

**J200, Reporting, Writing and Editing I**  
**Summer II, 2014**  
**1 — 3 p.m., Monday, Tuesday and Thursday, Crestview 106**

Professor: Ron Allman  
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Office hours: By appointment only

**Course Objectives:** This course will help you write clear and concise in a journalistic style. It will teach accurate and thorough reporting. It will teach basic news editing and style. These skills will be useful in newspaper and magazine writing as well as electronic media and any type of journalistic communication.

**Students with Special Needs:** If you require any special assistance in meeting the class requirements due to a certified disability, please see me after class or during office hours within the first week of the session. Special accommodations or alternative-format materials will be made available. Students with disabilities may want to contact the Office of Services for Students with Disabilities.

**Required Texts:** "Inside Reporting: A Practical Guide to the Craft of Journalism," Tim Harrower, second edition; The Associated Press Stylebook and Libel Manual

**Reading/Homework Assignments:** All reading assignments will be read before class and you should be prepared to discuss the reading assignment in class. All homework assignments are to be completed before class. Homework assignments will be used as the basis for class discussions. Participation in class discussions is part of your grade.

During this course, pay close attention to the media. You should read the newspaper every day, as well as watching television news or listening to radio news. The Internet is also a valuable source of news.

**Attendance, Punctuality and Deadlines:** You should plan to attend all class sessions, to participate in class and to stay for the entire class period. It is university policy that attendance is mandatory. Excessive absences will result in a grade of "F." Medical appointments, job interviews and part-time or full-time jobs are not considered valid excuses for absence. Make-up work is strongly discouraged and will only be granted in special circumstances. All assignments are due at the beginning of class on the day they are due. *No late assignments will be accepted.*

**Class Interruptions (Computers, Cellular Phones, Pagers, Et Cetera):** Computers will only be used for class work during class time. You can check Facebook after class. Cellular phones and pagers will be turned off during the class time. Please inform those who might wish to contact you during class time that your devices will be turned off. Those creating these interruptions will be asked to leave the class and will be considered absent.

**Grading:**

*Homework:* You will have 15 homework assignments to turn in that will be used as the basis for class discussions. These homework assignments will be *printed* and turned in at the end of class after the discussions. These assignments will be graded on a pass/fail basis. If you satisfactorily complete the assignment, you get credit for the assignment. If you do not do the assignment or do not adequately complete the assignment, you will not get credit. Homework assignments will make up 20 percent of your final grade.

*Exam:* There will be a final exam on the last day of class. This exam will make up 20 percent of your final grade.

*Stories:* You will write two stories. Story assignments will be given in class. These stories should be at least three pages, double spaced. They will be turned in printed out and stapled. These papers should be free a grammar and style errors. Each paper will be worth 30 percent of your final grade.

There will be no extra credit opportunities. Your writing will be graded on content as well as form. Papers should be free of grammatical errors. Papers will be organized, clear and concise. Papers will be printed with the text double spaced.

### *Class Schedule*

<b>June 30</b> For Next Class	<b>Introduction / What is “news”?</b> <ul style="list-style-type: none"><li>• Read Chapter 2</li><li>• Homework Assignment 1</li></ul>
<b>July 1</b> In Class For Next Class	<b>Interviewing</b> <ul style="list-style-type: none"><li>• <i>Homework Assignment 1 Due</i></li><li>• Read Chapter 4</li><li>• Homework Assignment 2</li></ul>
<b>July 3</b> In Class For Next Class	<b>Note Taking</b> <ul style="list-style-type: none"><li>• <i>Homework Assignment 2 Due</i></li><li>• Homework Assignment 3</li></ul>
<b>July 7</b> In Class For Next Class	<b>Attributions / Quotes</b> <ul style="list-style-type: none"><li>• <i>Homework Assignment 3 Due</i></li><li>• Homework Assignment 4</li></ul>
<b>July 8</b> In Class  For Next Class	<b>Sources</b> <ul style="list-style-type: none"><li>• <i>Homework Assignment 4 Due</i></li><li>• Story 1 Assigned</li><li>• Homework Assignment 5</li></ul>
<b>July 10</b> In Class For Next Class	<b>Observation</b> <ul style="list-style-type: none"><li>• <i>Homework Assignment 5 Due</i></li><li>• Homework Assignment 6</li></ul>
<b>July 14</b> In Class For Next Class	<b>Parts of a Story / Leads</b> <ul style="list-style-type: none"><li>• <i>Homework Assignment 6 Due</i></li><li>• Read Chapter 3</li><li>• Homework Assignment 7</li></ul>
<b>July 15</b> In Class	<b>Journalism Writing</b> <ul style="list-style-type: none"><li>• <i>Homework Assignment 7 Due</i></li><li>• Read Chapter 5</li></ul>
<b>July 17</b> In Class For Next Class	<b>Story Ideas</b> <ul style="list-style-type: none"><li>• <i>Story 1 Due</i></li><li>• Read Chapter 5</li><li>• Homework Assignment 8</li></ul>
<b>July 21</b> In Class  For Next Class	<b>Narratives</b> <ul style="list-style-type: none"><li>• <i>Homework Assignment 8 Due</i></li><li>• Story 2 Assigned</li><li>• Read Chapter 6</li><li>• Homework Assignment 9</li></ul>
<b>July 22</b> In Class For Next Class	<b>Features</b> <ul style="list-style-type: none"><li>• <i>Homework Assignment 9 Due</i></li><li>• Homework Assignment 10</li></ul>

<b>July 24</b>	<b>Profiles</b>
In Class	• <i>Homework Assignment 10 Due</i>
For Next Class	• Homework Assignment 11
<b>July 28</b>	<b>Style</b>
In Class	• <i>Homework Assignment 11 Due</i>
For Next Class	• Become Familiar with the AP Stylebook
	• Homework Assignment 12
<b>July 29</b>	<b>Editing</b>
In Class	• <i>Homework Assignment 12 Due</i>
For Next Class	• Homework Assignment 13
<b>July 31</b>	<b>Headlines</b>
In Class	• <i>Homework Assignment 13 Due</i>
For Next Class	• Homework Assignment 14
<b>August 4</b>	<b>Law</b>
In Class	• <i>Story 2 Due</i>
	• <i>Homework Assignment 14 Due</i>
For Next Class	• Read Chapter 7
	• Homework Assignment 15
<b>August 5</b>	<b>Ethics</b>
In Class	• <i>Homework Assignment 15 Due</i>
For Next Class	• Read Chapter 7
<b>August 7</b>	<b>Final Exam</b>