

JOUR 2330-001 Introduction to Journalism

This syllabus is tentative and subject to change according to the instructor's discretion

Class Meeting Time: T/Thur: 9:30 a.m.-10:50 a.m. **Classroom:** FA 269

Instructor: Dr. Kim Pewitt-Jones

Research Profiles link: <https://www.uta.edu/mentis/public/#profile/profile/edit/id/1948/category/1>

Office Phone: 817-272-0733; kejones@uta.edu;

Office location: FA Building Room 2115 (second floor balcony)

Office Hours: MWF = 9-9:45 a.m.; Mondays 12-1 p.m.

Email policy: Before you email me with a question:

- Apply the **Three-Before-Me** policy--
 - Consult three sources for the question (syllabus, Blackboard, a classmate)
 - If you cannot find the answer in those sources, list the three sources you consulted before me when you email the question to me.
- **Here are some protocols to follow when you email me:** (1) Let me know the topic of the email in the subject line; (2) You should address me as Professor or Dr. Pewitt-Jones; (3) and you should include your full name and course name. 4) **List the three sources you consulted before you email the question (s) to me.**

I will make every effort to respond to student email within 24 hours Monday through Friday, but because of the many students I teach, and my other duties for the university, that will not always be possible. I usually do not answer email during the weekend or on holidays.

Read this syllabus and the additional syllabus information in BB Syllabus area **CAREFULLY**. Ignorance of the policies of the class **is not** an acceptable excuse.

- “The materials used in this class, including but not limited to, the syllabus, assignment materials, presentation materials, all lecture materials, exams, quizzes and homework assignments are copyrighted works. Any unauthorized copying of the class materials is a violation of federal law and may result in disciplinary actions being taken against the student. Additionally, the sharing of class materials without the specific, express approval of the instructor may be a violation of the University's Student Code of Conduct and an act of academic dishonesty, which could result in further disciplinary action. This includes, among other things, uploading class materials to websites for sharing or selling those materials with other individuals.”

Course Description and Objectives

This is a high-energy, interactive course that is designed to provide you a basic understanding of the fundamentals of journalism: its purpose, importance in a democracy, history and ethics. The class will combine discussions, group projects, hands-on activities, exploring films and experiencing guest speakers to help you get a basic grasp of the skills and methods of the 21st Century journalist. We will discuss how

news is gathered, distributed and published in print, online and broadcast. We'll explore newspapers, television stations, cable/satellite, radio, the internet and social media. You will learn some of the basics of the business and practice of journalism, including the use and application of multimedia, blogs, social media in gathering news, research, interviewing and reader/viewer engagement. You also will get introduced to Associated Press style/basic newswriting and reporting principles through a class group project.

Student Learning Outcomes:

After completing the course, you should be able to:

- Understand the role of journalists and democracy
- Understand the basics of interviewing for media stories
- Understand the basics of researching and double-checking for accurate information
- Understand fundamentals of news and newsgathering
- Understand fundamentals of how news organizations operate
- Understand the importance of photojournalism and the use of images in news stories.
- Understand the fundamentals of broadcast journalism
- Understand the role of readers and audience
- Understand the role of social media and news
- Understand the diversity of groups in a global society in relationship to communication
- Understand the functions and operations of news organizations
- Understand the legal and ethical issues that impact news organizations
- Understand the rich history of American journalism

Required Texts:

- ❖ “Principles of American Journalism, An Introduction,” by Stephanie Craft and Charles N. Davis’ 2nd edition (Routledge, 2016)
- ❖ ***Strongly recommended (for class group project):*** Associated Press Stylebook 2018 version
- ❖ ***You may purchase or rent the online or printed version of these books, and we might use the companion website, so make sure that you have access to it (PAJ).***

Additional materials:

- ❖ *There will be selected readings in media studies and journalism along with the chapter readings. Some additional required readings will be announced via Blackboard, and some will be listed on the schedule.*
- ❖ ***You will need to bring a touchpad (something with internet access) or laptop computer occasionally for class activities. It will especially be needed when we begin the group project.***
- ❖ ***Notebook and writing instruments—important for communication majors to take notes this way.***
 - ***Studies that show improved student achievement from taking handwritten notes:***

- ❖ <https://shar.es/1Zqsp2>
- ❖ <http://www.scientificamerican.com/article/a-learning-secret-don-t-take-notes-with-a-laptop/>
- ❖ <http://on.wsj.com/1SJ2de5>
- ❖ http://www.npr.org/2016/04/17/474525392/attention-students-put-your-laptops-away?utm_source=npr_newsletter&utm_medium=email&utm_content=20160727&utm_campaign=npr_email_a_friend&utm_term=storyshare

Classroom Policies:

We will have many lively discussions where students are required to respect others' opinions that may be different. You are not required to agree, but you are required to show respect. Student

behavior that interferes with an instructor's ability to conduct a class or other students' opportunity to learn is unacceptable and disruptive and will not be tolerated in any instructional forum at UTA.

- Students engaging in unacceptable behavior will be directed to leave the classroom.
- *Children are not allowed in the classrooms. Adult guests may only be approved by the instructor ahead of class meeting times.*
- Students will be held accountable through disciplinary action for any intentional damages they cause in classrooms. (e.g., writing on tables).
- Disruptive behavior is not tolerated such as disrespect in any form, arriving late often, leaving early often, sleeping, talking on the phone, texting or game playing, making inappropriate comments, ringing of cellular phones/beepers or dressing inappropriately).

Course Policies:

- If UTA closes for any reason, including inclement weather, *you will be responsible for any assignments due that are posted on those sites.*
- *There will be material covered in class that is not in the textbook that will be on the quizzes and exam.*
- *In addition, at times I will present some information that is different from the material in the textbook, and I will expect you to know that for the exams and for use in certain assignments.*
- You will lose the points for any exams or other assignments that you miss because of absence or tardiness. **Deadlines are crucial in journalism as well as most other career fields.**
- Making up missed work, including exams, will only be allowed in the case of documented

illness, family emergency or official UTA functions.

- o Documentation for an illness is a note from a doctor or nurse that states explicitly that the student was too ill to attend class.
 - o Documentation for a family emergency could be a note from an appropriate official explaining the emergency and should include a phone number, so the instructor can verify the note.
 - o **You are responsible for turning in such documentation during the class period within one week of the absence (s). You will not be allowed to make up missed work, including exams, if you miss this deadline.**
 - o **Pop quizzes are not available for makeup work.**
 - o *College instructors are NOT responsible for compiling a list of missed and/or due assignments for any student—that is each student’s responsibility—including students with excused absences.*
 - o *We are also not responsible for knowing and/or issuing missed discussion notes and handouts without a student’s request for specific assignments.*
 - o **If you have enrolled late, you are responsible for making up any missed work, discussion material and such as allowed per my missing work policy. You are to use the Three-Before-Me policy described on Page 1 to learn what you missed.**
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- *It is in your best interest not to surf the Web, text, use a cellphone, read email, send tweets, post on Facebook/social media sites (these should not be open) or do any computer activity not related to the current work given during discussion time, class work time, guest speaker presentations or class discussions.*
 - **I will not repeat material presented because you have been distracted by doing something that does not pertain directly to the current class discussion and/or exercise such as surfing the web, using social media and/or texting.**
 - **Working on assignments not assigned by me during this class time without my prior approval IS NOT ACCEPTABLE.**

Attendance/Participation:

1. • **Attendance is a large part of the participation grade, which begins the first official day of class. No quizzes or participation activities that occur from the first official day of class will be**

available for makeup even if you enroll after the first official day of class.

- At UT Arlington, taking attendance is not required. Rather, *each faculty member is free to develop his or her own methods of evaluating students' academic performance, which includes establishing course-specific policies on attendance.*
 - **As the instructor of this section, my philosophy is that your attendance is vital toward the successful completion of the course requirements.** Roll will be taken each class meeting.

Preparation/Tardiness:

- **If you arrive more than 10 minutes after class starts, you will be counted absent for that day.** Information presented during the first part of class will not be repeated during class for late students. If you are late, you will need to **speak to a classmate AFTER** class to discover what you missed or come see me during office hours. **Please do not discuss it while I am conducting a class discussion or during any class activities.**
- *Most quizzes will be given at the beginning of class, therefore students arriving after a quiz begins will only be allowed to participate for the rest of the time allotted for the quiz.*

Discussions/Notes/Missing work:

- *Class instructional lessons are comprised of material from many sources, not just the textbook and missing instructional time prohibits a student's success.*
- *Learning to take good notes is crucial for all areas of media work.*
 - **Visuals used during class are not necessarily notes for students—you will need to take notes from the discussions and explanations.** I strongly suggest you take hand written notes—it assists learning better than taking notes via an electronic device. **The many studies that provide evidence of this are listed in the required materials section on Page 4.**
 - **College-level work requires college-level responsibility, so you must keep up with assignment due dates, instructions and your grades.**
 - *College instructors are NOT responsible for compiling a list of missed and/or due assignments for any student—that is each student's responsibility—including students with excused absences. We are also not responsible for knowing and/or issuing missed discussion notes and handouts without a student's request for such.*

Overall Work Expectations:

- This course is somewhat fast-paced. *You will need to begin projects in enough advance time to*

turn in quality work and not start working on them the night before they are due.

- At times, **you may be working on a few projects and/or homework assignments at the same time plus keeping up with readings for class and quizzes.**
- *Discussions cannot cover enough information in-depth from the book and what you need to know about reporting from this course; therefore you need to be prepared for class-- read the assigned book chapters and/or handouts. Periodic quizzes will include material from class discussion, textbooks and handouts. If discussion material contradicts textbook material, use the discussion material.*
- If you are struggling with the material or workload, **see me immediately when you begin to struggle.**

Waiting until the last month of class will be too late.

- *A general rule of thumb is this: For every credit hour earned, a student should spend on average three hours per week working outside of class. Hence, a three-credit course might have a minimum expectation of nine hours of reading and study.*
- *Beyond the time required to attend each class meeting, students enrolled in this course should expect to spend at least an additional 10 hours per week of their own time in course-related activities, including reading/studying required materials, completing assignments and studying for quizzes/tests exams.*

Written Assignments: There are no averages compiled for this course.

The group and individual written assignments must be written using Associated Press style correct grammar, word usage and punctuation. They must be organized and structured well. Make sure to read the detailed instructions for each assignment.

Grading: The class components are based on the following 1,000-point scale:

| | | |
|-----------------------|--------------------|--------------------------|
| 900-1, 000 points = A | 800-899 points = B | 700-799 points = C |
| 600-699 points = D | | Less than 600 points = F |

These tentative course components are worth a total of 1,000 points:

- | | |
|---|---|
| ➤ Pop quizzes on readings/discussions = | 140 points total (20 points per quiz—seven scheduled) |
| ➤ Tests (3) = | 150 points total (each 50 points) |
| ➤ Wikipedia group project = assignment | **500 points total (See more details about this below) |
| ➤ Discussion/class participation = | *210 points total (10 points per class meeting based on 21 class meeting) |

***(Students must come to class and participate in class discussions to get full points)**

There is not a Final Exam for this class

****Wikipedia project grading consists of:**

- ❖ Group cooperation/equal work = 50 points: Prep work
- ❖ Group cooperation/equal work = 50 points: Interviews
- ❖ Group cooperation/equal work = 1 draft; final project submitted on Wikipedia; group evaluation form = 100
- ❖ Research effort and thoroughness = 100 points
- ❖ Writing components: GSP/composition/organization of proposal/readability/AP style = 200 points

Drop/Add Policy:

Students may drop or swap (adding and dropping a class concurrently) classes through self-service in MyMav from the beginning of the registration period through the late registration period. **After the late registration period, students must see their academic adviser to drop a class or withdraw. Undeclared students must see an adviser in the University Advising Center. Drops can continue through a point two-thirds of the way through the term or session. It is the student's responsibility to officially withdraw if they do not plan to attend after registering. *Instructors are not authorized to add or drop any students—students must see an academic adviser after the late registration period. Students will not be automatically dropped for non-attendance.*** Repayment of certain types of financial aid administered through the university may be required as the result of dropping classes or withdrawing. For more information, contact the Office of Financial Aid and Scholarships (<http://www.uta.edu/ses/fao>). **The last date to drop classes and receive a “W” is March 29, and it must be done through an adviser by 4 p.m. that day.**

Disability Accommodations: UT Arlington is on record as being committed to both the spirit and letter of all federal equal opportunity legislation, including *The Americans with Disabilities Act (ADA)*, *The Americans with Disabilities Amendments Act (ADAAA)*, and *Section 504 of the Rehabilitation Act*. All instructors at UT Arlington are required by law to provide “reasonable accommodations” to students with disabilities, so as not to discriminate on the basis of disability. Students are responsible for providing the instructor with official notification in the form of a **letter certified** by the Office for Students with Disabilities (OSD). Only those students who have officially documented a need for an accommodation will have their request honored. Students experiencing a range of conditions (Physical, Learning, Chronic Health, Mental Health, and Sensory) that may cause diminished academic performance or other barriers to learning may seek services and/or accommodations by contacting: **The Office for Students with Disabilities, (OSD)** www.uta.edu/disability or calling 817-272-3364. Information regarding diagnostic criteria and policies for obtaining disability-based academic accommodations can be found at www.uta.edu/disability.

Counseling and Psychological Services, (CAPS) www.uta.edu/caps/ or calling 817-272-3671 is also available to all students to help increase their understanding of personal issues, address mental and behavioral health problems and make positive changes in their lives.

Non-Discrimination Policy: *The University of Texas at Arlington does not discriminate on the basis of race, color, national origin, religion, age, gender, sexual orientation, disabilities, genetic information, and/or veteran status in its educational programs or activities it operates. For more information, visit uta.edu/eos.*

Title IX Policy: The University of Texas at Arlington ("University") is committed to maintaining a learning and working environment that is free from discrimination based on sex in accordance with Title IX of the Higher Education Amendments of 1972 (Title IX), which prohibits discrimination on the basis of sex in educational programs or activities; Title VII of the Civil Rights Act of 1964 (Title VII), which prohibits sex discrimination in employment; and the Campus Sexual Violence Elimination Act (SaVE Act). Sexual misconduct is a form of sex discrimination and will not be tolerated. *For information regarding Title IX, visit www.uta.edu/titleIX or contact Ms. Michelle Willbanks, Title IX Coordinator, at 817-272-4585 or titleix@uta.edu*

Academic Integrity: All students enrolled in this course are expected to adhere to the UT Arlington Honor Code:

I pledge, on my honor, to uphold UT Arlington's tradition of academic integrity, a tradition that values hard work and honest effort in the pursuit of academic excellence. I promise that I will submit only work that I personally create or contribute to group collaborations, and I will appropriately reference any work from other sources. I will follow the highest standards of integrity and uphold the spirit of the Honor Code.

Instructors may employ the Honor Code as they see fit in their courses, including (but not limited to) having students acknowledge the honor code as part of an examination or requiring students to incorporate the honor code into any work submitted. Per UT System *Regents' Rule* 50101, §2.2, suspected violations of university's standards for academic integrity (including the Honor Code) will be referred to the Office of Student Conduct. Violators will be disciplined in accordance with University policy, which may result in the student's suspension or expulsion from the University.

It is the philosophy of The University of Texas at Arlington that academic dishonesty is a completely unacceptable mode of **conduct and will not be tolerated in any form.** *All persons involved in academic dishonesty will be disciplined in accordance with University regulations and procedures. Discipline may include suspension or expulsion from the University.* Additional information is available at <https://www.uta.edu/conduct/>. Faculty are encouraged to discuss plagiarism and share the following library tutorials <http://libguides.uta.edu/copyright/plagiarism> and <http://library.uta.edu/plagiarism/>

"Scholastic dishonesty includes but is not limited to cheating, **plagiarism**, collusion, and the submission for credit of any work or materials that are attributable in whole or in part to another person, taking an examination for another person, any act designed to give unfair advantage to a student or the attempt to commit such acts." (Regents' Rules and Regulations, Series 50101, Section 2.2)

As communicators, your professional reputation is your greatest strength

- Honesty and ethical behavior build a positive professional reputation.
- You are expected to model the ethical behavior in this course that you would be expected to follow as a professional communicator.
- Examples of cheating, plagiarism and collusion are provided in your student handbook.
- *The following behaviors also constitute academic dishonesty:*
 - Making up sources, information or quotes except as explicitly specified class assignments.
 - Failing to properly attribute quotes and ideas to sources.

- Asking someone to say you interviewed him or her when you did not.
- Getting other people to write or edit class assignments for you.
- Lying to a source or misrepresenting yourself to get information.
- Copying a story or any part of a story from a published news account, Web page or press release.
- Using information from any sources without proper attribution.
- Turning in a story you've already written or published for another class.
- Surfing the Web or using any sources not allowed at the time by the instructor during quizzes and tests.
- Collusion— without authorization, collaborating with another when preparing an assignment.

I take academic honesty seriously. At the very minimum, violating the university or class standards for academic honesty will result in a zero on any class assignment, quiz or exam. Depending on the severity of the violation, I may assign an "F" for the course. I will report any violations to the Office of Student Judicial Affairs and will pursue hearings there if necessary. Anyone receiving a zero for violating academic honesty policies will not be eligible for extra credit points.

Campus Carry: Effective August 1, 2016, the Campus Carry law (Senate Bill 11) allows those licensed individuals to carry a concealed handgun in buildings on public university campuses, except in locations the University establishes as prohibited. Under the new law, openly carrying handguns is not allowed on college campuses. For more information, visit <http://www.uta.edu/news/info/campus-carry/>

Student Support Services Available:

The University of Texas at Arlington provides a variety of resources and programs designed to help students develop academic skills, deal with personal situations, and better understand concepts and information related to their courses. These resources include tutoring, major-based learning centers, developmental education, advising and mentoring, personal counseling, and federally funded programs. For individualized referrals to resources for any reason, students may contact the Maverick Resource Hotline at 817-272-6107 or visit www.uta.edu/resources for more information. **Please utilize this as soon as you see the need. Waiting until halfway through the semester to seek help will not bring success.**

Electronic Communication Policy:

The University of Texas at Arlington has adopted the University email address as an official means of communication with students. Through the use of email, UT-Arlington is able to provide students with relevant and timely information, designed to facilitate student success. In particular, important information concerning registration, financial aid, payment of bills, and graduation may be sent to students through email. **The university assigns an email account to all students. Information about activating and using it is available at www.uta.edu/email.**

New students (first semester at UTA) are able to activate their email account 24 hours after registering for courses. There is no additional charge to students for using this account, and it remains active if a student is enrolled at UT-Arlington.

- ***I am required to accept student email through the UTA email system only. I will use it regularly to communicate with students concerning updates, changes in assignments and/or class calendar and tips to help with assignments. Email sent to faculty from outside IPs is usually placed in a quarantine file — instructors don't get regular notification of quarantined items.***
- **UTA email must be activated by the end of the first week of class.**

- **Students are responsible for checking their UTA email and schedule/calendar daily.**

Grade Grievance Policy:

In attempting to resolve any student grievances regarding grades, first it is the student's obligation to make a serious effort with the individual with whom the grievance originated to resolve the matter. Individual course instructors retain primary responsibility for assigning grades. The instructor's judgment is final unless compelling evidence shows discrimination, preferential treatment or procedural irregularities. If students wish to appeal, their request must be submitted in writing—on an appeal form available in departmental or program offices—to the department chair or program director. The student has one calendar year from the date the grade is assigned to initiate the grievance. The normal academic channels are department chair or program director, academic dean and the office of the provost. However, before considering a grievance, the department chair or program director (dean) will refer the issue to a departmental or program (college/school) committee of faculty. If the committee cannot reach a decision acceptable to the parties involved, the matter will follow the remaining academic channels. The decision of the provost is final. Information specific to the procedures for each academic unit is available in the office of the academic dean.

Student Feedback Survey:

At the end of each term, students enrolled in classes categorized as lecture, seminar, or laboratory will be asked to complete an online Student Feedback Survey about the course and how it was taught. Instructions on how to access the SFS system will be sent directly to students through MavMail approximately 10 days before the end of the term. UT Arlington's effort to solicit, gather, tabulate and publish student feedback data is required by state law; student participation in the SFS program is voluntary. For more information, visit <http://www.uta.edu/sfs>

Final Review Week:

A period of five class days prior to the first day of final examinations in the long sessions shall be designated as Final Review Week. The purpose of this week is to allow students sufficient time to prepare for final examinations. During this week, there shall be no calendar activities such as required field trips or performances; and no instructor shall assign any themes, research problems or exercises of similar scope that have a completion date during or following this week *unless specified in the class syllabus/calendar*. During Final Review Week, an instructor shall not give any examinations constituting 10 percent or more of the final grade, except makeup tests and laboratory examinations. In addition, no instructor shall give any portion of the final examination during Final Review Week. During this week, classes are held as on the calendar. In addition, instructors are not required to limit content to topics that have been previously covered; they may introduce new concepts as appropriate.

Emergency Exit Procedures: Should we experience an emergency event that requires us to vacate the building, students should exit the room and move toward the nearest exit, a map of the exit location is posted in the classroom for your convenience. **You should program the UTA police department's phone number into your phone today for emergencies: 817-272-3003.**

When exiting the building during an emergency, one should never take an elevator but should use the stairwells.

Faculty members and instructional staff will assist students in selecting the safest route for evacuation and will make arrangements to assist handicapped individuals.

In the event of an emergency that involves staying in the classroom, quickly push all chairs against the doors and get underneath the desk/tables. Stay away from windows and entrance doors. Silence all phones and keep quiet until the all clear is given.

There is not a final exam for this class

This syllabus including the calendar is not a contract, expressed or implied, and may be amended by the instructor as deemed necessary. As the instructor for this course, I reserve the right to adjust this calendar in any way that best serves the educational needs of the students enrolled in this course—Dr. Kim Pewitt-Jones.

There is not a final exam for this class

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Tentative Class Schedule

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| Date | | Chapter (s) | Title and Tentative Schedule |
|-----------------|----|-------------|---|
| January | | | |
| Tues. | 15 | | Introduction/Fake News |
| Thur. | 17 | 2 | Journalism definitions; factors |
| Tues. | 22 | 2 | How News is made; News elements |
| Thur. | 24 | | First half of MOD video |
| Tues. | 29 | | Second half of MOD video |
| Thur. | 31 | 3 | Chapter 3 |
| February | | | |
| Tues. | 5 | 1 | Chapter 1 discussion; group project discussion |

| | | | |
|--------------|--------------|-----------------|---|
| Thur. | 7 | 1 | Complete Chapter 1 discussion; interviewing; Wiki group work time <i>Bring a laptop or touchpad Internet accessible</i> |
| Tues. | 12 | 6 | Ethics Case Study 2; videos |
| Thur. | 14 | 6 | Ethics continued; Case Study 3 |
| Tues | 19 | 6 | More chapter discussion; Part 1 of film |
| Thur. | 21 | 6 | Complete Chapter 6; <i>Test 1 review</i> ; Part 2 of film |
| Tues. | 26 | Test 1 | Test 1; Group work after test |
| Thur. | 28 | 4 | Chapter discussion; Draft of GP due in BB before midnight |
| March | | | |
| Tues. | 5 | BB documents | Complete Chapter 4; Photojournalism discussion; <i>Possible guest speaker</i> |
| Thur. | 7 | 5 | TBA |
| M-F | 11-15 | Holidays | No Classes –Spring Break |
| Tues. | 19 | 5 | Chapter 5 discussion; work on group project |
| Thur. | 21 | 5 | Chapter 5; work on project; <i>Test 2 review</i> |
| Tues. | 26 | Test 2 | Test 2 |
| Thur. | 28 | 7 | Chapter 7 discussion; group work |
| April | | | |
| Tues | 2 | 7 | Complete Chapter 7; Group Project send for accuracy check |
| Thur. | 4 | 8 | Group project work day in class |

| | | | |
|----------------------|------------------|------------------------|--|
| Tues. | 9 | Be on time | Chapter 8 discussion/Possible guest speaker |
| <i>Thur.</i> | <i>11</i> | <i>8</i> | Chapter 8; Group work; Final group project due in Wikipedia |
| Tues. | 16 | 8 | Complete Chapter 8 |
| Thur. | 18 | | TBA |
| <i>Tues.</i> | <i>23</i> | Career Chat | Entrepreneurial journalism; <i>Test 3 review</i> |
| <i>Thurs.</i> | <i>25</i> | <i>Test 3</i> | <i>Test 3</i> |
| <i>Tues.</i> | <i>30</i> | Video | What political reporter face |
| <i>May</i> | | | |
| <i>Thur.</i> | <i>2</i> | <i>Last Day</i> | <i>Possible guest speaker</i> |