

J3700 FUNDAMENTALS OF PHOTOJOURNALISM

001 (6778) Tu 11:10AM - 2:00PM and 002 (13547) Th 2:25PM - 5:15PM

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Office Hours: Thursday 12:30 – 2 p.m., by appointment.

Communication Expectations: Please communicate with me via Canvas. It is the primary means of contact for class-related matters, and I will respond within one business day. Everyone is expected to communicate professionally in all forms and must write clear, informative subject lines. Include all relevant information, such as dates and your expectations. Offer suggestions for your issue or possible solutions. Please text me immediately if you have a problem or an urgent matter, and I will respond promptly. Call and text in case of an emergency. I am available.

The CLEAR office has a webpage for students that provides [Online Communication Tips](#).

COURSE DESCRIPTION

This course teaches the fundamental skills and methods of photojournalism. In other words, teaching you to *see* and *make* storytelling pictures. A photographer does not simply “take” great pictures. They thoughtfully create an image, thinking through the possibilities and settings, often planning and anticipating the image while mentally applying technique. The application of photographer knowledge and skills, along with the act of making the image, often happens in a split second as unconscious cognition takes over; the photographer acts without thinking.

Talent and Not Missing: As [great photographer Neil Leifer put it](#), when the right moment occurs, and the photographer is in the right place, with luck or serendipity on their side—they don’t miss the picture. Training and skill come into play as they apply technique and aesthetics. This sums up the difference between a good photographer and a great one: not missing often, or at all.

Practice and look at others’ photos: Two things must happen to make this possible. Repeatedly practicing the skills and applying techniques, and immersing oneself in and analyzing the work of others while reflecting on one’s own. The mental and physical processes and actions of a photojournalist do not occur naturally, nor does talent strictly guide it. A photographer must practice and be aware repeatedly, constantly learning, trying again and again until the receptive photographer naturally responds to the instant. That photographer must immerse themselves in the work of others, analyzing and studying it, making comparisons, while reflective and critical of their photographs.

Seeing and Learning What Makes a Good Photo: In this course, we will journey together and learn how to *see* the unseen, visualizing the world with an eye for light, color, composition, moment, and story. We will analyze photojournalists’ images and yours to learn what makes a great picture and recognize it. You will make more pictures this semester than you have in your lifetime. You will meet and talk to strangers, and tell their stories. The class will discuss the professional and ethical norms and standards of photography and

photojournalism. We will discuss contemporary issues and photojournalism's goal of showing what others cannot see or ignore, what should change, and what deserves appreciation.

This course covers image production and digital post-production, candid documentary observation, editing, photography critique, visual news judgment, photojournalism writing, and the ethical and legal aspects of photography and publication. Assignments require students to explore various photographic subjects outside of class. The course also prepares students to solve problems that may arise during coursework, fieldwork, photography, and reporting. It offers an overview of the history of photojournalism that laid the foundation for today's profession, while considering technological advances and the evolving business practices and opportunities in the field.

COURSE STRUCTURE

This course will be administered through the Canvas learning system and taught in person. The class will meet weekly at the assigned time. The classes are highly interactive, and we may leave the classroom for skills exercises as a class or in small groups. Class attendance is critical. Peer review is integral to this course. Canvas participation is imperative. Students must participate in asynchronous, interactive Canvas discussions and critique their peers' work. These will count toward the final grade. Please note that these activities may or may not be outlined in the syllabus.

COURSE PREREQUISITES OR OTHER RESTRICTIONS

Students must have completed JOUR 3300 and either JOUR 3321 or JOUR 3323. Students must be a declared Journalism Major or have Minor status. Students who don't meet prerequisites must have consent from the Mayborn School of Journalism and the instructor.

COURSE OBJECTIVES

By the end of this course, students will be able to:

- Produce pictorial photography that meets high aesthetic standards.
- Write accurate, lively, and appropriate captions in AP-style for every photo.
- Practice candid photojournalism.
- Apply conventional journalism style for photojournalism.
- Adhere to the National Press Photographers Association Code of Ethics.
- Practice and follow the field's norms and standards. To be clear: We do not fake photos.
- Understand the basic history of photography and photojournalism in the United States.

You will be empowered to:

- Evaluate photojournalism utilizing aesthetic and journalistic frameworks.
- Create bold pictorial photography that meets high aesthetic standards.
- Tell stories intimately by capturing candid expressions of emotion and interaction.
- Engage strangers and create immersive reportage with pictures and words.
- Think critically about the role of photojournalism in journalism and in society.
- Actively express criticism constructively and accept constructive feedback.
- Practice resiliency and overcome technical and reporting obstacles.

COURSE REQUIREMENTS

This course requires weekly photography assignments, written critiques, detailed reporting and caption writing, and story research. You will be graded on your photography skills and writing ability. The course requires some facility with computers for processing photography and audio and transmitting those files. The course will also likely require learning new computer software, largely on your own time, including Adobe Photoshop, Bridge, and Premiere Pro, Lightroom Classic, and other software as indicated.

Students at UNT have access to free software tutorials on [LinkedIn Learning](#).

Foundational Skills - Singles

This course will proceed through a series of “foundational skills” assignments in which students will experiment with creating the building blocks of visual storytelling. The foundational skills assignments include exercises in controlled exposure, rich pictorial photography, portraiture, action photography, and capturing candid emotion and interaction.

Narrative Skills – Essays and Stories

The course also includes narrative “story” assignments in which students will submit multi-photo “packages.” Students will learn to combine multiple still images into narrative photo essays and stories, leveraging action, emotion, interaction, detail, sequences, and symbolism.

Included are a History Exam, Weekly Quizzes (readings, lecture, guest speakers, discussion), Additional Assignments, and Participation. See “Grading.”

PROFESSIONAL STANDARDS AND TECHNOLOGY:

Ethics: In this class, we follow the NPPA Code of Ethics guidelines for making images and respecting subjects. All coursework is considered public, not private information. Only submit work you would publish, enter into contests, and feel comfortable publicly exhibiting online.

Professionalism: In this class, we perform and act as professionals, which includes communication, classwork, in-class discussions, assignments, and so forth. This is preparation for a career in journalism, and the expectations are the same as if you were working for a publication or as a freelancer. A portion of your grade will consider professionalism. This grade includes completing assignments according to the protocols established in the syllabus and class. This includes whether you have the proper technology listed in the next section, use the proper software, follow file-naming conventions and logistics, and use AP Style where required, such as captions and summaries.

Best advice: Follow directions and fulfill assignment requirements. If you or your submitted work does not follow guidelines, such as captions, contact sheets, reflections, or the like, the assignment may not be graded, and the student may receive a “0” in the gradebook. Changes to particular assignments, protocols, or requirements will be announced in class, added to an assignment, or changed in the syllabus. These requirements apply to how the student does their work, the logistics of preparing it, using software, and how it is submitted.

Professionalism requirements include:

- Proper software (Photoshop, Bridge, and any others as specified)
- Completing assignments (images, captions, contact sheets, reflections)
- File naming conventions

- Accurate, well-written captions
- Journalistic writing
- Following AP Style
- Complete Metadata and IPTC data
- Assignments submitted as directed in Canvas or class

Professional requirements apply to organization and logistics protocols:

- Assignment and project organization
- Naming
- Filing and submitting images and written assignments
- Bring to every class all assignments, including Finals, Selects, and Outtakes

Staying organized is essential in video production. It helps students record and edit efficiently, improves class outcomes, and prepares *you* for future employment. At times, spot checks or verification may occur, such as a screenshot turned in with the assignment or checking a student's work in class. This verification requirement means you must bring *all* files to class each week on a portable hard drive.

Professionalism requirements apply to equipment. Each student must have the following:

- Portable hard drive: minimum 500GB storage
- SDHC card: A new SDHC Class 10/U1/U3 memory card with a minimum of 32 GB and a read speed of at least 120 MB/s

You must have these items by Week Two (Aug. 25/27) of class. The hard drive lets you save projects and assignments and take them to class or the Mac Labs for work and showing. An SD card ensures you have a working card at all times without relying on equipment checkout. You need a hard drive to work from and organize and store your files. There will be a surprise hard drive check worth 100 points.

Technology:

- Access to a computer (PC or Mac) running current versions of Adobe Premiere
- Special discounted subscriptions to Adobe Creative Cloud (See following section)
- External Hard Drive (at least 500Gb; SSD preferred): Required (see above)
- SD Card (Class 10, U1, U3) at least 32Gb: Required (see above)

Adobe Access

For this class, we will use Adobe Photoshop, Bridge, and Premiere Pro. Students have access to Adobe Creative Cloud through the [class computers and the Mac labs in Sycamore and Chilton Halls](#). Students may purchase [a discounted subscription \(\\$53 with fees\) for the school year](#) for personal computers. UNT's subscription offer is \$53 (\$50 plus a \$3 one-time processing fee), providing access until August 30, 2027. [This page offers all the information and links students need](#) to purchase a subscription and opt out of an existing, higher-priced agreement. Please [click here for more information on purchasing Adobe Creative Suite](#).

Students can email adobe@unt.edu with questions or to report problems.

GRADING

Your cumulative grade will be determined by your individual grades in roughly the following manner (percentages may be adjusted slightly as the course proceeds):

COURSE SEGMENT	PERCENTAGE of FINAL GRADE
“Fundamentals” Assignments*	25%
“Narrative Picture Essay” Assignments*	35%
History Exam*	20%
Weekly Quizzes	10%
Additional or Ad Hoc Assignments	5%
Class Participation (peer reviews, discussion, group outings)	5%
TOTAL: 100%*	

*A student must complete six of the A0 Fundamentals assignments, including all Day of the Dead Festival assignments; Narrative Picture Essay assignments; and the History Exam to pass the course. Missing one of the above can jeopardize your final grade.

Grade scale:

A	90% – 100%	Outstanding or Excellent
B	80% – 89%	Significantly or Very Good
C	70% – 79%	Meets Expectations
D	60% – 69%	Below Expectations
F	0% – 59%	Does not meet minimal standards

To receive a passing grade (C) you are required to:

- Complete and submit 6 of the 9 A01-A09 “Fundamentals” assignments that require photos by the last day of classes for Fall 2026.
- Complete the A09 Sequence Event Day of the Dead Pitch and Story assignments by Oct. 30.
- Complete *all* A10 “Narrative Picture Essay” assignments that make up 35% of the grade.
- Complete the History Exam.

Grade Scale Detail

EXCELLENCE	ABOVE or MEETS EXPECTATIONS	BELOW EXPECTATIONS
A: Professional-level work. Work unique, complex, insightful, relevant, visually interesting. Appropriate subjects. Impacts the viewer with composition, aesthetic, moment, drama, or humor. Separation between objects, clear and layered distinction in foreground, middle ground and background. Excellent technique: proper exposure, depth of field, and focus. Correct digital toning and color balance — neutrals clean and tonality accurate. Well-written, accurate captions that meet AP and class requirements.	B: Competent, functional, clean images make significant points efficiently and support the story. Photographer/subject rapport is evident. Smart use of setting, lighting and timing captures active, authentic moments of relevant events. Thorough and accurate captions. Technique is of a high order: image is properly exposed and sharp, processing above average. C: Standard, obvious picture; does not stand out. “Recording” or “taking” a picture. Minimal storytelling with little insight into the subject or photographer. Publishable but undistinguished. Composition may be cluttered or subject poorly lit. Adequate camera technique and digital processing. Captions ok.	D: Unpublishable. A combination of flaws in subject selection, conceptualization, shooting, digital processing and/or captioning renders the photo unsatisfactory. Caption missing information or useful details and identifiers. Perhaps with greater effort this work could have been publishable. F: Unpublishable and not meeting professional standards. Lacks journalistic standards, proper technique and/or unprofessional behavior can result in failure of an assignment. No caption.

LATE ASSIGNMENTS & RESUBMISSIONS

Meeting deadlines is the backbone of journalism. Deadlines are a fact of life for journalists, and there are many of them. If you struggle to meet deadlines, you are likely in the wrong field.

Life happens, but you must inform Dr. Assaf or the TA in advance of the deadline. If you know at least 48 hours ahead of the deadline — *due to extraordinary circumstances* — that you cannot meet that deadline, contact Dr. Assaf and Ms. Price **immediately**. We may be able to change the deadline. Dr. Assaf is the only person who can change deadlines, and they must be agreed upon.

Assignments can be turned in up to three days late. Minimal feedback will be provided. Each day, the grade is reduced by a letter grade. Whether one minute or 23 hours, 59 minutes, that’s a letter grade (10 points) off before grading. After the third day, you can complete an assignment for up to 50% of the points by the last day the class meets before the final. It must meet C-grade requirements. Feedback will not be provided. Beyond a very basic comment.

COURSE POLICIES

Assignment Policy

Assignments will be posted to Canvas. Some assignments may be made through Canvas messages or announcements. Some may be announced in class and during class time. Alterations to assignments may also happen through Canvas messages and announcements. Check Canvas consistently and regularly.

Potential Technical Problems

The University is committed to providing all users with a reliable online course system. However, if an unexpected server outage or unusual technical difficulty prevents students from completing a time-sensitive assessment activity, the instructor will extend the time windows and provide appropriate accommodation based on the technical difficulty. Students must immediately report any problems to the instructor or teaching assistant and contact the UNT Student Help Desk (helpdesk@unt.edu or 940.565.2324) to obtain a ticket number. The instructor, teaching assistant, and the UNT Student Help Desk will work with the student to resolve any issues as quickly as possible.

ATTENDANCE POLICY

This is a skills and seminar course that requires your attendance and participation in every class. Participation includes presenting your work and offering meaningful, constructive feedback to others.

Each student may have **one** absence during the course without penalty or impact on the final grade. You also have one grace absence, so you may have two unexcused absences. However, students must obtain notes and class materials from fellow students; do not rely on getting a personal lecture. You must communicate excused absences to your instructor or teaching assistant before class (the professor makes the final determination) or provide documentation of an extraordinary circumstance. Arriving more than 20 minutes late to class will constitute an absence for that day. You cannot make up work if the absence is unexcused. **Three absences result in a loss of a letter grade** (e.g., A becomes a B). **Four result in a loss of two letter grades** (e.g., A becomes a C). **Five or more absences will result in an automatic F.**

Students who arrive more than 20 minutes late, leave class early, or do not return to class when expected will also be counted as an absence.

Course Recording Policy

For online course meetings, this course uses lecture capture technology to record class sessions. Students may occasionally appear on video. The lecture recordings will be available to you for study purposes and may also be reused in future course offerings.

ASSIGNMENT SUBMISSION GUIDE

All photos must be captured with cameras that can be adjusted and controlled manually. These settings include the aperture, shutter speed, ISO, and focus. (Most, if not all, assignments will require full manual settings; your camera must have the option.)

All submitted assignments and student work must be original, created this semester, and your own. Photographs submitted for an assignment must have been captured AFTER the assignment discussed in class and made available. Submit ALL assignment work through Canvas. Assignments not submitted through Canvas will not be accepted or graded. Do not email work to the professor or TA, nor post it in the comments. If you have a problem, try to troubleshoot it, then contact the help desk, and inform the professor and TA via message. Others may be having the same issues, so contact fellow students. An

explanation that Canvas would not accept an upload is not an acceptable excuse for late or missing work, unless you also did the previous steps to correct or circumvent the problem.

ALWAYS BRING YOUR COMPLETED ASSIGNMENT AND THE ENTIRE RAW TAKE TO CLASS ON A HARD DRIVE OR COMPUTER (RAW TAKE = ALL THE OUTTAKE PHOTOS CAPTURED FOR THE ASSIGNMENT). DO NOT DELETE PHOTOS

Throughout the semester:

Every picture you make for this class should fit the assignment and have:

- Definitive point of view
- Sensible point of focus
- Quality aperture, shutter speed, ISO, and Depth of Field choices
- Thoughtful composition (separation; no distractions or background interference)
- Good moment timing
- Interesting subject matter
- A well-written, accurate, AP-style caption

Put thought and effort into every assignment. Your goal should be to exceed the basic requirements in creativity and journalistic enterprise.

FILES

Filesize and type

It is advisable to retain an uncropped, larger copy of each toned image file for yourself. For class, digital submissions must be:

- Size: 3000 pixels on the longest dimension
- Resolution: 300 pixels/inch (PPI).
- Embedded Color Profile: sRGB
- Format: JPEG

ALL IMAGES MUST BE JPEGS

- JPEG Image Options:
 - Quality [Compression]: 12 Maximum
 - Format: Baseline (“Standard”)
- JPG or JPEG is okay

Filename

Assignments will list naming conventions. Filenames must include your last name, the assignment slug (or when directed, what you create), the frame number, and image date. Follow this naming convention:

Single Image: YourName_AssignmentSlug_frame#_date.jpg (Frame#: Four numbers from the image file)
Smith_Depth_of_Field_2329_260806.jpg

Multiple Images: YYMMDD_YourName_XX_AssignmentSlug_frame#.jpg (XX: series number starting with 01)
Smith_01_Day_of_the_Dead_9232.jpeg, Smith_02_Day_of_the_Dead_4653.jpeg

CAPTION REQUIREMENTS

Embed captions in the IPTC metadata. They must be written in AP style with all subjects fully named and identified, place, a date, a credit line, and an informative caption in AP style with no mistakes in grammar or spelling. It must stand alone. Follow each caption with the image date and the camera and lens settings for that image: camera make, lens focal length and aperture, focal length setting (if a zoom), shutter speed, aperture, and ISO.

EMBEDDED CAPTION

A complete caption must be embedded in the IPTC “description” metadata field for each submitted image. Bridge allows you to apply Metadata/IPTC templates to your images. You can also add captions and other data.

**** Missing captions will result in a loss of a letter grade for that assignment. ****

Caption Style and Format of Caption:

Captions typically begin with a present-tense sentence with critical identification information and a description of what’s happening in the photograph. Subsequent sentences, written in AP style and usually (but not always) in the past tense, give secondary identification, supplementary information, and contextual information that indicates the news, thematic, or narrative value of the image.

The typical CAPTION format for this class:

Caption: Begin with a present-tense sentence. In the middle section of the caption, identify the who, what, when, where, and why of the photo. Use complete sentences. Identify the significant people in the photo by name. Provide context and interesting information beyond the apparent. Take good notes when you are working in the field so you can write a strong caption. ***GET QUOTES! DO NOT USE ACRONYMS ON FIRST REFERENCE***

Credit: Photo by [Your Name without the brackets]

Examples:

Sally Somebody, a junior in biology, protects her head as she shelters under the University Union awning as high winds and rain battered the University of North Texas campus on Monday, April 22, 2024, in Denton, Texas. Despite the momentary fury, the storm caused minor damage across campus.

Photo by Janet Doe

or

President Donald Trump, left, greets Ukraine's President Volodymyr Zelenskyy as he arrives at the White House, Monday, Aug. 18, 2025, in Washington, D.C. Zelensky's Oval Office visit came after the president met with Russian President Vladimir Putin last week at Joint Base Elmendorf-Richardson in Alaska.

Photo by Alex Brandon

COURSE & CLASS PARTICIPATION

This class is a hybrid of lecture, seminar, and workshop. Students are expected to participate thoughtfully, respectfully, critically, and energetically in all activities and discussions. Participation is essential to both your own and your fellow classmates' intellectual growth.

Please speak up. This course is heavily dependent on student participation in the exchange of ideas – especially during critique sessions. For the student whose work is being critiqued, a dead zone of silence can be excruciating. Bring energy to the conversation. Your classmates will return the favor.

Rules of Engagement

Rules of engagement refer to the way students are expected to interact with each other and with their instructors online. Here are some general guidelines:

- Treat your instructor and classmates with respect in all forms of communication.
- Use clear and concise language.
- Remember that all college-level communication should have correct spelling and grammar (this includes discussion boards).
- Avoid slang. Terms such as “wassup?” and texting abbreviations such as “u” instead of “you” are not acceptable except when quoted or relevant.
- Use standard fonts: 11-point Arial or Calibri; 12-point Times New Roman.
- Avoid all caps or using the caps lock, AS IT CAN BE INTERPRETTED AS YELLING.
- Use humor or sarcasm sparingly and wisely, as tone is sometimes lost in an email or discussion post, and your message might be taken seriously or sound offensive.
- Be careful with personal information (both yours and others’).
- Do not send confidential information via e-mail

See these [Engagement Guidelines and tip sheets](#) for more information.

NOTETAKING

Students learn in different ways. Research suggests that taking notes by hand is the most effective way to remember. Not everything important in class will be added to the PowerPoints. You will need to take notes for future reference, weekly quizzes, and the history test.

CONDUCT EXPECTATIONS:

NO-PHONE ZONE POLICY: As much as I love and appreciate what my phone can do, this is a no-phone lecture zone. Put your phone on silent and have stored out of sight. We spend a lot of time looking at and talking about images—you need to give your full attention. If you have a compelling need to keep your phone visible (emergency, ailing family, or other crisis), please notify the TA or instructor and keep it on silent while checking it quickly. Leave the room for extended texting or phone calls.

COMPUTERS: No screens after Week One. I suggest taking notes by hand

WHISPERING: Do not engage in any side conversations with other students. If you have information or imagery you want to share, please let me know so I can share it with the class.

TECHNOLOGY: Resist the urge to check your email, social media, or messages. It is expected in professional environments. Research suggests that we only think we can multitask when, in reality, we splinter our attention and wind up with a deficit. Multitasking is myth.

FROM ME: I will respect your voices and opinions and do my best to foster a welcoming, learning environment. I will be available for office hours and outside of class as needed.

FROM YOUR TA: Your TA will also respect your voices and opinions to foster a welcoming, learning environment. They will work with you to help you succeed.

Virtual Meeting Etiquette / Zoom Etiquette

If we have to meet online, it is important to the cohesion of our virtual classroom that we feel your “presence.” Before our Zoom classroom meetings, try to secure a location where you can safely turn on your camera. If you prefer to use a “virtual” background, that’s fine, but you must keep your camera on.

There may be times when you need to disable your camera temporarily, but to be frank, it feels disrespectful to your instructor and classmates when you disable it regularly. “Show up” for online class meetings.

TEACHING PHILOSOPHY

My teaching brings students into collaborative discussions and enacts work realities. Much of the learning in this course will come through discussion and class critique of the work students produce. It is essential that you “show up” for these critiques and participate. That means you have your heart and your head in the game to share and receive on behalf of your fellow students.

FUN

This class is also supposed to be fun! Don’t let all the preceding sections scare you. Photography and photographing people are both storytelling and art. This class is meant to help you no matter the career path you take. Mistakes happen. Life happens. And that’s okay. Just keep it professional and communicate.

DIGITAL MEDIA FILE RETENTION

Students must retain ALL of the photography they produce in this class for the semester. Each student is responsible for obtaining the hard drive required for file storage. Students are also responsible for backing up their work. Hard drive or flash storage loss or failure is not an acceptable reason for failing to complete an assignment or project by the deadline.

Do not fall victim to data loss. Please read that last sentence again. Read it closely.

REQUIRED TEXTS, LIBRARY GUIDE, TUTORIALS, AND EQUIPMENT

Photojournalism: The Professionals' Approach by Ken Kobré (Seventh edition).

Readings from the textbook are required prior to the second week when the first readings are due. The library has online copies available. [New copies are available from Amazon](#), currently starting at \$32.92, which is less than the UNT bookstore. If you did not purchase the textbook and the library does not have one available, you are responsible for completing the class reading. Quizzes will cover the readings and assigned chapters, which will be covered at times during the course and act as background and additional knowledge.

Library Guide: The [UNT Library has a course guide](#) for this class. This guide links to valuable resources, including library textbooks, the online AP Stylebook, research databases, and [PressReader](#) for access to newspapers and magazines ([PressReader directions](#)).

Tutorials: Students at UNT have access to [LinkedIn Learning](#) and its free software lessons. Click on the large button that says “Sign In.”

Denton Record-Chronicle: [The DRC offers free subscriptions if a @unt.edu or @my.unt.edu email](#) is used when registering. [Create an account](#) with a username and your UNT email.

Students must complete assignments using Adobe software.

Many UNT open-access student computer labs, including the Mac lab in the Mayborn School of Journalism, have Adobe software. However, students who choose to work remotely, and ALL students in the event of a campus shutdown, are responsible for accessing a computer with Adobe Photoshop, Bridge, Premiere Pro, and a license. Adobe offers student discounts for software licenses.

REQUIRED PHOTOGRAPHY EQUIPMENT FOR ASSIGNMENTS

- A digital mirrorless or DSLR camera with interchangeable lenses and manual control of aperture, shutter speed, and ISO. (You can check these out for free from our equipment room.)
- Lenses (or a zoom lens) with both “wide,” “normal,” and some degree of “telephoto” focal lengths
- SD or some other type of cards with plenty of recording space (32 GB or more)

Recommended FOR A Photography Kit

- UV (or clear) lens filters to better protect your lenses from scratching.
- A tripod (preferably with an interchangeable plate system for a monopod).

JOURNALISM EQUIPMENT CHECKOUT

The Journalism Equipment Room checkout is now in the RTFP (Radio, Television, Film, Performance) Building in room 180i. A [video by Prof. Anderson shows how to get there](#).

JOURNALISM EQUIPMENT CHECKOUT HOURS RTFP Building, RM 180i	
Day	Hours
Monday-Thursday	8:30 a.m. – 9:30 p.m.
Friday	9 a.m. – 6 p.m.
Sat-Sun	10 a.m. – 6 p.m.

All students in this class are eligible to check out high-quality cameras, microphones, audio recorders, and lights from the Journalism Equipment Room. Everyone must fill out a [checkout agreement form](#). This should be done before checking out equipment and once per semester

Checkouts are 24 hours from the checkout time unless your assigned professor specifies otherwise. Students may keep checked-out equipment for up to 72 hours, depending on the class and the professor's approval.

If the student needs equipment for longer than 72 hours, please email your professor for approval and email it to: mayborn-equipment@unt.edu or ladaniel.maxwell@unt.edu.

All equipment must be picked up and returned at a scheduled time within the hours listed above.

Complete this form before checking out equipment; you only need to do it once per semester.

The violations listed below will occur if due equipment is not return on the agreed time.

1st Late infraction – 1 week ban from checking out equipment.

2nd Late infraction – 3 weeks ban from checking out equipment.

3rd Late infraction – Semester long ban from any and all equipment checkouts.

If you are going to be late or unable to return equipment that you checked out on time, please email mayborn-equipment@unt.edu or ladaniel.maxwell@unt.edu

Optional software

We use Photoshop and Bridge extensively in this class. The classroom computers and lab computers have this software. You may find it useful to have this software on your own computer. Adobe (Photoshop and Bridge) has reasonable monthly student fees for access.

Adobe Software Access

Please see page 4 regarding discounted Adobe Creative Cloud access for enrolled students.

TECHNICAL REQUIREMENTS & SKILLS

Minimum Technology Requirements

Students are responsible for acquiring and maintaining access to:

- Computer capable of running professional video editing software
- Reliable internet access
- Speakers (internal computer speakers are fine)
- Microphone (internal computer mic is usually fine)
- PREFERRED: headphones with built-in or USB mic
- Adobe Photoshop Subscription
- Text editing software capable of producing .docx and .pdf files
- Canvas Technical Requirements
(<https://clear.unt.edu/supportedtechnologies/canvas/requirements>)

Computer Skills & Digital Literacy

To succeed in this course, learners must be able to:

- Use Canvas
- Use email with attachments
- Download and install software
- Use spreadsheet programs
- Use presentation and graphics programs
- Use software for audio/video editing, exporting, and sharing
- Operate audio/visual recording equipment

GETTING TECHNICAL HELP

Technical Assistance

Here at UNT we have a Student Help Desk that you can contact for help with Canvas or other technology issues.

UNT IT Help Desk: [UNT IT Help Desk site](#)

Email: helpdesk@unt.edu

Phone: 940-565-2324

Monday–Thursday: 8 – 9 p.m.

Friday: 8 a.m. – 5 p.m.

Saturday–Sunday: 11 a.m. – 3 p.m.

In-Person Walk-In: Sage Hall, Room 330

PROFESSIONAL TIPS

Recommended Photojournalism Communities:

Facebook: <https://www.facebook.com/PhotojournalismLinks>

UNT Photojournalism: <https://www.facebook.com/groups/untphotojournalism>

Photojournalism and Multimedia Internships & Jobs:

<https://www.facebook.com/groups/608650785837641/>

CONTESTS

Students are advised to enter their work in as often as possible in as many contests as possible. This kind of recognition goes a long way in job or grant applications. Below is a list of the most widely-respected journalism contests available to students.

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- CPOY: [College Photographer of the Year](#)
- POY: [Pictures of the Year International](#)
- NPPA: [Best of Photojournalism](#)
- NPPA: [Student Quarterly Clips Competitions \(Stills & Multimedia\)](#)
- NPPA: [\(Professional\) Quarterly Multimedia Contest](#)
- NPPA: [\(Professional\) TV Quarterly Contest](#)
- NPPA: [\(Professional\) Monthly Clips Contest](#)
- NPPA: [Contests Complete List](#)
- [Hearst College Journalism Contest](#) (Enter with instructor consent)
- WHNPA: [White House News Photographers Association Eyes of History Awards](#)
- SPJ: [Society of Professional Journalists Mark of Excellence Awards](#)
- TIPA: [Texas Intercollegiate Press Association Awards](#) (Coordinated by NT Daily)
- OND: [Online News Association: Online Journalism Awards](#) (Entry fee)

SYLLABUS CHANGE POLICY

This is a living syllabus, and open to change and adjustment as needed. It is necessary and beneficial to alter the syllabus during the course of instruction. It will happen. Consultation with students will occur when possible. Students will be notified of all changes.

CLASS CALENDAR

JOUR 3700 FUNDAMENTALS OF PHOTOJOURNALISM
 001 (6778) Tu 11:10AM - 2:00PM and 002 (13547) Th 2:25PM - 5:15PM

Instructor: Dr. Christopher T. Assaf | Teaching Assistant: Celie Price

WK	NOTE	TU/ TH	READING	ASSIGNMENT	Key Dates
1	Review Syllabus, Intro to course, class policies, camera requirements. Meet the instructor and TA. Classmate introductions student info. Assignments overview. The Exposure Triangle	Aug. 18/20			
2	Bridge and Photoshop; The Basics: Understanding photojournalism; thinking like a photojournalist. Story Ideas	Aug. 25/27	1 Assignment; 3 General News; 4 Features	A0A Exposure Simulator A0B The Heat Due before class	Aug. 28: Last Day to Drop a Class Section Without a W
3	Camera handling, dynamics, and workflow. Using the camera primer and Bridge/Photosop: Understanding exposure, depth of field, and the dynamics of lens and distance.	Sept. 1/3	n/a	A00 Class Exercise due by end of class A01 Seeing Light due Sept. 14 (01) and Sept. 16 (02)	

4	Thinking like an editor. Selecting good photos that will resonate with audiences after the fact. Goes over the importance of full-frame photography and captioning as well. The Decisive Moment; elements of photojournalistic images	Sept. 8/10	7 Photo Editing; 8 Camera Bag; Good and Lowe Ch 1 What is Photojournalism book PDF; Writing AP Captions PDF	A01 Seeing Light due Sept. 14 (01) and Sept. 16(02)	
5	Motion! Thinking about story and how to make it happen. Peer Reviewing; Discussion of Day of the Dead Festival Pt. 1 and Final Project	Sept. 15/17		A02 Motion due Sept. 21 (01), Sept. 23 (02)	
5	Discussion of Day of the Dead Festival and Final Project Pitching; Proper focus and depth of field	Sept. 22/24	10 Covering the Issues; 14 Ethics	A03 Selective Focus and Depth of Field due Sept.28 (01), Sept. 30 (02)	
6	People and the Street; Composition and Proximity; Picture Stories	Sept. 29/Oct. 1	11 Photo Story	A04 Proximity and Asymmetrical Composition Due Oct. 6 (01) Oct. 8 (02)	
7	Day of the Dead pitches in class. Sense of Place and Point of View	Oct. 6/Oct. 8		A09 Sequence Event Day of the Dead Story Pitch: written due Oct. 5 (01) Oct. 7 (02). Presenting in class. A05 Sense of Place and Vantage Point due Oct. 5 (01) and 07 (02)	Semester Midpoint

9	People, Posing, and Portraiture	Oct. 13/15		A08 Portrait due Oct. 19 (01) and Oct. 21 (02)	
10	DDODF Oct. 24-25	Oct. 20/22		A10 Narrative Essay Benchmark Query Letter Oct.	
11	DDODF Workshop	Oct. 27/29		A09 Day of the Dead Festival Package Final	
12		Nov. 3/5	Kobré Ch.16 History; Good and Lowe Ch. 2 History and Development of Photojournalism	A0F Final Essay Meeting	Last day to drop classes with W
13		Nov. 10/12		A10 First Edit Nov. 9 (01) Nov. 11 (02)	
14	History Exam	Nov. 17/19		A10 Final Project Second Edit	
15	Thanksgiving	Nov. 24/25			No classes
16	Final Project Work Session	Dec. 1/3			Last Week of Classes
17	FINALS	Dec. 8/10		A10 Final Project Live Presentations	

JOURNALISM REQUIREMENTS & GUIDELINES

JOURNALISM COURSE REGISTRATION

- By registering for this course, you are stating that you have taken the required prerequisites according to your catalog year and major/minor status. If the instructor later determines that you haven't taken and passed these requirements, then you may be dropped at any point in the semester. If you have questions about your prerequisites, please see an advisor.
- A journalism major enrolled in any restricted 3000 and 4000 level classes must have taken and passed all foundational courses. Students must earn and maintain a 2.5 UNT and/or overall GPA (depending upon catalog year) to be eligible for major-level courses.

RE-TAKING FAILED JOURNALISM CLASSES

Students will not be allowed to automatically take a failed journalism course more than two times. Once you have failed a journalism course twice, you will not be allowed to enroll in that course for one calendar year after the date you received the second failing grade. Once a student has waited one calendar year after failing

a course twice, the student may submit a written appeal to the director to be approved to enroll a third time. Students will not be allowed to re-take a failed journalism course more than three times.

TEXTBOOK POLICY

The Mayborn School of Journalism doesn't require students to purchase textbooks from the University Bookstore. Many are available through other bookstores or online.

OFFICE HOURS

See the first page.

ATTENDANCE

Each student may miss **one** class without penalty or impact on their final grade. You also have one grace absence; you may have two unexcused absences. However, students must get notes and materials from fellow students. Excused absences must be communicated to your instructor ahead of time or be of an extraordinary circumstance. Arriving more than 20 minutes late to class will constitute an absence for that day. You cannot make up work for unexcused absences. Three absences equal a loss of a letter grade (A becomes a B). Four equals a loss of two letter grades (A becomes a C). Five or more absences will result in an F and will cause the student to fail the class.

Students who arrive more than 20 minutes late, leave class early, or do not return to class when expected will also be counted as an absence.

FINANCIAL AID SATISFACTORY ACADEMIC PROGRESS (SAP) UNDERGRADUATES

A student must maintain Satisfactory Academic Progress (SAP) to continue to receive financial aid. Students must maintain a minimum 2.0 cumulative GPA in addition to successfully completing a required number of credit hours based on total registered hours per semester. Students cannot exceed attempted credit hours above 150% of their required degree plan. If a student does not maintain the required standards, the student may lose financial aid eligibility.

If at any point you consider dropping this or any other course, please be advised that the decision to do so has the potential to affect your current and future financial aid eligibility.

Please visit UNT Financial Aid (<https://financialaid.unt.edu/satisfactory-academic-progress-requirements>) for more information about financial aid Satisfactory Academic Progress. It may be wise for you to schedule a meeting with your MSOJ academic advisor or visit the Student Financial Aid and Scholarships office to discuss dropping a course before doing so.

ACADEMIC ADVISING

All first-time-in-college students at UNT are required to schedule an appointment with their Academic Advisor and receive an advising code to register for classes both fall and spring semesters of the first year in college. ALL students should meet with their Academic Advisor at least one time per long semester (Fall & Spring). It is important to update your degree plan on a regular basis to ensure that you are on track for a timely graduation.

It is imperative that students have paid for all enrolled classes. Please check your online schedule daily through late registration to ensure you have not been dropped for non-payment of any amount. Students have been unknowingly dropped from classes for various reasons such as financial aid, schedule change fees, parking fees, etc. MSOJ will not be able to reinstate students for any reason after late registration, regardless of situation. It is the student's responsibility to ensure all payments have been made.

UNT FALL 2026 Semester Calendar

Academic Calendar is subject to change

KEY SEMESTER DATES	Full Semester AUG. 17-DEC. 11	8 week I Session AUG. 17-OCT. 9	8 week II Session OCT. 12-DEC. 11
Schedule of Classes Available on myUNT	Mar. 9	Mar. 9	Mar. 9
Registration Opens for specifics by student group/class: https://registrar.unt.edu/when-can-i-register	Mar. 16	Mar. 16	Mar. 16
Prerequisite Drop Students not meeting course prerequisites will be dropped from their courses.	July 29	July 29	Oct. 12
Regular Registration Ends	Aug. 13	Aug. 13	Oct. 8
Late Registration Period—For Students not Registered for the Term Students registering late will incur a late registration fee of \$75.	Aug. 14-21	Aug. 14-21	Oct. 9-16
Last Day to Withdrawal from Entire Term on myUNT Courses do not appear on the transcript. After this date see Dean of Students to withdrawal from the entire term.	Aug. 16	Aug. 16	Oct. 11 if only 8 week II
Classes Begin	Aug. 17	Aug. 17	Oct. 12
Last Day to Add a Class or Swap Sections A swap is switching sections of the same course in the same session.	Aug. 21	Aug. 21	Oct. 16
Last Day to Drop a Class Section Without a W (Census) Courses dropped before this date will not appear on official transcript. (Dropping courses may impact financial aid and degree completion. See advisors.)	Aug. 28	Aug. 22	Oct. 17
Drop with a Grade of W Begins Courses appear on the transcript with a grade of W and tuition and fees remain. (Dropping courses may impact financial aid and degree completion. See advisors.)	Aug. 29	Aug. 23	Oct. 18
Last day to change to pass/no pass grade option (undergrads)	Sept. 25	Sept. 4	Oct. 30
Midpoint of the Semester	Oct. 9	Sept. 11	Nov. 6
Last day for a student to drop a course or all courses with a grade of W.	Nov. 6	Sept. 25	Nov. 20
First day to request a grade of Incomplete	Nov. 7	Sept. 26	Nov. 21
Pre-Finals Days	Dec. 2-3	N/A	N/A
Last Regular Class Meeting	Dec. 3	Oct. 8	Dec. 10
Reading Day—No Classes	Dec. 4	N/A	N/A
Final Exams	Dec. 7-11	Oct. 9	Dec. 11
Last Day of Session	Dec. 11	Oct. 9	Dec. 11
University Grade Submission Deadline 4 pm	Dec. 14	Oct. 12	Dec. 14
Grades/Academic Standing posted on the Official Transcript	Dec. 16	Dec. 16	Dec. 16

Labor Day - No Classes - University Closed

September 7, 2026

Thanksgiving Break - No classes

November 23-29, 2026

University Commencement

ACCREDITATION

The Mayborn, which is one of over 100 journalism programs across the world that are accredited, is renewing its credentials this year. Accreditation is important to you because it means your degree is more valuable than one that comes from an unaccredited school.

Accreditation has profound benefits. Accredited programs may offer scholarships, internships, competitive prizes, and other activities unavailable in non-accredited programs.

Accreditation also provides an assurance of quality and rigorous standards to students, parents, and the public. Students in an accredited program can expect to find a challenging curriculum, appropriate resources and facilities, and a competent faculty.

Accreditation is our promise to our students that you will receive the best education possible in journalism and mass communication. With today's technology, anyone can present information to a mass audience. But not all are trained in the creation of ethical messages that reach and serve diverse audiences that our standards uphold. What you learn in an accredited program makes you more marketable and your degree more valuable!

The Mayborn School's accreditation is determined by the Accrediting Council on Education in Journalism and Mass Communications (ACEJMC) through an extensive evaluation process. Accreditation by the ACEJMC council means we embrace the value of a broad, multidisciplinary curriculum that nurtures critical thinking, analytic reasoning and problem-solving skills that are the essential foundation for all mass communication education.

ADOBE ACCESS

Please see page 4 regarding student access to Adobe Creative Cloud and a discount on the software for personal computers. The email address for students to ask questions or report problems is adobe@unt.edu.

JOURNALISM EQUIPMENT CHECK OUT

- Checkout length for the Canon Mirrorless Camera, Batteries, Lighting Gear, Mirrorless Tripods, Individual Lenses, and accessories can be checked out up to 72 hours.
- To checkout a Canon Mirrorless Camera and items listed above longer than 72 hours, the Professor for the course will need to approve the request.
- Checkout length for the Panasonic Video Camera, Batteries, SDXC, and Tripods can be checked out up to 24 hours.
- To checkout a Panasonic Video Camera and items listed above longer than 72 hours, the Professor for the course will need to approve the request

Journalism Equipment Room - Location and Contact Information

The Journalism Equipment Room is located at **RTFP Building Room, 180i**. [Video provided by provided by Prof. Anderson](#) shows how to find the room.

The equipment room phone number is **940-565-3580**. Email is mayborn-equipment@unt.edu.

The equipment room supervisor can be reached at ladaniel.maxwell@unt.edu

Journalism Equipment Room - Operating Hours

Monday-Thursday	8:30 a.m. – 9:30 p.m.
Friday	9 a.m. – 6 p.m.
Sat-Sun	10 a.m. – 6 p.m.

Journalism Equipment Room - Agreement Form

Anyone who plans to check out equipment during the semester must complete the checkout agreement form found below:

Journalism Web Checkout Agreement Form

This form must be completed prior to checking out equipment and only needs to be done once per semester.

Journalism Equipment Room - Late Returns/Abuse of Checkout Policy

For every hour the student is late; a ban will be placed on the student's account accumulating the same amount of time.

A **ban** restricts the student from checking out any equipment within the Journalism Equipment Room.

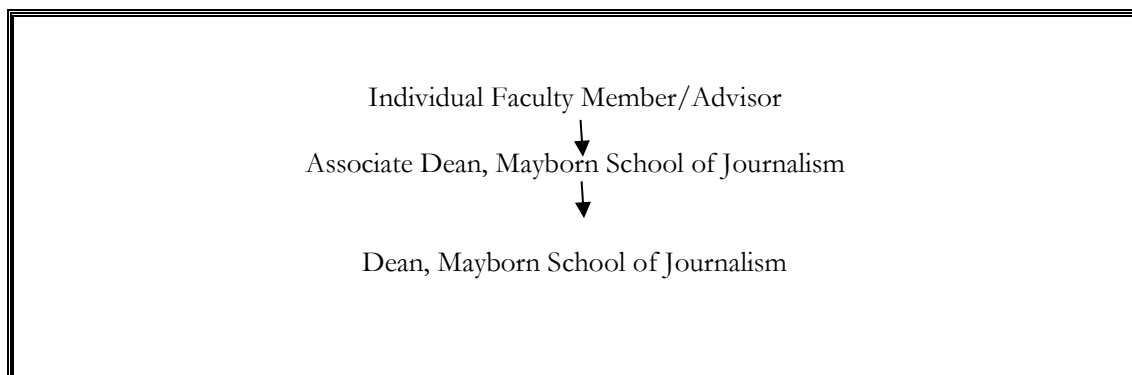
For example, if the student returns equipment 2 hours late, a 2-hour ban will be placed on the student's account.

If the student returns equipment 72 hours late, a 72-hour ban will be placed on the student's account.

If you are going to be late or unable to return equipment that you checked out on time, please email mayborn-equipment@unt.edu or ladaniel.maxwell@unt.edu

ACADEMIC ORGANIZATIONAL STRUCTURE

Understanding the academic organizational structure and appropriate Chain of Command is important when resolving class-related or advising issues. When you need problems resolved, please follow the steps outlined below:

**OFFICE OF DISABILITY ACCESS**

The University of North Texas and the Mayborn School of Journalism make reasonable academic accommodation for students with disabilities. Students seeking accommodation must first register with the Office of Disability Access (ODA) to verify their eligibility. If a disability is verified, the ODA will provide

you with an accommodation letter to be delivered to faculty to begin a private discussion regarding your specific needs in a course. You may request accommodations at any time. However, ODA notices of accommodation should be provided as early as possible in the semester to avoid any delay in implementation. Note that students must obtain a new letter of accommodation for every semester and must meet with each faculty member prior to implementation in each class.

Students are strongly encouraged to deliver letters of accommodation during faculty office hours or by appointment. Faculty members have the authority to ask students to discuss such letters during their designated office hours to protect the privacy of the student.

For additional information, see the website for the [Office of Disability Access](http://www.unt.edu/oda) (<http://www.unt.edu/oda>). You may also contact them by phone at 940.565.4323

COURSE SAFETY STATEMENTS

Students in the Mayborn School of Journalism are urged to use proper safety procedures and guidelines. While working in laboratory sessions, students are expected and required to identify and use property safety guidelines in all activities requiring lifting, climbing, walking on slippery surfaces, using equipment and tools, handling chemical solutions and hot and cold products. Students should be aware that the University of North Texas is not liable for injuries incurred while students are participating in class activities. All students are encouraged to secure adequate insurance coverage in the event of accidental injury. Students who do not have insurance coverage should consider obtaining Student Health Insurance for this insurance program. Brochures for this insurance are available in the UNT Health and Wellness Center on campus. Students who are injured during class activities may seek medical attention at the UNT Health and Wellness Center at rates that are reduced compared to other medical facilities. If you have an insurance plan other than Student Health Insurance at UNT, please be sure that your plan covers treatment at this facility. If you choose not to go to the UNT Health and Wellness Center, you may be transported to an emergency room at a local hospital. You are responsible for expenses incurred there.

ACADEMIC DISHONESTY

Academic dishonesty includes, but is not limited to, the use of any unauthorized assistance in taking quizzes, tests, or exams; dependence upon the aid of sources beyond those authorized by the instructor, the acquisition of tests or other material belonging to a faculty member, dual submission of a paper or project, resubmission of a paper or project to a different class without express permission from the instructors, or any other act designed to give a student an unfair advantage. Plagiarism includes the paraphrase or direct quotation of published or unpublished works *without* full and clear acknowledgment of the author/source. Academic dishonesty will bring about disciplinary action which may include expulsion from the university. This is explained in the UNT Student Handbook.

Photography and Writing

All photographs and writing for this course are to be original and created for the specific assignments. Images and writing may not be repurposed from other courses or previously captured visuals. Any work submitted and not produced specifically for this course will result in zero points awarded for the assignment.

Artificial Intelligence, Generative AI, and Algorithms

Artificial intelligence tools like Grammarly and ChatGPT can prove useful as we perform our daily tasks and work. However, it is important to remember that they are tools, like a source or a dictionary, which should not be relied upon to generate assignments or content (visual or text), and should not be turned in as any part of student work. This includes images, captions, and writing. This is tantamount to cheating. It is similar to [Photoshopping](#), [setting up an image](#), [faking an image](#), or [submitting an image under false pretenses](#).

Tools to detect the use of AI at the university have been added to the academic toolkit and will be used. All assignments and work submitted for this course must reflect a student's visual, writing, analytical, and critical thinking skills. The use of any generative artificial intelligence tools used for images (e.g. DALL-E 3, Midjourney, Adobe Firefly, Microsoft Copilot, Stable Diffusion, Canva, OpenArt) at any stage of the work process, including preliminary ones, is strictly prohibited. AI-generated submissions will be considered plagiarism and are not permitted under any circumstances. Any work deemed generated or altered by AI or algorithmic means will receive a zero, and the student may face additional sanctions.

MSOJ ACADEMIC INTEGRITY POLICY

The codes of ethics from the Society of Professional Journalists, American Advertising Federation and Public Relations Society of America address truth and honesty. The Mayborn School of Journalism embraces these tenets and believes that academic dishonesty of any kind – including plagiarism and fabrication – is incongruent with all areas of journalism. The school's policy aligns with UNT Policy 06.003 and requires reporting any act of academic dishonesty to the Office for Academic Integrity for investigation. If the student has a previous confirmed offense (whether the first offense was in the journalism school or another university department) and the student is found to have committed another offense, the department will request the additional sanction of removing the student from the Mayborn School of Journalism. The student may appeal to the Office for Academic Integrity, which ensures due process and allows the student to remain in class pending the appeal.

FINAL EXAM POLICY

Final exams will be administered at the designated times during the final week of each long semester and during the specified day of each summer term. Please check the course calendar early in the semester to avoid any schedule conflicts. You are expected to attend the class final for Section 01 (Tuesday) on Thursday, Dec. 10, 2026, from 10:30 a.m.–12:30 p.m. The final for Section 02 (Thursday) on Monday, Dec. 7, 3:30 – 5:30 p.m.

Final exams will be administered at the designated times during the final week of each long semester and during the specified day of each summer term. Please check the course calendar early in the semester to avoid any schedule conflicts.

ACCESS TO INFORMATION

As you know, your access point for business and academic services at UNT occurs within the [My.UNT site](http://www.my.unt.edu) (www.my.unt.edu). If you do not regularly check EagleConnect or link it to your favorite e-mail account, please so do, as this is where you learn about job and internship opportunities, MSOJ events, scholarships, and other important information. Visit the [Eagle Connect website](http://eagleconnect.unt.edu/) for more information (<http://eagleconnect.unt.edu/>) including tips on how to forward your email.

Courses in a Box

Any MSOJ equivalent course from another university must receive prior approval from the MSOJ academic advisor to ensure that all MSOJ degree plan requirements are met. For example, courses that are taken online or from a program that offers course material via CD, booklet, or other manner of correspondence must have prior advisor approval.

Important Notice for F-1 Students taking Distance Education Courses

To comply with immigration regulations, an F-1 visa holder within the United States may need to engage in an on-campus experiential component for this course. This component (which must be approved in advance by the instructor) can include activities such as taking an on-campus exam, participating in multiple on-campus lecture or lab activity, or other on-campus experience integral to the completion of this course.

If such an on-campus activity is required, it is the student's responsibility to do the following:

- (1) Submit a written request to the instructor for an on-campus experiential component within one week of the start of the course.
- (2) Ensure that the activity on campus takes place and the instructor documents it in writing with a notice sent to the International Advising Office. The UNT International Advising Office has a form available that you may use for this purpose.

Because the decision may have serious immigration consequences, if an F-1 student is unsure about his or her need to participate in an on-campus experiential component for this course, students should contact the UNT International Advising Office (telephone 940-565-2195 or email international@unt.edu) to get clarification before the one-week deadline.

EMERGENCY NOTIFICATION & PROCEDURES

UNT uses a system called Eagle Alert to quickly notify you with critical information in an event of emergency (i.e., severe weather, campus closing, and health and public safety emergencies like chemical spills, fires, or violence). In the event of a university closure, please refer to Canvas for contingency plans for covering course materials. If Canvas is not accessible during the emergency, contact me via email or phone for more information. Students should confirm that their Eagle Alert contact information is correct via the myUNT portal.

STUDENT PERCEPTIONS OF TEACHING (SPOT)

Student feedback is important and an essential part of participation in this course. The student evaluation of instruction is a requirement for all organized classes at UNT. The short SPOT survey will be made available to provide you with an opportunity to evaluate how this course is taught. You will receive an email from "UNT SPOT Course Evaluations via *LASystem* Notification" (no-reply@iasystem.org) with the survey link. Please look for the email in your UNT email inbox. Simply click on the link and complete your survey. Once you complete the survey you will receive a confirmation email that the survey has been submitted. For additional information, please visit the [SPOT website](http://www.spot.unt.edu) (www.spot.unt.edu) or email spot@unt.edu. Spots survey dates:

Term	Survey Administration Dates
Regular Academic Session	November 17 - December 3
8W1	September 29 - October 8
8W2	December 1 - December 10

Acceptable Student Behavior

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 UNT. Students engaging in unacceptable behavior will be directed to leave the classroom and the instructor may refer the student to the Dean of Students to consider whether the student's conduct violated the Code of Student Conduct. The university's expectations for student conduct apply to all instructional forums, including

university and electronic classroom, labs, discussion groups, field trips, etc. The Code of Student Conduct can be found on the [Dean Of Students website](http://www.deanofstudents.unt.edu) (www.deanofstudents.unt.edu).

Classroom Policies

The Mayborn School of Journalism requires that students respect and maintain all university property. 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 (e.g., arriving late, leaving early, sleeping, talking on the phone, texting or game playing, making inappropriate comments, ringing cellular phones/beepers, dressing inappropriately).

SEXUAL DISCRIMINATION, HARRASSMENT, & ASSAULT

UNT is committed to providing an environment free of all forms of discrimination and sexual harassment, including sexual assault, domestic violence, dating violence, and stalking. If you (or someone you know) has experienced or experiences any of these acts of aggression, please know that you are not alone. The federal Title IX law makes it clear that violence and harassment based on sex and gender are Civil Rights offenses. UNT has staff members trained to support you in navigating campus life, accessing health and counseling services, providing academic and housing accommodations, helping with legal protective orders, and more.

[UNT's Dean of Students' website](http://deanofstudents.unt.edu/resources_0) (http://deanofstudents.unt.edu/resources_0) offers a range of on-campus and off-campus resources to help support survivors, depending on their unique needs. Renee LeClaire McNamara is UNT's Student Advocate and she can be reached through e-mail at SurvivorAdvocate@unt.edu or by calling the Dean of Students' office at 940-565-2648. You are not alone. We are here to help.

MENTAL HEALTH SERVICES

UNT provides mental health services to students to help ensure there are numerous outlets to turn to that wholeheartedly care for and are there for students in need, regardless of the issue or its severity. Listed below are several resources on campus that can support your academic success and mental well-being:

1. [Student Health and Wellness Center](#)

(<https://studentaffairs.unt.edu/student-health-and-wellness-center#programs>)

1800 Chestnut St. (Chestnut Hall)

940-565-2333

M-Th, 8 a.m. to 5 p.m.

2. [Counseling and Testing Services](#) – Free to UNT Students

(<https://studentaffairs.unt.edu/counseling-and-testing-services>)

801 N. Texas Blvd., Suite 140 (Gateway Center)

940-565-2741

M-F, 8 a.m. to 5 p.m.

3. [UNT CARE Team](#) – Free to UNT Students

(<https://studentaffairs.unt.edu/care>)

Dean of Students, University Union

940-565-2648

careteam@unt.edu

4. [Psychiatric Services](#)

(<https://studentaffairs.unt.edu/student-health-and-wellness-center/services/psychiatry>)

940-565-2333

5. [Individual Counseling](#) – Free to UNT Students

(<https://studentaffairs.unt.edu/counseling-and-testing-services/services/individual-counseling>)

940-369-8773

If at any time you are feeling alone or in jeopardy of self-harm, reach out to any of the following:

- National Suicide Hotline 800-273-8255
- Denton County MHMR Crisis Line 800-762-0157
- Denton County Friends of the Family Crisis Line (family or intimate partner violence) 940-382-7273
- UNT Mental Health Emergency Contacts
 - During office hours, M-F, 8 a.m. to 5 p.m: Call 940-565-2741
 - After hours: Call 940-565-2741
 - Crisis Line: Text CONNECT to 741741
 - [Live chat](http://www.suicidepreventionlifeline.org): (<http://www.suicidepreventionlifeline.org>)

STATEMENTS OF STUDENT LEARNING OUTCOMES

Since 1969, the UNT Department of Journalism (Mayborn School of Journalism effective September 1, 2009) has been accredited by the Accrediting Council on Education in Journalism and Mass Communication. This national accreditation also extends to the Mayborn Graduate Institute of Journalism, the only accredited professional master's program in Texas. About one-fourth of all journalism and mass communication programs in the United States are accredited by ACEJMC. National accreditation enhances your education here, because it certifies that the department and graduate institute adhere to many standards established by the council. Among these standards are student learning outcomes, covered by journalism courses in all sequences.

This course, JOUR 3700 Fundamentals of Photojournalism, will help to meet the student learning outcomes as listed by your professor, Dr. Christopher T. Assaf.

- **Compelling photographs:** Elevate your work to the next level. You'll create more impactful communicative photographs — whether for advanced coursework, reportage for a media outlet, contests, portfolio reviews, personal social media, and so forth.
- **Storytelling:** You'll learn and master how to select and edit your photographs to craft a clear and engaging visual story.
- **Communication:** You will learn visual literacy skills—how to interpret images and choose them so that your editorial decisions and image-making will communicate clearly with your intended audience.
- **Strong Foundation:** Your visual foundation will enable you to explore many paths through advanced coursework, workshops, or your own regular photography practice and journaling.

Each graduate must:

- Understand and apply First Amendment principles and the law appropriate to write correctly and clearly in forms and styles appropriate for the communications professions, audiences, and purposes they serve.
- Apply tools and technologies appropriate for the communications professions in which they work.
- Understand and apply the principles and laws of freedom of speech and press for the United States, as well as receive instruction in and understand the range of systems of freedom of expression around the world, including the right to dissent, to monitor and criticize power, and to assemble and petition for redress of grievances.
- Understand concepts and apply theories in the use and presentation of images and information.
- Demonstrate an understanding of professional ethical principles and work ethically in pursuit of truth, accuracy, fairness, and diversity.
- Think critically, creatively, and independently.