

JOUR 21A (3 units)
News Writing & Reporting
Online with synchronous Zoom sessions

De Anza College
Winter 2022

INSTRUCTOR:	Farideh Dada
EMAIL:	dadafarideh@fhda.edu
WEBSITE:	www.journalismdada.wordpress.com
CLASS HOURS via Zoom:	Wednesday 11:30 a.m. to 12:45 p.m.
OFFICE HOURS:	“Virtual” office hour each Wednesday from 10:30 a.m. to 11:30 a.m. This means students may go online and send the instructor emails and expect immediate responses. Also, individual Zoom video meetings can be set by appointment.
CLASS/OFFICE LOCATION:	Online via Zoom and on Canvas
ZOOM LINK:	Use this link to attend the Zoom sessions. Meeting ID: 931 5241 9048 Passcode: 683519
REQUIRED TEXTS:	<ol style="list-style-type: none">1. <i>Inside Reporting, a Practical Guide to the Craft of Journalism</i> By Tim Harrower, McGraw-Hill, 2012, Third edition, ISBN: 97800735261712. <i>The Associated Press Stylebook</i> 55th edition, ISBN: 9780917360695 Publisher: The Associated Press, 2020
RECOMMENDED TEXTS:	<ul style="list-style-type: none">* <i>Dynamics of News Reporting and Writing: Foundational Skills for a Digital Age</i> By Vincent F. Filak* <i>The Elements of News Writing</i> By James W. Kershner
BOOKSTORE:	To purchase the required textbooks from the campus bookstore, use this link .
PREREQUISITE:	English Writing 1A or English as a Second Language 5

NOTE ABOUT THE CLASS:

Please know that our synchronous class session each week is one hour and 15 minutes that will be spent mainly on answering questions and reviewing main topics. You must take responsibility for your own learning by reading chapters and suggested materials, practicing writing, participating and asking questions.

CANVAS INFORMATION:

This course utilizes Canvas, De Anza's Online Learning Community. Please go to the [Canvas website](#) to log in. Please note that you will be unable to log into our classroom until the first day of class. Additional instructions and assistance can be found on the "[Guide to the winter quarter](#)" "[Canvas Student Guide](#)" and the "[Online Education Center](#)" site.

COURSE DESCRIPTION:

Journalism 21A, News Writing and Reporting, gives students the fundamentals of journalistic writing by offering instruction and practice in news writing and reporting, including analysis of print, digital and broadcast news stories. Students concentrate on the language and style of news writing, the organization and structure of news stories, the lead and the basic story types as they gain practical writing experience.

COURSE OBJECTIVES:

When this course is completed, students should be able to:

- Demonstrate a basic knowledge of the fundamentals of news writing and the organization and structure of news stories, including the basics of news gathering and reporting.
- Gather, organize and synthesize information to compile into news stories and write the stories.
- Analyze contemporary news media issues and apply ethical and legal consideration to news writing.
- Prepare news stories for multiple media platforms.

COURSE GRADING:

Grading is based on a 1000-point system. Students must adhere to professional standards, meet deadlines and follow rules of punctuation, grammar, spelling and style. To earn an A in the course, in addition to 900 or more points, a student must turn in all assignments, complete all live reporting assignments and not miss more than two classes.

*A + = 990-1000 points
A – = 900-925 points
B = 826-874 points
C + = 775-799 points
D = 600-699 points

A = 926-989 points
B + = 875-899 points
B – = 800-825 points
C = 700-774 points
F = 599

points or less

*To earn an A+, students must have perfect attendance and participation in addition to earning 990 or more points, not including extra credit.

Your grade will be determined as follows:

130 points: Exercises
100 points: 5 Chapter quizzes
50 points: 5 AP Quizzes
50 points: 5 Grammar quizzes
5 points: Practice quiz
70 points: Discussion questions (2 @ 10 and 2 @ 25)
35 points: Peer review
250 points: 5 Stories
90 points: Final project
50 points: Final blog
50 points: Final video presentation
120 points: Attendance, professionalism, participation and punctuality

IMPORTANT NOTE

**YOU MUST COMPLETE
YOUR FINAL PROJECT,
YOUR BLOG, YOUR
PRESENTATION AND
MAJOR ASSIGNMENTS TO
PASS THE CLASS.**

A student who earns 700 points
but has not done the major
projects will NOT pass.

EXERCISES:

Exercises are designed to practice techniques or strategies covered in the textbook reading or to enhance the reading by putting the ideas into practice.

All exercises should be typed using 12-point font and submitted as a Word document. Save your exercises/stories by using your last name followed by the assignment name (i.e., Dada Exercise 3-1). Do not wait until the last minute to post! Anticipate emergencies and computer/internet/connectivity issues.

QUIZZES:

There are five grammar quizzes worth 10 points each. There are also five AP quizzes worth 10 points each. They are open book but timed.

The chapter quizzes are worth 20 points each. Be sure to read the chapter before taking the quiz. Quizzes are timed. You are allowed only one attempt for each quiz.

DISCUSSION QUESTIONS:

Some weeks you will be asked to respond to a Discussion Question (DQ) relating to the topic being covered that week. You are also required to respond to, at least, two of your classmates' posts. This counts toward part of your participation grade.

FINAL PROJECT:

The final project is due toward the end of the quarter. The final project will involve researching and writing a story on a current trend/issue and possibly publishing it in the student media La Voz News, as well as creating a blog and a video presentation.

FINAL PROJECT, BLOG and PRESENTATION:

Using your localization story as the base, create a blog. You can use any web authoring software or an online site such as blogger, blogspot, Wix, Weebly or Wordpress. You will post your blog link on the Canvas course site then present the blog as scheduled in the form of a 3-5-minute video, briefly explaining your story and demonstrating your web extras.

Here are some blogs from former De Anza students to give you an idea of the scope of the project:

- [Border Patrol Tactical Units make their way to sanctuary jurisdictions](#)
- Gay marriage at <http://deanzacarla.wordpress.com/>
- California budget and students' protests: <http://zahra-y.blogspot.com/>
- National Day to Defend Education: <http://journalism21asusan.blogspot.com/>
- Vampire Fatigue: <http://vampirefatigue.blogspot.com/>
- Employment Optimism: <http://shelgor1.wordpress.com/>
- Also, check out more web links at www.JournalismDada.wordpress.com

Main Components:

- ✓ Use ideas from Chapter 8 and the Online Package Planning Guide in text.
- ✓ Post your story as a blog post. Link key words in the story.
- ✓ Include gadgets such as:
 - Sidebars
 - Multimedia links
 - Interactive options
 - Comments, surveys – if possible, ask friends and classmates to post comments and respond to surveys.
- ✓ Use Canvas Studio, iMovie, Screencast-O-Matic or any other program to record yourself on a video for 3-5 minutes, explaining about your project and your blog.
- ✓ Post the link to your video on Canvas.
- ✓ Double-check the setting. If the video is private, I won't be able to watch and grade it.

PARTICIPATION POLICY:

Active participation in the class is mandatory. You should attend Wednesday Zoom classes. Also, you should be active on Canvas. The instructor may drop any student who has not logged into the Canvas course site for more than seven days. You are also required to post responses to the Discussion Questions, as well as comment on your classmates' posts. Replying to your classmates counts toward your participation points. You need to log on to Canvas, at least, twice a week and turn in assignments.

REQUIREMENTS:

- Read the textbook and assigned readings.
- Complete discussion questions, exercises, quizzes, stories and final projects.
- Rewrite assignments as required.
- Participate in class discussion (via posts on Canvas and in Zoom sessions).
- Share your work with others when requested.
- Edit others' work.

ATTENDANCE POLICIES:

Attendance in the Zoom meetings is mandatory. You must attend every class for the first two weeks of the quarter, or you may be dropped. If you miss more than one class before the last day to drop with a W, the instructor may drop you. Arriving late to class or leaving early is a distraction. Therefore, if you are late three times or leave the class early three times, it will be considered as one absence. If you cannot be in class, please communicate ahead of time so that we might try to make other arrangements.

ZOOM ETIQUETTE:

- Professionalism is a must.
- Join using a computer or a laptop, but not a phone.
- Join early – Up to five minutes before the meeting starts.
- Have your video on throughout the meeting.
- Use your real name to be admitted to the class
- Write your name in the chat box and say hello once you join
- Write your name in the chat box and say bye once you leave
- Mute your microphone when not talking.
- Find a quiet space without interruptions and background noise.
- Have a plain background – avoid virtual backgrounds. They might be distracting or inappropriate.
- Avoid backlight from bright windows behind you.
- Avoid doing other tasks, including checking emails, texting, shopping, eating, sleeping, driving, etc.
- Leave your phone away from you, so that it won't be distracting.

- Wear appropriate clothes.
- Do not eat or drink during the meeting.
- Do not bring your pets, children or anyone else to the Zoom meeting.
- Be prepared, have a pen and paper ready and take notes.
- Use a bathroom before class begins.

CLASSROOM POLICIES:

- You must be in the Zoom class no later than 11:30 a.m. Wednesdays.
- Be courteous.
- Review the syllabus and the class schedule every session.
- Do not disrupt the class by leaving early or coming late.
- Do not schedule personal appointments that conflict with the time the class meets.
- Any student disrupting the class may be asked to leave the class. Administrative follow-up may result. Examples of inappropriate behaviors during class include displays of contempt; disturbing others; being in Zoom class session while in bed; talking when someone else is talking; sleeping; using music players, cellphones and video games; texting and working on other class assignments during class.
- DO NOT ask for extension of deadlines. DO NOT turn in assignments late.
Deadlines are final!
- **ALWAYS** keep a copy of your submissions as a backup in case something happens to the one posted. This is especially important in an online class since (electronic) stuff happens.
- When contacting the instructor, it is preferred you send an email or use the inbox messaging on Canvas. Be sure to write **STUDENT** or **JOUR 21A** in all caps in the subject line, along with the subject. That way it won't be confused with spam.
- Schedule your time appropriately; I may take up to 48 hours to respond to queries. If I don't reply after two days, feel free to remind me.
- Don't procrastinate. Start work early in the week. Sometimes the internet or the Canvas course site may be down later in the week or you may have some other emergency. Plan ahead, especially for the projects, which are lengthy and require research.
- Look ahead at the assignments, if the modules are open, and work ahead if you have the time.

NOTE: I understand your possible reasons for not doing your assignments or not being in our virtual class. You have my complete sympathy, compassion and support, but the class has requirements that need to be met.

We are starting the quarter in a strange time of virus crisis and social distancing. Please know that the current situation is hard for all of us, but by enrolling in this course, you are committed to complete the requirements of the course. Please be sure that you can handle the course and manage your time while you are taking care of your mental health and dealing with the current crisis.

If, for any reason, you feel you are not ready to complete the course, retake it

whenever you feel ready. You earn your own grade. If you don't meet the requirements, you won't pass successfully. **Deadlines MUST be met.** Your success is my goal. If you would like to consult, please contact me.

ACCADEMIC DISHONESTY:

Original work is required for this class. Papers from other classes are not accepted. Journalists have only one thing to offer: credibility. Making things up – quotes, people in stories, facts – and stealing the words of another writer or failing to give proper attribution to information obtained from other sources are deadly sins in journalism. The instructor may cross-check story submissions via Turnitin. There is a zero-tolerance policy in this class regarding plagiarism, fabrication and cheating.

PLAGIARISM: To plagiarize is to “steal and use (the ideas and writings of another) as one's own.” Plagiarism (copying work or cheating) is grounds for probation and/or suspension from the college. Any student who cheats on an exam, plagiarizes from somebody's work or lifts information from sources without citing those sources will receive a 0 for that assignment and a grade no higher than a C for the course. If you are uncertain about the college's policy on academic misconduct, please refer to the [Academic Integrity](#) section. An online site about plagiarism with suggestions on how to avoid it is available at the [Purdue University Online Writing Lab](#).

ASSIGNMENTS:

- Follow instructions and submit your assignments as instructed.
- All assignments should be typed and double-spaced.
- Use 12-point Times New Roman font.
- All assignments should be proofread for accuracy, grammar, punctuation, style and spelling. Errors of spelling, punctuation, grammar and AP style will result in the loss of points and a lower grade. Typos are considered spelling errors.
- All stories should include a headline.
- Save your work by using your last name followed by the assignment name (i.e., Dada Editorial or Dada 6-2).
- Use a dictionary ([Merriam Webster dictionary](#) is preferred.) and the [AP Stylebook](#).
- Late assignments may not be accepted and won't receive full credit.
- All deadlines are final. Meeting deadlines is an essential part of journalism.
- The instructor is not responsible for stories lost because of system failures in your computer, the Canvas site or the email network.
- Save all your stories and assignments in a portfolio.
- Reviewing, editing and grading your friends' articles are part of your assignments.
- Be prepared for your work to be shared and posted publicly online.
- Save all your stories and assignments as back-up.
- Don't wait until the last minute to post!

- Usually content dictates the length of assignments. Length depends on how many words are needed for a story to be told; unless the required word count is mentioned in the instruction.
- Tell your stories concisely, but with enough details to tell the reader the “who, what, where, when, why, how” and “so what” of a story.
- You will be penalized for omitting important facts.
- You are responsible for any missed classes or assignments. It is your responsibility to ask other students or the instructor about your assignments.
- AP practices are part of your assignments. You may be asked to present an AP lesson and teach your classmates. More details will be given in the class.
- Certain assignments must be published on YouTube and some must be posted to your blog and their links should be posted on the Canvas course site.

Your blog post and video post should look like this:

Headline

Byline (Your name)

The link to your blog/video (www. ... The rest of the address)

WARNING: A factual error, such as misspelling someone’s name, will result in a lower grade. A gross error, such as a potentially libelous statement, plagiarism, fabrication, etc., could result in an F for a story. Reporters must get the facts right.

IMPORTANT DATES

Jan. 3: First day of winter quarter

Jan. 15: Last day to [add classes](#)

Jan. 17: Last day to [drop classes](#) without a W

Jan. 17: Martin Luther King Jr. Holiday - no classes, offices closed

Jan. 28: Last day to request "[Pass/No Pass](#)"

Feb. 18-21: Presidents' Holiday - no classes, offices closed

Feb. 25: Last day to [drop classes](#) with a W

March 1: Last day to file for fall [degree or certificate](#)

March 21-25: [Final exams](#)

March 23: Final day of this class

DROPPING THE CLASS

- Drops: Make sure to check the Academic Calendar for deadlines. I may drop any student who has not attended class or logged into the classroom for seven or more consecutive days, but you are responsible for dropping if you decide not to attend the class. Please see “[How to Drop Classes](#)” for regulations, dates and procedures for dropping classes.

- Students who have excessive absences or are not keeping up with assignments may be dropped by the instructor.
- Students who disappear and do not drop by the final “Drop with W” deadline will receive an “F.”

SUPPORT SERVICES

All services are available to students [online](#) during this social distancing time.

STUDENTS WITH DISABILITIES: If you have a disability-related need for reasonable academic accommodations or services, contact the instructor during the first week of class and provide her with a Test Accommodation Verification Form (also known as a TAV form) from Disability Support Services (DSS) or the Educational Diagnostic Center (EDC). Students are expected to give a five-day notice of the need for accommodations. Students with disabilities can obtain a TAV form from their DSS counselor (864-8753 DSS main number) or EDC adviser (864-8839 EDC main number). Again, all services are available [online](#).

STUDENT SUCCESS CENTER

Need help with this course? Want more personal connections this quarter? Student Success Center tutors and workshops are ready for you! Watch the [SSC Welcome Video](#) to learn more.

Tutoring: Go to the [Student Success Center website](#) and click to join a Zoom tutoring room during open hours.

Workshops: Attend a [Skills workshop](#), a [content-specific math/science workshop](#), an [Accounting Chapter Review workshop](#), or a [Listening and Speaking workshop](#).

Resources: Join the SSC Resources Canvas site to see content and learning skills links.

After-hours or weekend tutoring: See the [Online Tutoring page](#) for information about NetTutor (via Canvas) or Smarthinking (via MyPortal).

Studies show that students who participate in tutoring, group study, or workshops for three or more hours succeed at much higher rates than those who do not.

CAREER SERVICE

The [Career Service](#) office offers workshops and resources to assist students in choosing a major, finding a job or planning a career. You can use the online scheduler to arrange an online meeting with a Career Services counselor.

COURTESY/EQUITY

In the discussions, I expect students to be professional and courteous, to listen to one another, and to show tolerance and respect for varying viewpoints. Students who exhibit inappropriate behavior will be docked points and/or excused from the class. All persons, regardless of gender, age, class, race, religion, physical disability, sexual orientation, etc., shall have equal opportunity without harassment in this course. Issues can be discussed in confidentiality with the instructor.

EXTRA CREDIT

1. Write extra stories for La Voz. (Does not include stories required for other classes.) You can get a maximum of 25 extra points per story by writing assigned news or feature stories for La Voz – not if you are a La Voz staff.
2. Get your news or feature story published in a commercial newspaper. Turn in a clipping with your byline for up to 25 extra points per story.
3. Go see a journalism speaker and write a two-page story or report. Speakers in a class in which you are enrolled do not count! (Maximum 25 points).
4. Have an informational interview with a media or public relations professional (not someone you meet in class) about his or her career; write a two-page report. Up to 25 points. (See me for approval.)
5. Other extra credit assignments may be assigned throughout the class.

Note: Maximum points= 75 points.

NOTE: You are responsible to read and understand the entire syllabus.