonline.westga.edu/online-student-guide.php\)](http://uwgonline.westga.edu/online-student-guide.php).

If a student is experiencing distress and needs help, please see the resources available at the [UWG Cares \(http://www.westga.edu/UWGCares/\)](http://www.westga.edu/UWGCares/) site. [Online counseling \(https://www.westga.edu/student-services/counseling/index.php\)](https://www.westga.edu/student-services/counseling/index.php) is also available for online students.

## Honor Code

At the University of West Georgia, we believe that academic and personal integrity are based upon honesty, trust, fairness, respect, and responsibility. Students at West Georgia assume responsibility for upholding the honor code. West Georgia students pledge to refrain from engaging in acts that do not maintain academic and personal integrity. These include, but are not limited to, plagiarism, cheating, fabrication, aid of academic dishonesty, lying, bribery or threats, and stealing.

The University of West Georgia maintains and monitors a confidential Academic Dishonesty Tracking System. This database collects and reports patterns of repeated student violations across all the Colleges, the Ingram Library, and the School of Nursing. Each incidence of academic dishonesty is subject to review and consideration by the instructor, and is subject to a range of academic penalties including, but not limited to, failing the assignment and/or failing the course. Student conduct sanctions range from verbal warning to suspension or expulsion depending on the magnitude of the offense and/or number of offenses. The incident becomes part of the student's conduct record at UWG.

Additionally, the student is responsible for safeguarding his/her computer account. The student's account and network connection are for his/her individual use. A computer account is to be used only by the person to whom it has been issued. The student is responsible for all actions originating through his/her account or network connection. Students must not impersonate others or misrepresent or conceal their identities in electronic messages and actions. For more information on the University of West Georgia Honor Code, please see the [Student Handbook \(https://www.westga.edu/administration/vpsa/handbook-code-of-conduct.php\)](https://www.westga.edu/administration/vpsa/handbook-code-of-conduct.php).

## UWG Email Policy

University of West Georgia students are provided a MyUWG e-mail account. The University considers this account to be an official means of communication between the University and the student. The purpose of the official use of the student e-mail account is to provide an effective means of communicating important university related information to UWG students in a timely manner. It is the student's responsibility to check his or her email.

## Credit Hour Policy

The University of West Georgia grants one semester hour of credit for work equivalent to a minimum of one hour (50 minutes) of in-class or other direct faculty instruction AND two hours of student work outside of class per week for approximately fifteen weeks. For each course, the course syllabus will document the amount of in-class (or other direct faculty instruction) and out-of-class work required to earn the credit hour(s) assigned to the course. Out-of-class work will include all forms of credit-bearing activity, including but not limited to assignments, readings, observations, and musical practice. Where available, the university grants academic credit for students who verify via competency-based testing, that they have accomplished the learning outcomes associated with a course that would normally meet the requirements outlined above (e.g. AP credit, CLEP, and departmental exams).

## HB 280 (Campus Carry)

UWG follows University System of Georgia (USG) guidance: [http://www.usg.edu/hb280/additional\\_information#\(http://www.usg.edu/hb280/additional\\_information\)](http://www.usg.edu/hb280/additional_information#(http://www.usg.edu/hb280/additional_information))

You may also visit our website for help with USG Guidance: [https://www.westga.edu/police/campus-carry.php\(https://www.westga.edu/police/campus-carry.php\)](https://www.westga.edu/police/campus-carry.php(https://www.westga.edu/police/campus-carry.php))

## Mental Health Support

If you or another student find that you are experiencing a mental health issue, free confidential services are available on campus in the [Counseling Center](#). Students who have experienced sexual or domestic violence may receive confidential medical and advocacy services with the Patient Advocates in [Health Services](#). To report a concern anonymously, please go to [UWGcares](#).

## ELL Resources

If you are a student having difficulty with English language skills, and / or U.S. culture is not your home culture, specialized resources are available to help you succeed. Please visit the [E.L.L. resource page](#) for more information.

## COVID-19

**Proctored Exams/Online Instruction:** Students should be aware and plan ahead for the possibility of having to complete all courses and/or exams online or in a proctored environment. This means talking with your instructors about what minimum technical requirements (software and hardware) will be required should your class move online or a student's personal needs dictate. This also includes making plans for internet access at whatever location participation may occur.

Virtual or in-person proctored exams, if your instructor should require them, may result in an additional cost to the student. Please discuss these details with your instructor or see the information provided here.

**Face Coverings:** Effective July 15, 2020, University System of Georgia institutions, including the University of West Georgia, will require all faculty, staff, students, and visitors to wear an appropriate face covering while inside campus facilities/buildings where six feet social distancing may not always be possible. Face covering use will be in addition to and is not a substitute for social distancing.

Face coverings are not required in campus outdoor settings where social distancing requirements are met. Anyone not using a face covering when required will be asked to wear one or must leave the area.

Reasonable accommodations may be made for those who are unable to wear a face covering for documented health reasons.

**Student FAQs:** For more information about UWG COVID-19 guidance for students visit the [Student FAQ webpage\(https://www.westga.edu/student-services/health/coronavirus-info/return-to-campus/students-faq-return-to-campus.php\)](https://www.westga.edu/student-services/health/coronavirus-info/return-to-campus/students-faq-return-to-campus.php).

## Additional Items

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