# Journalism 2019-2020

Welcome to Journalism! I am so happy to have you in my class and look forward to a great year ahead. This overview will provide you with a brief description of the course, its readings, and the expectations of our classroom. As will be the case throughout the year, I strongly encourage you to ask if you need any help.

**COURSE DESCRIPTION**

Students in this class research, write, design, and produce the school newspaper, *The Forum*. They will learn time-management, learn/enhance technological design, and develop teamwork throughout the production process. Students will also explore objectivity versus subjectivity, ethics, selling advertising fundamental to printed papers and current issues in journalistic practice and mass media.

We will engage in a variety of activities during each class period, including: class discussion, group work, lecture, grammar and punctuation practice, technology and presentation, essay components, projects, and individual assignments. As journalists, students will organize and prioritize: self-monitoring of his/her time, opportunity, and productivity on given tasks and timelines.

**Expectations:** All students are expected to follow our three main rules at all times. These rules are **R**espect (for yourself, fellow students, and teachers), **A**ppreciation (for the work done by you, your fellow students, and your teachers) and **P**articipation (be actively involved in the learning process). If issues arise that affect a student’s work, that student should inform the teachers as soon as possible.

**Course Objectives. Students will:**

1. Gather and evaluate *vetted* information, using appropriate primary and secondary sources, excluding Facebook, Twitter, etc.
2. Create and evaluate nonfiction expository writing suitable for publication. They will write and analyze a variety of styles, including: advertisements, editorials, features, news, opinions, reviews, headlines and captions.
3. Revise and edit writing for organization, clarity, style, active voice, relevance to audience, objectivity and balanced reporting, credibility, AP style (often opposed to MLA), and correct grammar, spelling, and punctuation.
4. Create and evaluate elements of design and layout, using technology and hands-on techniques.
5. Create and evaluate graphic elements of publication, including photographs, cartoons, graphs and charts, fonts, etc.
6. Exercise rights and responsibilities of the First Amendment and demonstrate the ethical responsibility of truthfulness, fairness, and accuracy.
7. Analyze and evaluate the purpose, authority, and bias of mass media as informed consumers.
8. Demonstrate professionalism as outlined in the following table section:

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| Integrity: | **Responsibility:** |
| * Because students are producing public media, honesty and integrity in their work is of the utmost importance. * Students are expected to communicate honestly with their peers and their advisor, to demonstrate respect for their community at all times (even in their criticism), and to alert editors and the advisor when ethical dilemmas arise. * Students who betray the trust essential for the class and for the paper will not be published and will be asked to leave the class. | * Students will periodically travel to different parts of the building for their work. Students should always use the established check-out procedure, should perform their work professionally and efficiently, and should respect others working in the building. * Students who demonstrate that they cannot be trusted with this responsibility will be penalized with a one-week suspension of privileges. After the first suspension, students will lose all privileges for the semester. * Students will also be required to do work outside the school day, including solicitation of contractual advertising, before-deadline work afternoons into early evening, early morning issue distribution. Staff must plan accordingly. |

**Attendance and Absences**: The district policy will be followed. Regular attendance is extremely important because in-class writing, lecture, discussion and collaborative work are essentials of the course. Assignments due during prearranged absences may be due before the student leaves, so students should make arrangements at least one week prior to absence. Assignments must be made-up within the specified timeframe. Due to the nature of the class, repeated and frequent absences could negatively impact grades. All deadlines must be met for every stage of the writing process, as printing dates are set in advance and cannot be changed. If you are absent the day a draft is due, it is your responsibility to still submit the draft on time. You have one day per absence to make up any work. Check the class websites to find out what work was missed each day. If you miss a test or in class writing assignment, the only day to make them up is Wednesday morning before school.

**Tardies:** There is no excuse for tardies. 1st offense = warning; 2nd offense = after school detention; 3rd offense = referral to administration.

**Cell Phones/Electronic Devices:** Our policy is straight forward -- no cell phone, iPods in class unless I give you permission; 1st offense = warning, 2nd offense = confiscate for the rest of the school day, 3rd offense = confiscate to administration with additional consequences.

**Homework:** There will typically not be much homework if class work time is utilized effectively. Any articles, interviews, advertising collection not finished during Journalism must be completed at home and on the students own time.

**Plagiarism/cheating**:

**Academic Integrity/Honesty Policy:** Academic integrity speaks to a student’s commitment and responsibility to pursue scholarship openly and honestly.  It respects the concept that *learning* is the primary purpose of education, secondary to grades and credits.

Academic Dishonesty is defined as any action or attended action that may result in creating an unfair academic advantage for oneself or an unfair academic advantage or disadvantage for any other student.

A student shall not attempt to earn credit or receive a grade for coursework (tests, quizzes, assignments, discs, projects, essays) in a manner other than defined as acceptable by each instructor.

Academic Integrity violations are tracked throughout a student’s entire high school career (grades 9 – 12).  Academic Integrity violations include, but are not limited to:

* **Plagiarizing** or submitting any part of another person’s work as representing ones’ own scholarship
* **Distribution/sharing of class assignments or test information** in either written or verbal form to another student without teacher permission
* **Unauthorized Collaboration** – working with others without the specific permission of the instructor on assignments that will be submitted for an individual’s grade.   This applies to in-class or take-home assignments/homework, projects, tests, or labs.
* **Collusion** – supporting the lack of integrity/honesty by another student, as in allowing one’s work to be copied or submitted for assessment by another.  Collusion also includes the use or sharing of identical or highly similar passages of one’s own work, or the work of another, unless specifically authorized by the teacher.
* **Technology Malpractice** – any misuse or abuse of private or public technology in relation to grades or in acquiring an academic advantage, including infractions of the school technology user agreement, language translation websites, cell phone messaging or picture transmission.

**Printing Policy**: While in the library or lab students have access to a variety of resources at Skyline. However, in order to manage our supplies, increase student accountability, and protect the environment, according to school policy; **students may only print 20 pages worth of material per month**. Once they have hit their limit their printing capabilities will be shut off until next month. If that occurs, students should print page at home, at a private resource center or at the King County Public Library, etc. Typically, however, assignments will be submitted electronically through turnitin.com.

**Grading**:

A 93-100 B 83-86 C 73-76 D 63-66

A- 90-92 B- 80-82 C- 70-72 D- 60-62

B+ 87-89 C+ 77-79 D+ 67-69 F below 60

**Grade Categories**:

Culminating 50% Final articles and advertising will be in this category. Each article will comprise 50 points. *Articles will be submitted to turnitin prior to deadline.*  Attribution to authors/sources is critical, otherwise this might be considered plagiarism. Journalism research essay concerning media-related topics in **MLA** format, along with a preliminary thesis and working outline, and a final outline.

Process 25% Assignments leading up the final article submission, advertising, quizzes, and any smaller assignments.

Participation 15% Timely & completed Article Action Plan per each issue, reliability, respect, attitude, teamwork for general support staff. Distribution attendance required. All staff will be assessed for their demonstrated qualities of teamwork & leadership.

Final Exams 10% Students will take a 1st Semester exam. Semester 2 students will submit a final portfolio and create an InDesign page without notes/assistance (will be provided a pre-written article).

**Grade Rounding:** I do not round grades.

## Teacher meetings: I am happy to meet with students or parents at times that are mutually convenient. Students or parents who wish to meet with me should set up a meeting time in advance. I can be reached at the following locations:

Mrs. Cossano Office 2410K (425) 837-7728 [cossanok@issaquah.wednet.edu](mailto:woldendorpk@issaquah.wednet.edu)

*Please note – if the course is a graduation requirement, the student will need to take responsibility to make up the course requirement on their own, i.e. summer school, correspondence course, etc. as approved by the student’s school counselor.*

*Sign and detach the slip below. Turn in to Ms. Woldendorp by Wednesday 9/13 for maximum assignment grade; point count, lessens thereafter.* ***Keep the remainder of this contract and tips in your binder for daily reference; also available on Ms. Cossano’s website***

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* *I have reviewed the grading criteria, tardy policy, printing policy, and plagiarism policy for this course. I clearly understand the importance of daily checking Ms. Cossano’s web site, and promptly attending class.*
* *Should I have any questions about what is expected of me, etc., I will make an appointment with Mrs. Cossano.*
* *I understand that in order to pass the class, each student must submit every article for publication.*

*Student’s name (printed* ***and*** *signed)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*

*Parent/Guardian’s name (printed* ***&*** *signed)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*

*Parent/Guardian’s* ***email & phone***: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Any additional notes of concern: