

# JOUR 110: WRITING, REPORTING AND ETHICS I

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**Special Note: It is to your advantage to utilize my office hours! If you are unavailable during my office hours, I encourage you to make an appointment to see me at other times. Please feel free to call my cell phone if you have an emergency.**

## COURSE DESCRIPTION

**Pre-requisite: A grade of “C” or better (not C-) in English 155 (or an equivalent course).**

Journalism 110 is a core class for journalism majors. In essence, I will teach you what it *means* and what it *takes* to report the news journalistically. You will learn Associated Press style punctuation, quotation and attribution, and other fundamentals of news editing. More importantly, you will understand how a professional ethics functions as a foundation of news judgment and the values practiced by professional journalists.

I want to warn you that this class will operate as a professional newsroom. It is very important that you manage your time well while working on stories. You need to think fast, and know your stuff cold, have a pinpoint accuracy, and write rapidly.

In addition, you need to become a “news junkie.” Good reporter reads everything, constantly monitors changes in the community and around the world. I will give weekly current event quizzes so you can develop that habit of reading the news.

Also, in this class, we will talk about urgent issues in journalism industry, such as decline of news industry, multimedia news reporting, and legal and ethical dilemmas of news reporting.

Journalism majors must get “C” or better grade in this course in order to move on in the program.

## STUDENT LEARNING OUTCOME

The primary objective of this course is to introduce you to the basic concept of journalistic news reporting and the necessary techniques of news writing.

This course will help students...:

- Apply the basic skills of good reporting and writing
- Understand the basic news story elements and organization (Inverted Pyramid)
- Make sound news judgment
- Apply critical thinking skills related to story development
- Apply observation skills
- Develop information-gathering and research skills
- Learn how to use the Internet search engines and other electronic resources
- Probe the issues surrounding public access and public records
- Examine the need to uphold core journalistic decision-making values requiring fairness, balance, accuracy, credibility
- Explore the importance of a free press and watchdog functions in a democratic society
- Understand and adopt the various ethics codes and canons that guide the journalism professions.

## REQUIREMENTS

- Carol Rich. *Writing and Reporting News: A Coaching Method* Sixth Edition. Belmont, CA: Thomson/Wadsworth, 2007
- *Associated Press Stylebook and Libel Manual*
- Read *The Los Angeles Daily News* and *The Sundial* everyday
- Portfolio (three-ring binder) for back-up copy and re-writes
- Portable USB Hard Drive
- User name and password for your Moodle account
- Email account that you will check at least twice a day

## ASSIGNMENTS AND GRADING

The best way to get a good grade in this course is to invest significant time, effort and care on the assignments. The surest way to get a poor grade is to do the work at the last minute, turn the work in late (or not at all), ignore assignment guidelines, fall behind on reading and/or not be prepared for quizzes and discussion.

Moodle will be used as a primary vehicle to distribute assignments and grades. Therefore, you should visit Moodle at least two times a day.

Your assignments include: Current event quizzes, AP stylebook quizzes, writing assignments, and ethics paper.

### Current Event Quizzes

At least 10 current event news quizzes will be given. Each will consist of five open-ended, short-definition questions. You may drop your one lowest quiz score. All quiz questions will come from *The LA Daily News* and/or *The Sundial*.

Current event quizzes CANNOT be made-up (regardless the student has an excused or unexcused absence). Students arriving to class after the quiz has been handed out will not be permitted to take the quiz.

#### AP Stylebook Quizzes

At least 10 current *AP Stylebook* quizzes will be given. Each will consist of multiple-choice questions on the week's assigned stylebook readings. You may drop your one lowest quiz score.

#### Textbook Quizzes

At least 10 quizzes on the assigned textbook chapters will be given. You may drop your one lowest quiz score.

#### Writing Assignments

You must keep all in-class writing assignments and quizzes in your portfolio binder and submit it at the end of semester.

There will be a total number of at least 15 writing assignments throughout the semester. And three of those writing assignments will be out-of-classroom assignments covering speeches, forums or meetings. I will assign them as real-life newsworthy event occur on campus or off campus. For those stories, you must include your original raw reporting notes. These notes include all information used in stories, plus sources' names and contact information, phone numbers and/or email addresses, etc. Stories will not be accepted unless sources' first and last name, age, major, and contact information are attached.

You will get extra credit for publishing your stories in *Daily Sundial*. However, the editor, not the instructor, will decide whether your story is publishable or not.

All written work must be typed, and must be free of spelling and typing errors. The student must take responsibility for his or her work and approach ALL assignments in a professional manner. Assignments **WILL NOT** be accepted unless they are **typed and double-spaced, using a 12-point Times New Roman font.**

#### Ethics Paper

You will write an analysis of movie "Shattered Glass." This paper is due at the end of the semester and more detailed instructions will be provided later in class.

#### Participation/Attendance

Absence, tardiness, and lack of participation will negatively influence not only your participation points but also your overall class performance. A lot of information will be covered and discussed in class. A lot of one-on-one guidance will be given during the class time. You will not be able to make up for those dynamic learning opportunity if you don't attend or actively participate in class.

## Overall Grading Scheme

Current Event Quizzes	20%
AP Style Quizzes	
Textbook Quizzes	
Writing Assignments	50%
Midterm Exam	10%
Final Exam	10%
Journalism Ethics Paper	5%
Attendance/Participation	5%
	100%

Your final grade for this class will be calculated according to the following grading scale:

### Grading Scale:

A	B	C	D	F
100 – 94 = A	89 – 87 = B+	79 – 77 = C+	69 – 67 = D+	59 or < = F
93 – 90 = A-	86 – 83 = B	76 – 73 = C	66 – 63 = D	
	82 – 80 = B-	72 – 70 = C-	62 – 60 = D-	

## ACADEMIC HONESTY

IMPORTANT! The Journalism Department is committed to the highest standards of academic excellence and integrity. Plagiarism and other forms of cheating will not be tolerated. Anyone caught cheating will receive a failing grade in the class and will be reported to the University to the Dean of Students for possible further disciplinary action.

The work you turn in must be a result of your own research and writing. Do not “lift” second-hand sources, such as quotes and statements already published in a newspaper, press release, magazine, or web site. You must contact your source by yourself and get your own information. Do not use facts, quotes, or statements if you cannot produce proof of authenticity.

This also means that you must properly attribute any information you acquired from the Internet. Passing this information off as your own is a violation of CSUN’s plagiarism policy, and carries the penalties outlined above. For a further explanation of the behavior defined as cheating, and a more detailed discussion of disciplinary procedures, consult the 2009-2010 CSUN Catalog.

## CLASSROOM CONDUCT

- You are not allowed to surf the Web in my classroom.
- Completely turn off your cell phone, iPhone, Blackberry, iPod, etc...
- Do not send or receive text messages!
- If you come to class late, **you are responsible** for getting your name checked on the class roll before you leave the classroom; failure to do so will result in an absence.
- A lot of material will be covered in class. You are expected to get any notes or assignments you missed from your classmates. Do not expect me to explain what was missed during a three-hour class.
- Current event quizzes **CANNOT** be made-up (regardless the student has an excused or unexcused absence). Students arriving to class after the quiz has been handed out will not be permitted to take the quiz.

## DEADLINES

While I am aware that university life demands that you juggle many competing priorities, I know that deadlines are extremely important in journalism and critical for this class. Publications and editors depend on reporters to complete assignments on time. Your success in this class will depend on timely work.

Make-up assignments and exams (not quizzes) will **ONLY** be given if the student meets the university's excused absence policy **AND** if the student notifies me within 24 hours from the missed class via phone or email.

Assignment missed due to un-notified absences **CANNOT** be made up even if you have valid excuses. **Do not ask for after-the-fact exceptions. Again, if a student fails to notify me within 24 hours of missing class, the late assignment will not be considered for acceptance at all.**

## EQUITY AND DIVERSITY

Students in this course are strongly encouraged to make every effort, with the instructor's help, to include people and subjects in their assignments that have been marginalized by the mainstream media. Such people include ethnic, racial and religious minorities, gay and lesbians, the elderly, the disabled, and poor, etc... This is meant to ensure that you understand the social responsibility of journalist in a pluralistic democratic society.

### STUDENTS WITH DISABILITIES

"It is the policy of the CSU to make information technology resources and services accessible to all CSU students, faculty, staff and the general public regardless of disability."

The California State University System is undertaking coordinated effort to bring the CSU into compliance with federal and state laws pertaining to the Americans with Disabilities Act.

Under Section 508, agencies must give disabled employees and members of the public access to information that is comparable to the access available to others.

This syllabus is available in alternative formats upon request. Please contact me if you have disabilities. Students with disabilities are responsible for making their needs known to the instructor, and seeking available assistance, in a timely manner. Contact Center of Disabilities at (818) 677-2684 ([www.csun.edu/cod](http://www.csun.edu/cod))

## ACKNOWLEDGEMENT

This syllabus outlines the conditions and requirements of the class. Acknowledgement of it implies an agreement to abide by the standards set forth within. It is up to all students to familiarize themselves with the course syllabus and to refer to it regarding class procedures. Course outlines are subject to change. Written assignments and homework will be announced weekly. Assignments will be added, subtracted or altered depending on class progress, video availability, guest speaker's schedules and any unforeseen circumstances.

\*Pending Approval of furlough days for faculty.

<b>J110 M/e Fall 09 Timeline</b>				
<i>(subject to change as real-life journalistic learning opportunities emerge)</i>				
<i>Week</i>	<i>Day</i>	<i>Topic</i>	<i>AP Quiz</i>	<i>Textbook Quiz</i>
1	1/3	Introduction: What is journalistic news writing?		Get textbooks, syllabus, WebCT, AP Stylebook, <i>LA Daily News</i>
2	9/31	Journalists and News Values/Five Ws and One H: Ch. 1 Social Responsibility of the Press: Ch. 13, 14		Ch. 1, 13, 14
3	1 2/7	<b>9/7 Labor Day</b> Quotation & Attribution: Ch. 2	A-B	Ch. 2
4	9/14	Quotation & Attribution: Ch. 2 (continued)	C-D	
5	3/7	Leads, Nut Graphs and Inverted Pyramid: Ch. 2, 7-8	E-F	Ch. 7-8
6	9/28	Leads, Nut Graphs and Inverted Pyramid (continued)	G-K	
7	2	Disasters & Tragedies: Ch. 23		Ch. 23
8	5/6	<b>Midterm/AP Jeopardy! A-K</b>		
9	10/19	Interviewing Techniques: Ch. 5	L-M	Ch. 5
10	5/13	Interviewing Techniques: Ch. 5 (continued)	N-O	
11	5 1/2	Covering Speeches, News Conferences, and Meetings: Ch. 18	P	Ch. 18
12	1 2/9	<b>11/11 Veterans' Day</b>		
13	11/16	Covering Speeches, News Conferences and Meetings (continued)	Q-S	
14	11/23	Broadcast Writing and Public Relations Writing: Ch. 9	T-V	Ch. 9
15	11/30	Ethics AP Jeopardy! K-Z	W-Z	Ch. 22
16	1 5/7	Ethics		
17	6/7	<b>Final Exam 8-10 p.m.</b>		

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