***“Writing is easy: All you do is sit staring at a blank sheet of paper until drops of blood form on your forehead.”***

***—Gene Fowler***

***.”***  —*Hunter S. Thompson*

**JOUR 3310.001**

Feature Writing

Fall 2025

Instructor: EJ Vernon

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***Contact***

**Office hours:**

Mon./Wed. 2:30-4 p.m. or by appointment

**Email**

**Always use the Canvas email system Email sent to the unt.edu system will not be read.**

I will do my best to respond to Canvas emails within 24 hours - except on weekends.

Please do not email about assignments within 24 hours of their deadline; I may not be able to respond before the assignment is due.

Meeting Time: M/W 1-2:20 p.m.

Class Meeting Location: SYMR 220

Office: SYMR 259

**Course description**

From the time of the ancients, storytelling has engaged our senses, keeping us entertained as it subtly offers up meaning and helps us make sense of our world. This course is about storytelling through the medium of journalism, which employs feature writing as its vehicle.

If stories are working their storytelling magic, they put us in touch with our own humanity by allowing us to empathize with the joy and pain of other humans. The feature story does this through the use of narrative devices that, until the last century, were primarily the province of fiction—among them, scene setting, character development, dialogue, telling detail, point of view and voice. It employs these narrative devices while still rigidly adhering to truth, to accuracy, to journalistic ethics. Pretty tall order, but one I will ask you to meet during this course.

**Course objectives and goals**

Throughout this course you will learn how to:

* Develop good interviewing techniques for feature stories
* Write a “pitch” for a feature story
* Create a sense of place and telling detail
* Develop character
* Build story structure
* Use quotes vs. dialogue in features
* Understand how revision can transform writing
* Write publishable feature stories

**Texts**

* *AP Stylebook 2024-26*
* Assigned reading throughout the semester

**Course management**

**Canvas** will contain required postings, other course information, announcements and assignments. To aid transparency, Canvas will be used to post all grades.

**BYOD (optional):** Bring your own devices (laptop, etc.) to class when necessary to complete assignments

**Submission:** All work **must be submitted in .doc or .docx** format. Google docs, PDFs and other formats will not be accepted.

**Dropbox:** Dropbox will be used for story deconstruction. More to come.

**Course requirements**

**Feature stories**

You are required to produce four (4) stories and a book review for this class.

Each story must be an original story generated only for this course. No stories produced in other courses will be accepted.

**I.** **Personal Narrative Essay:** A rigorous examination of a first-person experience that gave you some insight into the human condition, 750-1000 words (*graduate students-900 words minimum*) in length and includes a photo or graphic that enhances the storytelling. **Due Sept. 15 at 11:59 p.m.**

**II.** **Profile Q&A:** This is the typical Q&A format with one source that is presented as if it were recorded, although there is some editing for length and clarity. But it appears to be the words of the interview and the subject. These should contain a narrative introduction and answers to a minimum of 10 questions. Length: 750 words minimum (*graduate students-900 words minimum*). **Due: Oct. 15 at 11:59 p.m.**

**III.** **Cityscape/Scene-setting:** This place profile contemplates that you will find a place or capture a scene relevant to your major feature story. It should be a place that describes a natural habitat for one of the characters in your story. What’s important in these stories is that you set the scene, reveal character, a sense of place and capture dialogue and telling detail, to make the place and the individuals in it come alive almost as its own character. Length: 500-750 words (*graduate students-750 words minimum*). **Due: Nov. 3 @11:59 p.m.**

**IV. Book Review:** The book analysis is designed to engage you in active reading. Part of becoming a better writer is becoming a better reader. You will select a book of your choosing, fiction or nonfiction, connected to the media industry in some way, read it and write a detailed analysis of the book. You will find additional details in the Book Analysis assignment. Length: 750 words minimum (*graduate students-900 words minimum*). **Due: Nov. 19 at 11:59 p.m.**

**V. Major Feature Requirements**

* 1,500- 2,000 words (*graduate students-1,800 words minimum*) in length; four live sources interviewed and quoted. Your friends, fellow students, family members, significant others, employers, or employees are not proper sources/subjects for your stories and will be disallowed. And no journalism professors or mentors for internships - please. If you feel you might have a conflict of interest- whether real or perceived- it is your obligation to come to me so we can work through any ethical issues your proposed story might present. **Due: Dec. 6 @11:59 p.m.**
* Subject matter will be built around the theme of “Transformers”—not the action-adventure characters found in too many movie sequels, but those people who are agents of change and are helping to transform their schools, their government, their streets, their workplaces, their communities, the arts, themselves. I want you to tell the stories of people who are courageous enough to go against the grain, fight the good fight, eschew conventional wisdom. People who through their work or their approach to life or the sheer force of their personality have made an impact and can truly be called difference-makers.
* The Major Feature will contain the following elements:
* Story proposal
* First draft and subsequent drafts
* Transcribed interviews (2)
* Final Draft (My expectation is that you will make multiple revisions from draft to draft)
* A photo or other graphic that enhances the storytelling

**Workshops:** Critiquing other writers will help you focus on the strengths and weaknesses of your own writing. That’s why workshops are an integral part of this class.

Workshops are conducted in person. You must bring a physical paper copy, typed and double-spaced, of a completed rough draft to class on workshop days. You will also bring an editing tool (e.g., colored pen) to use during revising. You will peer review two stories. Before you leave class, there must be editing and initials of two different peers on your rough draft. If you want credit for workshop, you must show me your paper with two peer edits before you leave class that day. If you do not bring a paper copy of a completed draft to class, you will not receive workshop credit.

**Story Deconstruction:** You will be assigned to a team, which will be responsible for leading the class discussion on an assigned story, deconstructing the story as directed. *More to come.*

**Journals:** We will be journaling regularly in class.

**Course work:** In-class assignments/activities, participation, attendance, etc.

**Grading**

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***Course Requirements***

**Features**

Personal Narrative: 10%

Profile Q&A: 10%

Cityscape/Scene-setting: 10%

Book Review: 10%

Major Feature: 40%

Workshops: 5%

Story deconstruction: 5%

Journals: 5%

Other assignments and attendance: 5%

***Grading***

**A:** Work is superb, on time and shows excellent effort.

**B:** Work is good, on time, shows effort.

**C:** Work adequate, room for improvement.

**D:** Work needs lots of improvement, shows little effort.

**F:** Work incomplete or not acceptable.

**Grade disputes:**You are required to wait 24 hours before contacting me to dispute a grade. Within that time, I expect that you will review the assignment details and reflect on the quality of the work you turned in. If you would still like to meet, email me to set up a meeting (I cannot discuss grades over email). You should come to our scheduled meeting with specific examples that demonstrate that you earned a higher grade than you received. If you miss your scheduled meeting, you forfeit your right to a grade dispute. If you do not contact me to schedule a meeting within seven days of receiving your grade, you also forfeit your right to a grade dispute.

**Attendance, deadlines and commitments**

Do not bother to make up a missed assignment because of an unexcused absence or tardiness to class. Late work is not accepted.

*I do not respond to requests to round up final grades or requests for extra credit as a last ditch effort to save your grade. Earn your grades.*

*There are no retakes in daily journalism. Deadlines are sacred. Treat this course as you would your first reporting job. Reporters who miss assignments, turn in sloppy work and blow off responsibilities are quickly terminated.*

Students are only permitted **one** unexcused absence. If you have legitimate reasons for an absence (illness, disaster, death, family emergency, religious holiday), email me beforehand. Other situations are subject to my discretion.

Plan to provide documentation, such as a physician’s note or a note from a relative explaining the emergency. Include a phone number so I may verify the note. Documentation must be turned in during the class period immediately following the absence.

**Class decorum**

**Be prepared:** Come to class familiar with assigned readings and ready to participate in discussion. Be on time. Submit assignments/stories by deadline.

**Etiquette:** Every person in this room possesses unique life experiences, which shape personal perspectives and opinions. Respect the opinions of others during discussion, even if you don’t agree. Shared differences enrich learning experiences.

**Academic Honesty**

Submitting your work to this class is equivalent to stating that you have produced the entire work by yourself and you have not previously produced this work to submit to another class or any other outlet. Plagiarism, fabrication, copyright infringement, and similar uses of other people’s work are unacceptable, leading to serious consequences for you. [Read UNT Policy No. 06.003 about Student Academic Integrity (Links to an external site.)](https://policy.unt.edu/policy/06-003)

Plagiarism, which in a nutshell, is using other people’s work as your own, is a serious offense in any discipline and a firing offense in the professional world. **Depending on the offense, consequences can result in a fail grade on the assignment, a failing grade in the course or other course action necessary. All situations involving potential academic dishonesty will be reported and handled through** [**procedures established by the UNT Office of Academic Integrity.**](https://vpaa.unt.edu/fs/resources/academic/integrity)

**AI Prohibited Use**

In this course you are to engage deeply with the materials and develop your own critical thinking and writing skills. For this reason, the use of Generative AI (GenAI) tools (e.g., Claude, ChatGPT, and Gemini) is not permitted. While these tools can be helpful in some contexts, they do not align with our goal of fostering the development of your independent thinking and creating original works. Using GenAI to complete any part of an assignment, exam, or coursework will be considered a violation of academic integrity, as it prevents the development of your own skills, and will be addressed according to the Student Academic Integrity policy. **Any assignments found using AI will receive a zero.**

**Class Schedule**

The follow pages contain a tentative schedule, and I reserve the right to adjust as needed.

|  |  |
| --- | --- |
| Week 1 Aug. 18    Aug. 20 | * Course Introduction/Overview * Narrative as a daily habit * Syllabus Quiz * Journal 1 * News v. features and recognizing a good feature story * Writing Assessment * Journal 2 |
| Week 2 Aug. 25    Aug. 27 | * Story deconstruction * Journal 3 * Finding and shaping feature story ideas * Journal 4 |
| Week 3 Sept. 1  Sept. 3 | * Labor Day * Writing the first person narrative   Journal 5 |
| Week 4 Sept. 8 Sept. 10 | * Writing day: First person narrative * Workshop: First person narrative*—paper copy of rough draft due in class* * Journal 6 |
| Week 5 Sept. 15    Sept. 17 | * Story deconstruction Team 1 * Story deconstruction Team 2 * Journal 7 * **First person narrative final due Sept. 15@11:59 p.m**. * Pitching stories for publication * Marketing report * Journal 8 |
| Week 6 Sept. 22    Sept. 24 | * The profile feature Q&A * Story deconstruction Team 3 * Journal 9 * Workshop: Profile feature ideas * Story deconstruction Team 4 * Journal 10 |
| Week 7 Sept. 29    Oct. 1 | * Writing a good book review * Story deconstruction: Team 5 * Journal 11 * Improving writing part 1 * Journal 12 |
| Week 8 Oct. 6  Oct. 8 | * Field assignment: Interviewing your profile subjects * Writing day: Q&A profile feature * Book review selections due |
| Week 9 Oct. 13  Oct. 15 | Workshop: Profile Q&A feature editing*—paper copy of rough draft due in class*  Journal 13  Improving writing part 2  Story deconstruction Team 6  Journal 14  **Profile Q&A final due Oct. 15 @ 11:59 p.m.** |
| Week 10 Oct. 20  Oct. 22 | * Major brainstorming workshop * Journal 15 * Improving writing part 3 * Transcribing interviews * Major feature pitches due Oct. 22@11:59 p.m. |
| Week 11: Oct. 27  Oct. 29 | * Writing day: Scene-setting/cityscape * Workshop: Scene-setting/cityscape editing*—paper copy of rough draft due in class* * Journal 16 |
| Week 12: Nov. 3  Nov. 5 | * Reading/Writing day: Book reviews, major features and story deconstruction * **Scene-setting/cityscape final due Nov. 3 @11:59 p.m**. * Story deconstruction Team 7 * Story deconstruction Team 8 * Journal 18 |
| Week 13 Nov. 10  Nov. 12 | * Writing day: Book reviews * Field assignment: Conducting and transcribing major feature interviews |
| Week 14 Nov. 17    Nov. 19 | * Workshop: Book reviews*—paper copy of rough draft due in class* * Writing day: major feature story * **Final book reviews due Nov. 19 @11:59 p.m.** * Journals due |
| Week 15 Nov.24-Nov. 26 | * Thanksgiving holiday |
| Week 16 Dec. 1  Dec. 3 | * Writing day: Major feature * Workshop: Major feature editing (Rough draft due-editing) * Major feature **due Dec. 6 @11:59 p.m.** |
| Week 17 Dec. 6 | * Final exam time: Saturday, Dec. 6 10:30 a.m-12:30 p.m. |

**MSOJ Syllabus Statements**

# 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

My office hours are Monday/Wednesday 2:30-4 p.m. You may also email me, and I will do my best to respond within 24 hours, except on weekends.

## 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. Coming to class late or leaving early may constitute an absence for that day.

## 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 situation. It is the student’s responsibility to ensure all payments have been made.

## A green and white calendar with white text AI-generated content may be incorrect.

## Accreditation

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

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

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

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

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

## Adobe Access

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](mailto: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**](mailto: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**](mailto:mayborn-equipment@unt.edu)**.**

Equipment room supervisor can be reached at [**ladaniel.maxwell@unt.edu**](mailto: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:

<https://forms.office.com/r/q9fakNFTM8>

This form should 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**](mailto:mayborn-equipment@unt.edu)or[**ladaniel.maxwell@unt.edu**](mailto: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:

|  |
| --- |
| Individual Faculty Member/Advisor  Associate Dean, Mayborn School of Journalism  Dean, Mayborn School of Journalism |

## 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](file:///\\cas-shared.unt.ad.unt.edu\SHARED\JOUR\FACSTAFF\ADMINISTRATIVE\COURSES\COURSE%20SYLLABI%20&amp;%20ATTACHMENTS\SYLLABI%20ATTACHMENTS\2021-2022\SPRING%202022\Office%20of%20Disability%20Access) (<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.

## Depending on the offense, consequences can result in a fail grade on the assignment, a failing grade in the course or other course action necessary. All situations involving potential academic dishonesty will be reported and handled through procedures established by the UNT Office of Academic Integrity

## 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. Final exam: Saturday, Dec. 6 10:30-12:30

## ACCESS TO INFORMATION

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

## Courses in a Box

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

## Important Notice for F-1 Students taking Distance Education Courses

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

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

(1) Submit a written request to the instructor for an on-campus experiential component within one week of the start of the course.

(2) Ensure that the activity on campus takes place and the instructor documents it in writing with a notice sent to the International Advising Office. The UNT International Advising Office has a form available that you may use for this purpose.

Because the decision may have serious immigration consequences, if an F-1 student is unsure about his or her need to participate in an on-campus experiential component for this course, students should contact the UNT International Advising Office (telephone 940-565-2195 or email [international@unt.edu](mailto: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](mailto:no-reply@iasystem.org)) with the survey link. Please look for the email in your UNT email inbox.  Simply click on the link and complete your survey.  Once you complete the survey you will receive a confirmation email that the survey has been submitted. For additional information, please visit the [SPOT website](http://www.spot.unt.edu/) ([www.spot.unt.edu](http://www.spot.unt.edu)) or email [spot@unt.edu](mailto:spot@unt.edu). Spots survey dates:

|  |  |
| --- | --- |
| **Term** | **Survey Administration Dates** |
| [Regular Academic Session](https://vpaa.unt.edu/spot/calendars/fall-calendars/fall-regular.html) | November 11 - December 04 |
| [8W1](https://vpaa.unt.edu/spot/calendars/fall-calendars/fall-8w1.html) | September 30 - October 09 |
| [8W2](https://vpaa.unt.edu/spot/calendars/fall-calendars/fall-8w2.html) | December 02 - December 11 |

## Acceptable Student Behavior

Student behavior that interferes with an instructor’s ability to conduct a class or other students' opportunity to learn is unacceptable and disruptive and will not be tolerated in any instructional forum at UNT. Students engaging in unacceptable behavior will be directed to leave the classroom and the instructor may refer the student to the Dean of Students to consider whether the student's conduct violated the Code of Student Conduct.  The university's expectations for student conduct apply to all instructional forums, including university and electronic classroom, labs, discussion groups, field trips, etc.  The Code of Student Conduct can be found on the [Dean Of Students website](http://www.deanofstudents.unt.edu/) ([www.deanofstudents.unt.edu](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 e-mail at [SurvivorAdvocate@unt.edu](mailto: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)

(<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](https://studentaffairs.unt.edu/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](https://studentaffairs.unt.edu/care) – Free to UNT Students

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

Dean of Students, University Union

940-565-2648

[careteam@unt.edu](mailto:careteam@unt.edu)

4. [Psychiatric Services](https://studentaffairs.unt.edu/student-health-and-wellness-center/services/psychiatry)

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

940-565-2333

5. [Individual Counseling](https://studentaffairs.unt.edu/counseling-and-testing-services/services/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/): [(](file:///\\cas-shared.unt.ad.unt.edu\SHARED\JOUR\FACSTAFF\FACULTY%20&%20STAFF\SYLLABI%20&%20ATTACHMENTS\SYLLABI%20ATTACHMENTS\2020-2021\FALL%202020\FROM%20THORNE%20FOR%20CANVAS\()<http://www.suicidepreventionlifeline.org>)

## STATEMENTS OF STUDENT LEARNING OUTCOMES

**Upon completion of this course, students should be able to:**

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