

SPRING 2026 Course Syllabus v1.1 (1.1325) – Dr. Christopher T. Assaf

JOUR3343

VISUAL NEWS STORYTELLING

Mondays/Wednesdays 3:00 p.m. – 4:20 p.m.

CHILTON 154

INSTRUCTOR:

Dr. Christopher T. Assaf.

office: Sycamore 262

email: christopher.assaf@unt.edu

cell: 443.286.0461

Please use Canvas messaging for contacting the professor. If you are in a fix or emergency, or need immediate assistance or a response to a previous message, send an email or a text

Office hours:

- - Tuesdays: Sycamore 262 12:30–2:00 p.m.
 - Wednesdays: Chilton TBD 12:30-2:00 p.m
 - By appointment (Zoom) on Mondays and Thursdays, 1:00–2:00 p.m.

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TEXTBOOK:

- There will not be a textbook for this class.
- You will be required to have the following instead of a textbook:
 - A portable hard drive with a minimum of 500 GB of storage (SSD preferred) for your files
 - 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

PROFESSIONAL STANDARDS: STUDENT WORK, COMMUNICATION, AND TECHNOLOGY:

In preparation for entering the workforce, make it a habit to hold yourself to professional and journalism standards. Students must apply professional standards to all work and communication. In this class, I suggest making it a part of your workflow.

Evaluations include your adherence to professionalism standards in *all* your work and communication. Your assignment will not be graded and given a "Zero" without a chance for resubmission. A message, email, or text not meeting standards will not earn a reply.

For grades, the evaluation includes whether your assignments are completed, meet journalism standards, and follow the protocols established in the syllabus and class. These will include whether you have the proper technology listed in the next section, use the proper software, follow naming conventions, handle file logistics, and use AP Style, where required. The work must be complete (if you are required to give your work a YouTube title or apply lower-thirds in your video) it will not be graded. If you do not follow these guidelines, the assignment will not be graded, and you will receive a "0" in the gradebook. Changes to specific assignments or to protocols and requirements will be announced in class, added to an assignment, or reflected in the syllabus. These requirements apply to how the student does their work, the logistics, and the software.

Communications must be professional and thorough. This includes addressing the first message with a salutation. All communication writing must include complete sentences, use proper grammar, and end with a signature. Texts must be formal as well and complete, and include your name.

Professionalism requirements include:

- Completing assignments in their entirety
- Using proper software (Premiere Pro, Photoshop, and any others as specified)
- Proper naming conventions
- Captions and Summaries
- Uploads to third-party sites
- Following AP Style
- Metadata maintained with files
- Submitting assignments correctly and according to the requirements explained in CANVAS or class

Failure to meet professional standards for assignments can result in the assignment not being graded and being provided a failing score.

Communication Expectations:

CANVAS messages are the best way to contact me about class. I will respond within one business day. Please provide clear, informative subject lines in your CANVAS messages. If you have a problem or issue that needs addressing, text me that you sent a CANVAS message, and I will respond. If there is an emergency, please use my cell for a call or text. I am available.

- Business professional standards and demeanor for all communication outside in-person
- Well-written and thorough Messages, Texts, Emails, Phone Calls, and Zooms

Failure to meet professional communication standards can result in messages going unanswered.

The CLEAR office has a webpage for students that provides [Online Communication Tips \(https://clear.unt.edu/online-communication-tips\)](https://clear.unt.edu/online-communication-tips).

Technology Expectations:

- Access to a computer (PC or Mac) running the current version of Adobe Premiere
- Note: You have access to [special discounted subscriptions](#) to Adobe Creative Cloud (see next section)
- External Hard Drive (at least 500 GB; SSD preferred)
- SD Storage (Class 10 SDHC card; at least 32GB and 120 MB/s read speed)

ADOBE ACCESS:

UNT now has a new contract with Adobe. For this class you will be using the Adobe Creative Cloud for editing. The software is on most of the computers on campus. However, if you'd like to purchase the suite for your own laptop/computer, here is how you can get a discounted student rate.

Click on the link below for more information on purchasing the Adobe Creative Cloud Suite:

<https://cvad.unt.edu/cvad-it-services/it-services-adobe-cloud-access.html>

The email address for students to ask questions or report problems is adobe@unt.edu.

SUMMARY & LEARNING OBJECTIVES:

This class will help you develop your skills in visual storytelling for traditional broadcast and online publications and outlets, as well as other emerging platforms. You will work on reporting, visualizing, and editing content by developing multiple short-form stories. You will also explore different styles of visual storytelling, including traditional broadcast formats (e.g., voice-overs, soundbites, and short packages) and multimedia formats,

such as still photography and on-screen graphics. You will also explore natural sound storytelling and short-form documentary storytelling.

- Class projects will require work outside of scheduled class periods. Time and deadline management are important professional skills and will be emphasized in this course.
- Teamwork is an essential element of professional journalism. Students will be assigned co-workers for some assignments; some assignments will require solo work, and you will be allowed to select co-workers for others.
- Second and third-party content cannot comprise more than 20% of any project and cannot violate conventional copyright or other rules. CNN Newsource material is also considered outside content for this course. If you have questions about outside content, please consult the instructor PRIOR to using such material.
- Double-dipping is NEVER allowed. If you have questions about content created outside of this class, please consult the instructor PRIOR to using such material.
- Do not use any Artificial Intelligence applications or agents for any of your work unless given explicit permission. Do not use generative AI to create content.

This is a lengthy document that includes a number of specifics regarding the Frank W. and Sue Mayborn School of Journalism, including our status as a nationally accredited program. I make every effort to adapt this class and have it evolve as journalism evolves, so some lecture topics and dates may change, as well as requirements and grading standards.

The Mayborn, one of the over 100 accredited journalism programs worldwide, 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, which 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.

OUTCOMES

This course, JOUR3343, will help to meet the student learning outcomes that have been checked by your professor, Dr. Christopher T. Assa

- *Understand and apply the principles and laws of freedom of speech and press for the country in which the institution that invites ACEJMC is located, 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.*

- *Demonstrate an understanding of the history and role of professionals and institutions in shaping communications in accordance with the traditions of journalism and the foundation of visual journalism,*
 - *Demonstrate an understanding of giving voice to a variety of people in domestic society in relation to mass communications*

- *Demonstrate an understanding of the variety in people and cultures and of the significance and impact of mass communications in a global society*

- *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 variety in voice*

 - *Think critically, creatively, and independently*

- *Conduct research and evaluate information by methods appropriate to the communications professions in which they work*
 - *Write correctly and clearly in forms and styles appropriate for the communications professions, audiences, and purposes they serve*

 - *Critically evaluate their own work and that of others for accuracy and fairness, clarity, appropriate style, and grammatical correctness*

 - *Apply basic numerical and statistical concepts*

□ *Apply tools and technologies appropriate for the communications professions in which they work*

Class Assignments will require that you practice the following:

- *Researching stories sufficiently in advance to pitch a variety of stories.*
- *Capturing, writing, and editing stories on deadline while making effective use of visual storytelling techniques for a variety of broadcast media, publications, and online platforms.*
- *Writing and editing stories on deadline using multimedia storytelling techniques for evolving digital platforms.*
- *Producing stories for a traditional linear broadcast, including packages, voice-overs, readers, and various treatments, including soundbites (PKG's, VO's, VO/SOT, etc.).*
- *Journalistic decision-making in a real-time environment.*

WORK REQUIREMENTS & CLASSROOM PROCEDURES

- **Attendance Policy:** This is a face-to-face class that only meets once each week. Attendance will be taken during the first 15 minutes of each class. *One absence in the course is the limit without penalty toward your final grade, unless you have communicated with me from the beginning about an extraordinary problem. Arriving late to class or leaving early may constitute an absence for that day. This is a seminar course, and it requires your attendance and participation each class meeting. Each UNEXCUSED absence after the first grace one will result in the loss of a grade. Absences, whether excused or otherwise, require notifying the professor as soon as possible once an issue or circumstance arises. The earlier and the more the professor knows ahead of time, the more can be done to rectify situations or develop solutions.* When communicating with the professor about absences, please explain the situation in full and offer potential solutions to avoid unnecessary back-and-forth.
- **Assignments are to be submitted on CANVAS** as a PDF or using the professional 2-column script template available on CANVAS. Video assignments are to be submitted as YouTube or Vimeo links from your personal account, with those links noted in the 2-column script template when necessary. **DO NOT** directly submit video files on CANVAS.

- **Late assignments** will automatically be penalized 20% of the applicable grade. The submitted time indicated in CANVAS will be considered official. There will be a 10-minute grace period for all assignments.
- **Rough drafts** will be required for some video projects. Each rough draft will be discussed in class and participating in that class discussion will be part of the grading rubric for those projects.
- **Final Project:** Each student must submit a final project. The project should follow all standards of journalism, focus on a single subject (not a newscast), and will be expected to demonstrate credible research and some element of investigative journalism. Failure to submit a final project means you cannot earn a passing grade for the semester.
- **Safety First:** Journalism is a craft that requires a high level of courage and instinct, but never at the expense of **Safety-First**. During this course, you will go to places on and off campus. Pay attention to your surroundings and personal safety at all times. Sometimes you will work in teams. Other times you will work by yourself. Do not go alone at night. When you are on assignment, let someone know in advance where you are going and when you'll be back. Before you go to cover a story, think about how you can stay safe. Use your instincts. If something or someone does not appear "safe," do not go there.

ELECTRONIC COMMUNICATION:

The students are required to use CANVAS and have UNT-assigned email accounts. Communicating with students using either CANVAS messaging or the UNT student email account is part of the university's contract with students. Electronic communication with students in this class will be through CANVAS messaging or the **students' myunt accounts**. Make sure to check your myunt email regularly. You can expect me to respond to CANVAS messages or email (from your myunt.edu account) within 24 hours Monday-Friday and within 72 hours on weekends.

Please address any questions about your grades with me in person or during an appointment so I can respect your privacy.

GRADING:

POINTS	LETTER GRADE
90–100	A
80–89	B

70–79	C
60–69	D
0–59	F

1. A: Original with evidence of skills and application of technique to high-quality content. Captures variety in visuals and audio, including moments, emotion. Creates cohesive narratives through capture and editing. Technique includes proper camera work (exposure, focus, stabilization, composition) and editing (tight, neat, and complete without visual or technical errors; no jump cuts). Sequencing builds in sections and adds to narrative. Audio balanced and clean, with thoughtful use of nat sound pops and sound bites. Fulfills all obligations for the assignment
2. B: Amateur-Level Work: Good quality and content with intention. The narrative is evident but potentially incomplete. Clip sequencing almost always builds logically, but one or two are off or do not fully add to the narrative. Audio is almost completely balanced and clean, and nat sound pops are used, but could be improved. Possibly includes moments or emotions, with minor technical flaws in either exposure, composition, or toning. Fulfills most assignment benchmarks.
3. C: Entry-Level Work: Average quality work where quality varies across visuals, audio, and editing. The intention for video clips and interviews is missing or needs improvement, with a moment or emotion. Flow is absent between sequences. Mismanaged and edited B-roll sequences. Flaws are apparent in the camera work (exposure, focus, stabilization, composition) and in the editing (mistimed edits, dead space, dead air, smashed edits, overuse of transitions, visual or technical errors). Clip sequencing does not build to completion or does not add to the narrative, with too many 1- or 2-clip sequences. Audio is partially unbalanced with hiss or clarity issues. Nat sound pops and sound bites are either minimal or need editing work. No jump cuts. Meets some assignment benchmarks.
4. D: Not Publishable: Poor quality not meeting assignment requirements for visuals, sequencing, work lacks content or evidence of intention, with major flaws in content, exposure, composition, and toning. Most sequences with 1- or 2-clips do not add to the narrative. Meets a few assignment benchmarks adequately.
5. F: Not acceptable. Used jump cuts.

ASSIGNMENTS:

All assignments are worth 100 points except where noted

FUNDAMENTAL ASSIGNMENTS (25% of final grade)

A1 A PROCESS IN PHOTOS	100
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A2 THE FIVE-SHOT SEQUENCE	100
A3 THE SILENT MOVIE PROJECT (Team)	100
A4a PROFESSIONAL INTERVIEW questions	50
A4b PROFESSIONAL INTERVIEW	50
A5a PRO IV Man on the Street Questions	50
A5b PRO IV Man on the Street Video	50
A6 Three-Point Lighting	100
A7 Voiceover and Scripts	100
A8 Fix the Video! Edit	100
A9A Community-Storytelling Project MOS Revised Questions	50
A9B Community-Storytelling Project MOS Video	50

PROJECT PREPARATION (20% of final grade)

Character-Driven Event Story Written and Class Pitch	100
Character-Driven Event Story Rough Draft	100
Community-Storytelling Project Written and Class Pitch	100
Community-Storytelling Project Class Pitch	100
Community-Storytelling Project MOS Revised Questions	50
Community-Storytelling Project MOS Interviews Video	50
Community-Storytelling Rough Draft	100

SMALL PACKAGE (20% of final grade)

Character-Driven Event Package Final Draft	100
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FINAL PROJECT (30% of final grade)

Community-Storytelling Final Draft (includes Final Exam in-class presentation)	100
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WEEKLY SCHEDULE (preliminary and subject to change):

WEEK/Day	DATE	TOPIC	
1 Monday	January 12	Lecture: Introduction, Syllabus	
1 Wednesday	January 14	Lecture: Recognizing and Thinking Visually; Sequencing; Finding Stories	
2 Monday	January 19	MLK DAY No Class	
2 Wednesday	January 21	Lecture: Visual Acumen and Storytelling; Sequencing, Introduce 5-shot sequence	

3 Monday	January 26	LECTURE: Sequencing and Visual Acumen Finding Stories: How and where to find stories; Combining story with the visual: What makes a good, interesting, and visual story? Silent Movie	
3 Wednesday	January 28	Hard drive check; Critique and review of select assignment submissions Lecture: Visual Acumen and Storytelling; Sequencing, Introducing the Five-shot sequence	
4 Monday	February 2	Narrative: Creating Narrative Storytelling with video sequences	
4 Wednesday	February 4	Lecture: Interviewing: The art of interviewing and capturing audio	

5 Monday	February 9	Critique: The Silent Movie Selects Lab: The Man on the Street Interviews	
5 Wednesday	February 11	LAB: The Professional Interviews Professional DO NOT BE LATE	
6 Monday	February 16	Lecture: Voiceovers with Prof. Emam	
6 Wednesday	February 18	Lab: VO Scripting with Prof. Emam	
7 Monday	February 23	Lecture/Lab: Three-Point Lighting	
7 Wednesday	February 25	Work Session: Professional Video and Voiceovers	
8 Monday	March 2	Lecture: Pitching Stories: The reasoning and techniques behind successful story pitches The Character-Driven Event Story	
8 Wednesday	March 4	Pitching Exercises	

<i>Spring</i>	<i>March 9</i>		
<i>Break</i>			
9 Monday	March 16	Introduce: The Character-Driven Event story	
9 Wednesday	March 18	CDE Story Pitches	
10 Monday	March 23	Advanced Editing and Workshop Guest speaker TBT	
10 Wednesday	March 25	CRITIQUE: CDE Final Drafts	
11 Monday	March 30	Introduce: Community Storytelling Project From the Inside: Telling stories about cultural groups. Local news impact, micro communities, have impact nationally	
11 Wednesday	April 1	LAB: MOS: Field Reporting/gauging public interest, what are they interested in?	

12 Monday	April 6	Community Storytelling Project Pitches	
12 Wednesday	April 8	Open	
13 Monday	April 13	Why local news matters?	
13 Wednesday	April 15	Open	
14 Monday	April 20	Who is impacted by community reporting?	
14 Wednesday	April 22	Open	
15 Monday	April 27	Lecture: AI and the latest technology in Journalism Do's and Don'ts	
15 Wednesday	April 29	Workshop	
FINALS WEEK	May 4	No Class	
WK16 FINAL EXAM	Wednesday, May 6 12:30-2:30	Presentations of your final projects.	

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

- Tuesdays and Wednesdays, 12:30–2:00 p.m.
- By appointment (Zoom) on Mondays and Thursdays, 1 p.m.–2 p.m.

My "virtual office" is always open; just send a message via CANVAS to me, and I promise to respond within 24 hours, except on weekends. See the first page for more information.

ATTENDANCE

One absence in the course is the limit without penalty toward your final grade, unless you have communicated with me from the beginning about an extraordinary problem. Arriving late to class or leaving early may constitute an absence for that day. This is a seminar course that requires your attendance and participation at each class meeting.

- **Attendance Policy:**
 - This is a face-to-face class that only meets once each week. Attendance will be taken during the first 15 minutes of each class. *One absence in the course is the limit without penalty toward your final grade, unless you have communicated with me from the beginning about an extraordinary problem. Arriving late to class or leaving early may constitute an absence*

for that day. This is a seminar course, and it requires your attendance and participation each class meeting.

- **Each UNEXCUSED absence after the first grace one will result in the loss of a grade. Absences, whether excused or otherwise, require notifying the professor as soon as possible once an issue or circumstance arises. The earlier and the more the professor knows ahead of time, the more can be done to rectify situations or develop solutions.** When communicating with the professor about absences, please explain the situation in full and offer potential solutions to avoid unnecessary back-and-forth.

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 \(https://financialaid.unt.edu/satisfactory-academic-progress-requirements\)](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 the situation. It is the student's responsibility to ensure all payments have been made.

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.

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Adobe Access

UNT has a contract with Adobe. The following link contains all the information that students will need to purchase a subscription, and opt-out of an existing agreement that is at a higher price: <https://cvad.unt.edu/cvad-it-services/it-services-adobe-cloud-access.html>

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.

Please send extended reservations approval from the professor to the following email: mayborn-equipment@unt.edu

Journalism Equipment Room - Location and Contact Information

The Journalism equipment room is located at **Chilton Hall 410 S. Ave. C, Room 155.**

Equipment room phone number is **940-565-3580.**

Equipment room email is mayborn-equipment@unt.edu.

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

Journalism Equipment Room - Operating Hours

Monday/Wednesday: 9 a.m. – 9:00 p.m.

Tuesday/Thursday: 9 a.m. – 9:00 p.m.

Friday: 9 a.m. - 6 p.m.

Sat-Sun: 12 p.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.

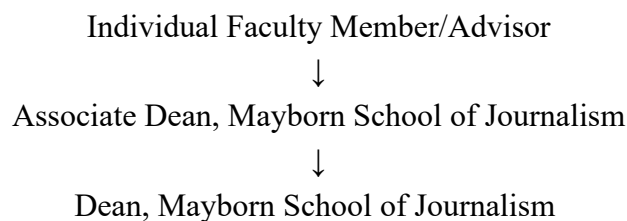
For example, if the student returns equipment 2 hours late, a 2 hour ban will be placed on the student's account.

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>). 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.

Students who fail to meet academic standards by either claiming other people's or AI work as their own, using AI tools without permission, falsifying or fabricating information, not crediting the work of others, or similar circumstances will be considered for reporting to the Office of Academic Integrity, and lose all points for the assignment, with the possibility of failing the entire course.

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 EXAM: Wednesday, May 6, 12:30-2:30 p.m. We will meet on the scheduled Final Exam day for this class.

ACCESS TO INFORMATION

As you know, your access point for business and academic services at UNT occurs within the [My.UNT site \(www.my.unt.edu\)](http://www.my.unt.edu). If you do not regularly check EagleConnect or link it to your favorite email 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 \(http://eagleconnect.unt.edu/\)](http://eagleconnect.unt.edu/) for more information 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 *IASystem* 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 \(www.spot.unt.edu\)](http://www.spot.unt.edu) or email spot@unt.edu. Spots survey dates:

Term	Survey Administration Dates
Regular Academic Session	April 14 – April 30
8W1	February 24 - March 05
8W2	April 28 – May 07
3W1	January 07 – January 08

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 \(www.deanofstudents.unt.edu\)](http://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 email 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

This is a class where you will develop your skills in visual storytelling for traditional broadcast and other emerging platforms. You will work on recording, reporting, visualizing, and editing content as you develop multiple short-form stories. You will also explore different styles of visual storytelling, including traditional broadcast formats (e.g., voice-overs, soundbites, and short packages) and multimedia formats, including still photography and on-screen graphics. You will also explore natural sound storytelling and short-form documentary storytelling.

- Class projects will require work outside of scheduled class periods.
- Time and deadline management are important professional skills and will be emphasized in this course.
- Teamwork is an essential element of professional journalism. Students will be assigned co-workers for some assignments; some will require solo work, and you may select co-workers when permitted.
- Second and third-party content cannot comprise more than 20% of any project and cannot violate conventional copyright or other rules. File or archive footage and other content, including CNN Newsource material, are also considered outside content for this course. If you have questions about outside content, please consult the instructor **before** using such material.

- **Double-dipping is never allowed.** Work must be created for this class within the permitted timeframes. Please consult the instructor early if you have questions about content created outside this class.
- **AI content generation or reliance upon it for work is never allowed.**
 - Student coursework and engagement are how learning occurs.
 - AI, though a valuable tool in limited circumstances, is not to be relied upon for content generation or to do the work for you. That is not learning.