UNT | MAYBORN SCHOOL OF JOURNALISM

Course: JOUR 3300
Professor: Daniel Rodrigue
Classroom: Chilton 154

Class times: Tues.| 6:35 p.m.--9:25 p.m.
Contact info: daniel.rodrigue@unt.edu

Description: Intro to Visual Communication for News. 3 hours. Introduction to basic video photography and editing, still photography and editing, for use in news and a digital multi-media environment. **Instruction in theory and practice of visual storytelling**. Instruction may include the operation of digital video cameras, digital still cameras, and non-linear video editing software.

Course Prerequisites: Journalism major status.

Journalism minor status: Students must have successfully completed JOUR 2300.

Textbook: **Required.** Students will be expected to read assigned chapters, **as well as required "handouts" and other course materials each week** as we progress through the modules (which will prepare students for the assignments and projects).

Title: Videojournalism: Multimedia Storytelling for Online, Broadcast and Documentary Journalists

By: Kobre, Kenneth

Edition : 2nd

Publisher : TAYLOR

ISBN 13 : 9781032223865

Required Reading: In addition to a traditional textbook, students will be ***required*** to read a combination of paper handouts distributed in class, as well as various posts, materials, documents and PDFs linked to in Weekly Modules (in Canvas). **All assigned readings will be preparing students to complete the assignments.**

Required Watching: Students will be required to watch several videos and video tutorials this semester, which will be listed and linked to in each week's Weekly Modules. **All assigned videos will be preparing students to complete the assignments.**

Required Materials: At least one **SD memory card** – 128GB SD Memory Card look for: SDXC 128 GB U3 V30, but, if you plan on going into photojournalism and can afford it, then I highly recommend two SD cards for reasons I will explain in class. One smartphone app (no purchase required): Adobe Lightroom Photo & Video Editor. One external hard drive for the second half of the course: 500GB or a 1 or 2 TB (such as a Seagate Portable 1TB, which is less "used to be than $75"...but keeps increasing each day....) **formatted for Mac OSX or exFAT.**

Note: Pay attention to when in-class assignments will be completed. Students will need to bring an SD card and/or a camera to nearly every class session after Week Two (or they will have to complete In-class Assignments after class on their own time outside of class).

Note: Some students may already have their own cameras, lenses, SD cards and other gear, but owning a camera, microphone and tripod is not a requirement for this course because students can check cameras out from the Mayborn Equipment Room.

Recommended Materials: SD card hard case. Noise-canceling headphones.

Course Description: The semester will be split into two parts: still photography then videography.

The first half of this course is designed to introduce students to traditional digital still photography, including acquiring a thorough knowledge of the terminology and operation of a mirrorless or DSLR camera, capturing and downloading digital image files to the computer and then the output of images for print and web usage. Including editing basics and talk of editing ethics in photojournalism. The class will also include a basic understanding of lighting techniques, both natural and artificial, for use in visual news reporting and storytelling, and how and when to use them for news or feature stories.

The second half of the course is designed to introduce more camera operations and visual storytelling skills to all Mayborn journalism students. You will learn how to shoot, transfer, and edit video for video story packages, and

to understand video standards and visual storytelling concepts.

The second section of the course focuses on using video to effectively tell a story, and it provides an overview of the fundamentals of video production, shooting techniques and editing fundamentals. Students will be introduced to the basics of shooting high-definition digital video and professional non-linear editing.

Students will learn how videos can be used to tell compelling narratives. The focus will be on both the editorial and technical skills involved in multimedia storytelling. This class is not designed to be an exhaustive examination of audio and video editing or video photography but an introduction to get you started on video storytelling – without voiceover narration (a natural sound story).

Your final grade will be determined from work performed for both the stills and the video portions of this course.

Technical Requirements

We will use UNT email and Canvas to communicate, and, possibly, by vote of the students: Microsoft Teams. Students must have regular and consistent access to a desktop or laptop computer to be successful. Students should check the Weekly Modules in Canvas each week, as well as reading over any current assignments. Students should be familiar with Canvas and submitting various media. While students will be permitted access to labs for workspace, you will be expected to use a computer or powerful tablet for content creation and editing. Students will also need a YouTube account at the end of the semester. Students must be flexible in adapting to multiple forms of image and package submissions, which will all be covered in class as we progress.

Communication & Participation Expectations

Students are expected to be engaged, professional and respectful during online and in-person interactions with classmates, professors, other professionals, as well as others in the community we encounter during class. Students should not be editing or working on other coursework during class. Diverse thoughts, individual creativity and a variety of content are critical to successful content creation, but students must respect others' opinions and ideas. Students can expect responses to emails within 48 hours during the weekdays and on Monday following a weekend. University email is the preferred method of contact (because Canvas sends a duplicate message).

Grading

Students can earn up to 2,000 points overall with 1,000 for each portion of the course. The total points will be averaged for your final grade. [Bonus assignments and points will be available. Stay tuned for details.]

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Stills Grading

Outside-of-Class Shooting Assignments (x4)	400
In-Class Assignments (x4)	200
Picture Page/Panel	100
Photo Story/Photo Essay	200
Participation & Professionalism	100
Total Points:	1000

Grading scale

A	900 – 1,000
B	800 – 899
C	700 – 799
D	600 – 699
F	< 599

Explanation of stills assignments & assessments:

- **Outside-of-Class Shooting Assignments:** Students will learn the manual settings then use DSLR or mirrorless cameras to complete a series of four photography assignments outside of class (assignments will be explained and demonstrated during class time).
- **In-Class Assignments**: Students will shoot a series of four photography assignments during class time. Depending on timing, weather and lighting conditions, at times the deadlines may be extended for 24 to 48 hours.
- **Photo Page/Panel**: Focusing on recent and relevant newsworthy topics, students will tell a story with a series of images paired with cutlines. (5 to 7 photos).
- **Photo Story/Photo Essay**: Focusing on recent and relevant newsworthy topics, students will tell a story or explore a topic with a series of images paired with cutlines. (10 to 13 photos).
- **Participation & Professionalism**: Participation covers both in-class activities and discussions, as well as the occasional online discussions in Canvas. Professionalism includes attendance, arriving on time to class instead of being tardy, as well as proper decorum and behavior in class. Students who are disruptive, behave inappropriately, and/or negatively impact the class are subject to immediate withdrawal. If you are being disruptive, you will be asked to leave class and be counted as absent.

    - There is to be no consumption of food or drinks in class.
    - Cellphone use, texting, or any use of social media during class time is strictly prohibited.

Assignment submission guidelines:

Cutlines: Nearly every photo submitted for all assignments will be required to include a unique cutline written in AP Style. A cutline/caption-writing how-to handout will be provided.

Embedded cutline: A complete cutline must be embedded in the description field of each image you submit, **or** as a document listing the image number and cutlines. Missing cutlines or captions will result in a loss of at least three letter grades for that assignment (or 30%), or the assignment may be returned as incomplete. Stay tuned, as the instructor will update the cutline standard as the assignments and projects progress.

Original work: All images you submit this Spring must be your own original work and created *this* semester and must have been taken *after* the assignment was made. **Students must be flexible in adapting to multiple forms of submission, which will all be covered in class.**

Due BEFORE class: All photography assignments (other than the in-class activities and assignments) should be submitted *BEFORE* class starts. If your images are not in before the start of class time, then it will be considered a late submission for the assignment.

Back up files: **Save <u>all</u> the images** you shoot for this class. At times I may ask to see "What other photos did you shoot for the assignment?"

Image File Size & Type: Students can capture the image in whatever format they prefer, but all assignments should include images submitted as JPG/JPEG files -- no RAW image files.

The instructor will not accept assignments as RAW files.

Image File Size & Type: Digital submissions must be: JPG/JPEG format – Compression 12 (maximum quality/minimal compression) – No RAW files! (And 1500 pixels on the longest dimension.)

The instructor will explain how to convert from RAW to JPG.

Filenames: Filenames must follow the convention used in the example within the assignment itself, for example:

YYMMDD_xxxx_YourName_AssignmentSlug (where xxxx is the unique sequence number for the files)

For example: 260818_0001_JaneDoe_Portrait

EXIF Data: Digital cameras record all of the camera's settings when taking a picture and store it in the image file. The settings include aperture, shutter speed, ISO, white balance and more. The EXIF Data can help me analyze the images and provide more detailed feedback. **Students are not to alter this information or delete it in any way. If a picture is submitted without this information embedded in the file, students will receive a zero on the assignment.**

Critiques: In this course, we will occasionally be critiquing each other's work in class. This is a way to learn how to make our content better, but it also means you will have to develop a thick skin just like the one you need for most newsrooms. Students may not agree with some of the comments from their classmates. Remember, it's just an "opinion." It doesn't mean they are "right." We all learn by looking at each other's work. After the in-class critiques, the instructor will grade each students' work and provide individualized feedback.

Weather-related alterations to course schedule: Weather-related alterations to course schedule: Both halves of this course, and some of our in-class demos and assignments, are very weather-dependent, moreover light-dependent, which means we will have to be flexible and sometimes change the course schedule and lessons around to accommodate the weather conditions. Sometimes we may move ahead, tabling a discussion, assignment or topic until a later week. We will take a handful of on-campus "field trips" to practice photography or work on in-class assignments, so, wear comfortable shoes to class. If it's storming out, then we will (mostly) stay inside. The instructor will always extend deadlines on projects if needed due to extended overcast or rainy weather days.

Note: Instructor reserves the right to amend syllabus, grading criteria, assignments, and course outline/schedule to best serve the needs of the class. Students will be notified when revisions are made.

Note: The 2nd half's outside-of-class assignments should be focused on one story package.

Video Grading

Outside-of-class Assignments (x2)	200
In-class Assignments (x2)	100
B-roll Assignment	100
Rough Cut Story Package	100
Final Edit Story Package	400
Participation & Professionalism	100
Total Points:	1000

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Explanation of video assignments & assessments:

- **Outside-of-Class Assignments:** Students will use DSLRs, mirrorless cameras or "Sony-Kits" to record two interview-based assignments outside of class (assignments will be explained and demonstrated during class time), but both Assignments are helping students work toward their Rough Cut and Final Story packages.
- **In-Class Assignments**: Students will complete two short video assignments during class time. One with smartphones, and the other with a Sony-Kit shared by students working in a group or "pod" of no more than three students.
- **B-roll Assignment**: Students will practice recording dynamic B-roll. [Or stay tuned for the alternate indoors-on-a-rainy-day assignment: "NAT Sound Scavenger Hunt"]
- **Rough Cut Story Package**: Students are required to identify and then pitch a news or feature story idea for a multimedia story package, once the pitch is approved by the instructor students begin outlining their pre-production, production and post-production processes before beginning to produce their package. Students will submit a rough cut for critique in class, before taking a week to make cuts, edits or additions. (Rough Cut Packages should be 2 to 3 minutes in length, unless otherwise approved by the instructor).

  Note: At least one Rough Cut must be submitted and critiqued before Final Cuts can begin.
- **Final Cut Story Package**: Students will submit the Final Cut of their Story Package for their final project. Final Cut Story Packages should be 1:30 to 2 minutes in length or TRT (total run time), unless otherwise approved by the instructor.
- **Participation & Professionalism**: Participation covers both in-class activities and discussions, as well as the occasional online discussions in Canvas. Professionalism includes attendance, arriving on-time to class instead of being tardy, as well as proper decorum and behavior in class. Students who are disruptive, behave inappropriately, and/or negatively impact the class are subject to immediate withdrawal. If you are being disruptive, you will be asked to leave class and be counted as absent.

  - There is to be no consumption of food or drinks in class.
  - Cellphone use, texting or any use of social media during class time is strictly prohibited.

Grading Rubric/Grading Criteria for Photo & Video Assignments (based on a 100-point scale):

A (90-100 points) — Ready to publish. Professional Level of Work. Near perfect in quality of content, exposure, composition, etc. Fulfills every requirement for the assignment.
B (80-89 points) — Ready to publish with minor edits. Intermediate Level of Work: Good quality of work with minor flaws. Fulfills most requirements for the assignment.
C (70-79 points) — Ready to publish with major edits. Entry Level of Work: OK quality of work with some flaws. Fulfills some requirements for the assignment.
D (60-69 points) — Not Publishable: Poor quality of work with major flaws in content, exposure, composition, etc. Fulfills few requirements for the assignment.
F (59 points or lower) — Not Acceptable: Needs to be reshot.

Teaching style: Students who attend class regularly and on time and then try their best on the assignments will do well in the class. It's my sincere goal that each of my students earns an "A" by the end of the semester.

Students enrolled in this course with the expectation of learning an Introduction to Visual Communications, but I cannot teach you the necessary skills to complete this course if you don't ask for needed help or you miss class regularly. And I do not give "make-up assignments" or "lecture notes."

It's your job to attend class, take notes and pay attention to every rabbit trail we take during class time, and to learn the information covered in the weekly modules and in our class sessions.

Visual storytelling skills won't magically come by osmosis to most students. The quantity and quality of theory learning and photograph production is closely correlated with the regularity, amount and quality of time the student spends in the "laboratory" (out there!) – snapping lots and lots of images. Making mistakes. Shooting. Reshooting. The adage "one learns by doing" cannot be overemphasized.

Most of the assignments for this class will take more planning and preparation than the time needed to actually finish the assignment. Students should only submit their best work by the deadlines. And I will make sure each student does well on the in-class assignments.

Attendance, Absences, Tardiness and Your Final Grade

First, I offer the rare "unicorn students" who attend each class day all semester a Bonus of 100 points toward any assignment. Basically, if you know you will attend all the class sessions, then you can "skip" one assignment. (Talk to me the last week of November. I take roll each class session, but students must remind me if they believe they qualify for these bonus points.)

Attendance is critical for a student to succeed in most courses, but, especially, in a **hands-on journalism course like Intro to Visual Communications for News**, which is designed to help lay a foundation and prepare you for future courses and your chosen careers in the field. Students in this course enrolled in a face-to-face class, and they are expected and required to attend each class, participating in the lecture and in class discussions.

Also, with a 6:35 p.m. start time punctual attendance is expected. Showing up late more than about 15 minutes late (depending on when I call roll) **without a legitimate excuse** will be counted as an absence, as attendance will be taken at the beginning of every class. Leaving class early also without special permission will be counted as an absence. **Just communicate what's going on, and I will be reasonable.**

If a student is absent or tardy, it is the student's responsibility to make up for any missed work or ask for notes from a classmate.

Things happen every semester, so, students are **allowed one "free" absence**. However, each subsequent absence will reduce your final grade by three points.

Late students will be given **one free "tardy"** during the semester. Afterward, if the student continues to be chronically tardy, then each tardy of more than 10 minutes will be counted as an absence. Be punctual. Coming in late disrupts the class, everyone else's focus, and hinders the learning process.

Tentative Course Outline / Schedule

*Subject to change based on weather, the news/newsworthy events, and the needs and special interests of the students in the class:

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Week	Topics, Reading & Materials	Activities & Assignments
1 August 18	**Module One** **Learning Delivery:** • Class Introductions & Discussion • Live lecture • Hands-on demos **Topic:** • Syllabus • Introduction to Visual Communications for News • Camera Operations • Equipment Checkout • "Pedicab Denton" **Objectives:** • Become familiar with course outline, schedule, and content • Practice shooting still content of various campus happenings to produce highly visual and engaging content • Earn high level understanding of visual journalism techniques and all the various distribution channels **Reading & Materials:** • Review syllabus, outline and assignments submission guidelines • **Photography cheat sheets**	**Activities:** • Practice shooting stills from various angles of view and focal lengths. • "Camera Simulator"
2 August 25	**Module Two** **Learning Delivery:** • Live lecture • Class discussion • Hands-on demos **Topics:** • Camera Basics: Exposure triangle: Aperture, ISO and Shutter Speed; DSLRs • Composition (in Street Photography) • Catchlight/Reflections • How to Critique Photographs • White Balance **Objectives:** • Understand fundamentals of camera operation and manual operation • Further hone skills needed to shoot various types of photojournalism • Apply lessons from lecture, text, and reading to foster discussion with peers **Reading & Materials** • Handouts in Weekly Module • Caption Writing Handout	**Discussion:** • Share examples of a recent news photograph that "stuck with you" with classmates **Activities:** • In-class Assignment No. 1 • DEMO: Assignment No. 1 (Due Week 3)
3 September 1	**Module Three** **Learning Delivery:** • Live lecture	**Peer Reviews:** • We will share "practice" images for feedback and critique.

	• Class Discussion/Critiques • Demos **Topic:** • Lenses, Aperture, Depth of Field (x3) • Portraits in photojournalism • Photojournalism 101: Rules, Guidelines, Cutlines and more. • Brandon Stanton: HONY **Objectives:** • Identify high-quality and engaging photography • Learn from peer feedback to enhance practice content **Reading & Materials** • Read and watch content in Weekly Module • Review a variety of work from: AP; Getty; Local (Tom Fox, Jason Janik, Kathy Tran, etc.)	**Activities:** • Incorporate peer and instructor feedback into new practice shooting **Assignment:** • Assignment No. 1 Due • In-class Assignment No. 2 • DEMO: Assignment No. 2 (Due Week 4)
4 Sept. 8	**Module Four** **Learning Delivery:** • Live lecture • Demo **Topic:** • The "art" of visual storytelling. • Action/Live Event Photography • Editing software **Objectives:** • Understand and identify engaging events on- and off-campus to cover • Become familiar with and comfortable approaching subjects for cutline information • Explore editing software **Reading & Materials:** • Read and watch all content in Weekly Module	**Discussion:** • "What kinds of slideshows and photos will you swipe through?" **Assignment:** • Assignment No. 2 Due • DEMO: Assignment No. 3 (Due Week 5)
5 Sept. 15	**Module Five** **Learning Delivery:** • Live lecture • Demos **Topic:** • Storytelling techniques and storytelling elements • Telling a story with one image vs. a series • Kenneth Kobre • Portraits, Environmental Portraits, Feature Photos	**Assignment:** • Assignment No. 3 Due • In-class Assignment No. 3 • DEMO: Assignment No. 4 (Due: Week 6) • DEMO: Photo Page/Panel (Due Week 7)

	Objectives:	

	• Identify unique storytelling techniques • Consider options **Reading & Materials** • Read and watch all content in Weekly Module	
6 Sept. 22	**Module Six** **Learning Delivery:** • Live lecture **Topic:** • Presenting content and editorial decisions • Ethics in VisComm • Kobre **Objectives:** • Improve content ethics, judgements and ability to provide editorial feedback • **Reading & Materials** • Read and watch all content in Weekly Module	**Assignment:** • Assignment No. 4 Due • In-class Assignment No. 4 • DEMO: Assignment Photo Essay/Photo Story (Due Week 8)
7 Sept. 29	**Module Seven** **Learning Delivery:** • Live lecture • Discussion • Reading Handouts • "Copy Cat" Lecture..? **Topic:** • Transitioning to multimedia **Objectives:** • Exercise editorial judgement to ensure stories are fair, balanced, and delivered in a chronological order engaging to the audience • Leverage a variety of channels to distribute content **Reading & Materials** • Read and watch all content in Weekly Module • Review two news broadcasts or websites and be prepared to discuss story selections and editorial judgment, as well as what you learned	**Discussion:** • What stories, broadcasts, podcasts, newscasts catch your interest? **Assessment:** • PP/P Due
8 October 6 **Semester Midpoint**	**Topic:** • Anchoring and live reporting vs. natural sound stories vs. VO • Story Ideas **Objectives:** • Apply journalism principles to creating broadcast content and story packages • Develop a story	**Discussion:** • What engages you in a news broadcast, clip or mini-doc? Why do you watch or share?

	• Utilize owned and acquired material (shot, AP, feeds, etc.) to produce an anchored content as talent **Reading & Materials** • Read and watch all content in Weekly Module	**Assignment**: Photo Essay/Photo Story due
9 October 13	**Topic:** • Syllabus Review • Freytag's Pyramid and other narrative storytelling structures • "Turtle Man" • Composition, lighting and framing, background talk **Objectives** • Understand various storytelling styles and narrative structures • Understand syllabus for second half, Panasonic cameras, setting up hard drive, transferring video, shooting • **Reading & Materials** • Read and watch all content in Weekly Module	**Discussion:** • What stories do you like to tell? What stories resonate? **Activities:** • Bring SD Cards and hard drive, check out a camera BEFORE class because we'll all shoot some video **Assignments:** • In-Class Video Project No. 1 • Interview & B-roll Video Project No. 1 (Due Week 11)
10 October 20	**Topic:** • Shot Sequencing • 3-shot vs. 5-shot • 180-degree Rule(s) **Reading & Materials** • Read and watch all content in Weekly Module	**Extra Credit:** Make a 30 second PSA about a local nonprofit or student club/organization. (Due by Week 14) **Assignment:** Interview & B-roll Video Project No. 2 (Due Week 13)
11 October 27	**Topic:** • The importance of social media and the Web in multimedia news • Guest Speaker **Objectives:** • Learn about non-traditional distribution channels Identify fact-based vs rumor mill sites **Reading & Materials:** • Read and watch all content in Weekly Module	**Assignment:** In-Class Video Project No. 2 **Discussion:** • Influencers, blogs, sites aside from mainstream **Extra Credit:** • Create social media posts. (Due Week 15)
12 November 3	**Topic:** **TBA**; instructions will be given in class beginning two weeks prior; Check Weekly Module and Announcement	**Discussion:** Online (Check Weekly Module)

	Reading & Materials • Read and watch all content in Weekly Module	
13 November 10	**Topic:** • Adding motion to still images, color correction and working on scripting **Reading & Materials** • Read and watch all content in Weekly Module	**Discussion(s):** • Peer feedback • Jobs in the media industry **Assignment** • **Work on Rough Cut**
14 November 17	**Topics:** • Troubleshooting. Discuss: "Lessons learned the hard way." Using graphics and text **Reading & Materials** • Read and watch content in Weekly Module	**Assignment:** • Keep editing Final Cut **Extra Credit:** • Attend a documentary film screening and report back.
15 December 1	**Topic:** • Screen rough cuts and provide feedback	**Discussion:** What worked? What could be better next time?
16 *FINALS WEEK* December 8	**Final Project Due: In-class screening of Final Cuts**	

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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.

Students will need to read several chapters from Kobre's textbook to help prepare for the assignments. The instructor will provide additional handouts.

OFFICE HOURS

I do not have an office at UNT. But I'll be in our classroom before and after class each week; making myself available to students to answer questions before class from approximately 5:30 p.m. to 6:30 p.m. If other students are already in the classroom, and you want to speak to me in private, then just let me know and we can chat outside of the classroom. My virtual office is always open; just email me, and I promise to respond within 24-48 hours, except on weekends. [If you do not hear back within 48 hours M-F, then, please, send a simple "Did you see this?" reminder and/or then try Canvas.]

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ATTENDANCE

One unexcused 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. Coming to class late or leaving early may constitute an absence for that day, depending on what's been covered or demonstrated. **This is a seminar course, and it requires your attendance and participation each class meeting.**

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	

Last Modified: March 9, 2026

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 resourcesand 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

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

Hours: Mon-Thurs 8:30am to 9:30pm. Friday's 9:00am to 6pm. Saturday and Sunday 10:00am to 6:00pm

Location: RTFP Building room 180i

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 - 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 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.

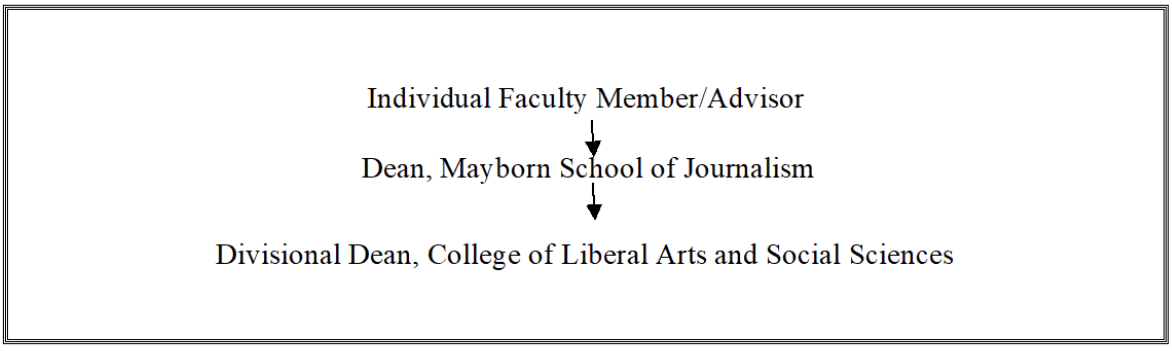
If the student returns equipment 72 hours late, a 72 hour ban will be placed on the student's account.

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**

This video shows how to get to the equipment room.

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.

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. No final exam for this course, instead the Final Cut of the Story Package is due by Finals Week when our class meets.

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). 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 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 *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) or email spot@unt.edu. Spots survey dates:

Term	Survey Administration Dates
8W1	September 29-October 8
8W2	December 1-December 10
Reg Fall Term	November 17-December 3

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).

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) 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)

STATEMENTS OF STUDENT LEARNING OUTCOMES

Statement of Student Learning Outcomes

- Demonstrate an understanding of the history and role of professionals and institutions in shaping communications
- Demonstrate an understanding of the diversity of peoples 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 diversity
- 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