**JOUR 3321-001 News Reporting, Writing & Editing**

**Fall 2025**

**Instructor:** Kerry Gunnels

**Class:** Tu/Th, 9:30 a.m. – 10:50 a.m., Sycamore 224
**Lab:** Th, 2 p.m.– 3:20 p.m., Sycamore 224

**Office:** Sycamore 259

**Office hours:**

**Tues:** 8 a.m. – 9:30 a.m., 11 a.m. - Noon

**Thurs:** 8 a.m. – 9:30 a.m., 11 a.m. - Noon

Or by appointment.

**Email:** kerry.gunnels@unt.edu

**Cell:** 214-803-3685 (Text first and identify yourself. I don’t respond to unfamiliar numbers.)

**TA/Mentor:** John Anderson

**Books and required reading:**

✓*Dynamics of News Reporting and Writing: Foundations for a Digital Age,* Third Edition, by Vincent F. Filak, Sage

✓ *North Texas Daily* (at ntdaily.com)

✓  *AP Stylebook.* Hard copy (recommended) or online access.

✓ *Dallas Morning News* e-edition (recommended)

**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.

**Course description**

In this practical class, you work as a beat reporter. You will further develop the reporting and writing skills you learned in Journalism 2310 (or its equivalent), applying these by finding, researching and writing your own news and feature stories. If suitable for publication, I will help you pitch your best stories to UNT’s student newspaper, the North Texas Daily and/or its online version, ntdaily.com.

As part of this class, you will learn how to conduct face-to-face interviews with sources, how to develop a rapport with such sources and how to overcome their initial reluctance to talk to you. These are important skills for almost any working professional – but absolutely essential for all journalists. Working closely with me and John Anderson, my graduate assistant, you will write stories incorporating various reporting techniques, sources, databases, state and federal open records laws, journalism ethics and legal issues, multiculturalism and diversity, multi-platform and explanatory journalism, specialty and investigative reporting, and feature writing. The course will examine a digital-first newsroom approach to gathering information utilizing social media, online reporting and shooting video and photos using a smartphone.

This class is for journalism majors, not minors. You must have passed JOUR 2310 or its equivalent before taking this class

You must pass this class with a **C or better** to proceed in your major.

## **Course objectives**

Upon successfully completing this course, students should be able to:

* Evaluate the credibility of sources.
* Evaluate the newsworthiness of a story.
* Gather information more quickly on deadline, even when sources are uncooperative.
* Understand the “real world” of a journalist in today’s global news environment.
* Communicate more effectively with multiple audiences across multiple platforms.
* Work individually and collaboratively to produce publishable work.
* Demonstrate basic editing skills such as proof reading, copyediting and story editing that will make your work more professional and publishable.
* Understand and be able to apply First Amendment principles and the law appropriate to professional practice.
* Demonstrate an understanding of the diversity of groups in a global society in relationship to communications.

**Grading**

This course has a possible 1,000 points.

**The grading scale is:**

**• 900-1,000 points: A**

**• 800-899 points: B**

**• 700-799 points: C**

**• 600-699 points: D. The course must be repeated for credit.**

**• Below 600: F. The course must be repeated for credit.**

**A grade of Incomplete can be given under these defined circumstances:**

 • Only during the last quarter of the semester.

 • Only if the student is passing.

 • Only if the student has a justifiable and documented reason beyond their control.

**Course requirements**

* A **portfolio** of at least four high-quality, publishable stories. **(700 points)**:
	+ Three must be on your beat, **all** must be 500-850 words (2-3 pages, typed double-spaced) and have a digital element – photo, video, graphic, chart, stats box, etc. Each must have two quoted live human sources. **(150 points each)**
	+ One of your four stories must be a longerstory between 1,000-1,500 words – an in-depth news feature, investigative piece or profile. It must have at least three quoted live human sources and some form of art (photo, video, graphic, etc.). **(250 points)**
* The rest of your grade (**300 points)** will be based on the following:
	+ **Weekly style quizzes** **(10 @ 10 points each, 100 total points)**
	+ **Four writing exercises (25 points each, 100 total points)**
	+ **Classroom participation and attendance**. **(100 points)**

**Lab format**

Part of each lab session can be used to work on your stories and to consult with John Anderson or me about any problems or questions you have about reporting and writing them. Most sessions will involve some classroom instruction so refrain from scheduling interviews during lab time.

You will be assigned a beat, and John and I will help you come up with story ideas. I will set deadlines and edit final versions of your stories. You are expected to keep in close communication with us about your work, whether in person during lab or by phone or email.

No stories can be submitted to the *NT Daily* without my approval.

Meeting deadlines is crucial, and the failure to do so will impact your grade. While some lab time may be used to work on your stories, you must be prepared to report and write the bulk of your stories outside of the lab.

**If you miss a lab for an excused absence, it is your responsibility to contact me to make up any missed work in a timely fashion. Failure to do so will have consequences.**

**Course Management**

We will use Canvas (canvas.unt.edu) in a limited-way-only for this class. I will use it as a timely way to communicate with you about changes in classroom topics and other developments that could impact our discussions about journalism. I also will use it to share articles and other information that I think could have a bearing on our discussions this semester. But the announcements section of Canvas will be the limit of my use of the system. Check that portion of Canvas regularly. I’ll share all other pertinent information with you in class or by email. While I will not post grades on Canvas, I will provide you with regular updates about your accumulation of points, and you’re welcome to inquire about your grade status at any time.

**If you have a personal problem that prevents you from completing your work, come talk to me.**

* I will attempt to reply to email messages from you in a timely manner, within at least 24 hours, sooner in most cases. While I check my UNT email on weekends and during spring break, I do so sporadically. If you have a real emergency and need to reach me quickly, the surest way is to text me. I’ve provided my cell phone number, but don’t abuse it.
* Time management is an essential component of this class along with your journalism skills, critical thinking and creativity.

**More about your stories**

* Don’t procrastinate. Meeting the minimum quota of four stories will be difficult if you fall behind. You’ll need to develop sources on your beat and conduct numerous interviews before you’re able to generate quality stories that can be published.
* All four stories must be generated **for this class only.** No stories written in other classes or directly for the *NT Daily* (if you are on staff) will be accepted. That means no double-dipping.
* **No stories can be written about family members, friends or employers.** Stories about your professors will be highly discouraged. These present real or apparent conflicts of interest.
* Deadlines are sacred and will be strictly enforced:
* Except for excused absences, missing a deadline on a story (or a written assignment) could result in the loss of ½ a letter grade (50 points) for each day late.
* Except for excused absences, no story (or written assignment) will be accepted unless it is received within**14 days** of the date it was due. If received after 14 days, you may get an F for the story.
* No story will be accepted after the last day of class.
* All work for this class **must be typed, double-spaced and formatted in a Word document only.** I prefer you use Times New Roman font, 14-point type size. No handwritten work will be accepted**.**
* Don’t wait until the last minute to contact me if you are having problems making deadline.

**Other matters**

**Attendance:** You should treat this class as you would a job. I expect you to be present for every class and lab unless otherwise instructed. If you have legitimate reasons for an absence (illness, disaster, family emergency), email me beforehand. If you have a religious holiday, please let me know beforehand. After three unexcused absences, you may lose a half a letter grade (50 points) for each unexcused absence thereafter. The key is communication, and I am more likely to excuse an absence that I know about in advance.

Being late to class shows a lack of courtesy to me and to your classmates. I understand unavoidable circumstances sometimes occur, but persistent tardiness could have an impact on your grade. **This is a seminar course, and it requires your attendance and participation at each class meeting**. What you miss cannot be replicated in any effective way.

Let me know if you are unable to attend class meetings because you are ill, in mindfulness of the health and safety of everyone in our community.

If you are experiencing any [symptoms of COVID-19](https://www.cdc.gov/coronavirus/2019-ncov/symptoms-testing/symptoms.html) please seek medical attention from the Student Health and Wellness Center (940-565-2333 or askSHWC@unt.edu) or your health care provider PRIOR to coming to campus.

**Saving your work:** You are responsible for making copies of all of your work on thumb drives or by emailing finished assignments to yourself. You cannot save material on the computers in the lab. Save all graded copies of your work (including labs) that have been returned to you, since this is the only way to resolve any potential discrepancy between the grade you are assigned and your own calculation of your grade.

**Cell phone and computer policy**: **Cell phones should NEVER be used in class** except for class work. If you use your phone during class, I reserve the right to either confiscate your phone and return it to you after class or give you a zero for any class work due that day.

Computers should NEVER be used in class unless part of a class assignment or used to take notes. Computer technicians can see anything on your computer screen.

**Be prepared:** For class discussions and quizzes, each week you should read IN ADVANCE OF CLASS the assigned chapters in your textbook and any handouts provided as homework for that class. You also must read:

* The *North Texas Daily* and *The Denton Record Chronicle*, both available free and online.
* *The Dallas Morning News* and/or the *Fort Worth Star-Telegram*, available online. They both have fire walls.
* Also, check out *The New York Times* *(*nytimes.com*)* and the *Washington Post* (washingtonpost.com) for examples of excellent reporting and writing.

**JOURN 3321 Class Schedule: Fall 2025**

I will keep you updated on any changes to this schedule. Timing of guest lecturers, for instance, necessarily must remain fluid. And relevant current events or industry developments could impact classroom discussions in unanticipated ways. Flexibility is a valuable trait for any journalist, and we will be guided by that principle. Unless directed otherwise, however, I expect you to read the scheduled chapters and readings (from *Dynamics of News Reporting and Writing*), as well as any assigned essays, articles and handouts, ***before*** you come to class and to be prepared to engage in a spirited discussion about them.

**Week 1**

**Aug. 19:** Introductions, course overview.

**Aug. 21:** What is news? (And what isn’t!)

 **LAB:** Assign beats.

**Week 2**

**Aug. 26:** Keeping the audience in mind. Read Chapter 1 “Audience-Centric Journalism.”

**Aug. 28:** Finding news on a beat. Read Chapter 8, pp. 162-167. **Hand out Writing Exercise 1.**

 **LAB:** AP style quiz No. 1. Getting to know your beat.

**Week 3**

**Sept. 2:** **Writing Exercise 1 due.** Class critique of Writing Exercise 1.

**Sept. 4:** Writing ledes – Setting the hook. Read Chapter 3, pp. 41-52.

 **LAB:** AP style quiz No. 2.

**Week 4**

**Sept. 9:** Alternate ledes: Beyond the 4 Ws and an H. Read Chapter 4, pp. 68-79.

**Sept. 11:** How to write good. A review.

 **LAB:** AP style quiz No. 3.

**Week 5**

**Sept. 16:** Interviewing: The personal connection. Read Chapter 6, pp. 112-126.

**Sept. 18: Story 1 draft due at beginning of class.** Lecture: Interviewing, continued. **Hand out Sept. 23 editing schedule for Story 1 draft.**

 **LAB:** AP style quiz No. 4.

**Week 6**

**Sept. 23:** Valuable lessons learned early: The Ken Curtis interview. **Hand out Writing Exercise 2.**

**Sept. 25:** **Final draft of Story 1 due at beginning of class. Writing Exercise 2 due.** Lecture: Class critique of Writing Exercise 2.

 **LAB:** AP style quiz No. 5.

**Week 7**

**Sept. 30:** To quote or not to quote. Read Chapter 3, pp. 52-59.

**Oct. 2:** Covering speeches and meetings. Read Chapter 7, pp. 138-143.

 **LAB:** AP style quiz No. 6.

**Week 8**

**Oct. 7:** Covering cops and courts.

**Oct. 9: Draft of Story 2 due at beginning of class.** Lecture: Covering politics and government. **Hand out editing Oct. 14 editing schedule for Story 2 draft.**

 **LAB:** AP style quiz No. 7.

**Week 9**

**Oct. 14:** Digital reporting – Reporting (and writing) in real time. Read Chapter 10, pp. 204-219.

**Oct. 16: Final draft of Story 2 due at beginning of class.** In class, guest lecturer Scott Parks, former reporter/editor, *Dallas Morning News*. **Hand out Writing Exercise 3.**

 **LAB:** AP style quiz No. 8.

**Week 10**

**Oct. 21: Writing Exercise 3 due.** Class critique of Writing Exercise 3. **Hand out Writing Exercise 4.**

**Oct. 23: Writing Exercise 4 due.** Class critique of Writing Exercise 4.

 **LAB:** AP style quiz No. 9.

**Week 11**

**Oct. 28:** Writing features. Read Chapter 4, pp. 72-29.

**Oct. 30: Draft of Story 3 due at beginning of class.** Features that sing. **Hand out Nov. 4 editing schedule for Story 3 draft.**

 **LAB:** AP style quiz No. 10.

**Week 12**

**Nov. 4:** Guest lecturer Ed Timms, executive editor, KERA News.

**Nov. 6:** **Final draft of Story 3 due at beginning of class.** Social media – Perils and merits.

 **LAB:** Social media discussion.

**Week 13**

**Nov. 11:** Media law, Read Chapter 12, pp. 240-253.

**Nov. 13:** Media law, continued. (The importance of Times v. Sullivan)

 **LAB:** Media law discussion questions.

**Week 14**

**Nov. 18:** Media ethics – The 7 deadly sins of journalism. Read Chapter 13, pp. 262-276.

**Nov. 20:** **Draft of Story 4 due at beginning of class.** Effective reporting in times of crisis. (Lessons of Terrible Tuesday). **Hand out Dec. 2 editing schedule for Story 4 draft.**

 **LAB:** Work on Story 4.

**Week 15**

**THANKSGIVING BREAK.**

**Week 16**

**Dec. 2:** How to save journalism – A prayer.

**Dec. 4: Final draft of Story 4 due at beginning of class.** Survival tips for the newsroom.

 **No LAB**

**There is no final exam for this course.**

**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.

**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.

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**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.

**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:

<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**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:

|  |
| --- |
| Individual Faculty Member/AdvisorAssociate Dean, Mayborn School of JournalismDean, 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:///%5C%5Ccas-shared.unt.ad.unt.edu%5CSHARED%5CJOUR%5CFACSTAFF%5CADMINISTRATIVE%5CCOURSES%5CCOURSE%20SYLLABI%20%26amp%3B%20ATTACHMENTS%5CSYLLABI%20ATTACHMENTS%5C2021-2022%5CSPRING%202022%5COffice%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.

**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.

**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) 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](http://www.spot.unt.edu/) ([www.spot.unt.edu](http://www.spot.unt.edu)) or email spot@unt.edu. Spots survey dates:

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| --- | --- |
| **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 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

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:///%5C%5Ccas-shared.unt.ad.unt.edu%5CSHARED%5CJOUR%5CFACSTAFF%5CFACULTY%20%26%20STAFF%5CSYLLABI%20%26%20ATTACHMENTS%5CSYLLABI%20ATTACHMENTS%5C2020-2021%5CFALL%202020%5CFROM%20THORNE%20FOR%20CANVAS%5C%28)<http://www.suicidepreventionlifeline.org>)

**STATEMENT OF STUDENT LEARNING OUTCOMES**

**UNT MAYBORN SCHOOL OF JOURNALISM**

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

This course, JOUR 3321, will help to meet the student learning outcomes that have been checked by your professor, Kerry Gunnels.

Each graduate must:

* Understand and apply the principles and laws of freedom of speech and press for the United States of America.
* Demonstrate an understanding of the history and role of professionals and institutions in shaping communications.
* Demonstrate an understanding of diversity in domestic society in relation to mass communications.
* 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.