JOUR 3200: Mass Comm. Research Methods

“Research.” You probably have some ideas that come to mind when you hear the word. What do you think about? Numbers? Statistics? Data? Sure. You may have held off on taking this class because you’re nervous or hesitant. Look, I understand. However, I guarantee this class is different from what you think! I’ve designed this class to defy your expectations. Instead, to me, this class is all about finding the most effective ways to justify statements you want to make. We live in a world where fake news and bogus information are rampant. As a communications professional, you can use research to help build your case, demonstrate your knowledge, and be persuasive!

Being able to conduct research and interpret findings are essential skills for all occupations in the field of communications and have increased in desirability among employers in recent years. When I speak with practitioners they not only note the importance of being able to do research, but they wished they had taken more classes in this area!

In this course you will learn about aspects of the research process from start to finish. You will be asked to explore questions pertinent to the field and perform a variety of data collection and analysis techniques to justify a decision you’d make if you were at a public relations firm, advertising agency, or other professional position. We will cover qualitative and quantitative research method best practices. We’ll also discuss the value of reviewing existing research.

A critical aspect of this course is becoming an ethical researcher. We’ll cover this early on and carry that training throughout the semester in everything we do. You’ll be asked to consider how your implicit biases play a role in how you recruit, collect, and distribute research findings. At every point in the research process it is essential that we uphold the Belmont Report principles of respect for persons, beneficence, and justice. This includes exploring and understanding diverse perspectives and across gender, race, ethnicity, age, sexuality, and other aspects of humanity.

At the end of the semester, in addition to a ton of new skills, you’ll also have a research portfolio you can submit to employers to demonstrate your knowledge in research methods! Cool!

Objectives:

1. **Demonstrate the necessity of the Belmont Report principles.** Respect for Persons, Beneficence, and Justice. Exhibit how these are applicable to a communications research context.

2. **Extract and distill relevant insights from existing research reports.** Build a knowledge base on timely advertising and public relations challenges. Consider implicit biases in existing research.

3. **Design and execute qualitative research.** Develop research tools, engage in in-depth analysis procedures, and generate meaningful conclusions based on how or why questions.

4. **Interpret and create quantitative research data.** Produce, analyze, and visualize data-driven decisions based on how much or to what extent a phenomenon takes place.
**Prerequisites:** You should already be a JOUR major and completed the Mayborn School of Journalism’s Foundational Courses – including Elementary Probability & Statistics (MATH 1680).


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**Yessssss – the books is required!** This is a great introductory book and will be a solid reference for you to have around in the likely event that you need to do research at a future job or another class.

**Other required materials:** Zoom platform with working webcam and microphone

**Communications:** Please send me an email or a Canvas message if you have any questions. Plus, I am available during office hours via a Zoom link I will provide. Please do not contact me less than 24 hours before something is due, as I won’t be able to guarantee a response before the deadline. You wouldn’t give your boss 24-hours notice either, so this is good practice for the real world. Note that FERPA guidelines require that I only reply to your my.un email address or a Canvas message. Throughout the course I will make the assumption that you have read this syllabus and have read all Canvas messages and instructions before contacting me.

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***Fall 2020/Online Tips:*** Yeah. It’s a weird time. Starting here in the syllabus, the content that follows is extra important during this semester, as we are completely online and still amid a pandemic. Our class is asynchronous (i.e. no set meeting time) and completely online. Each week’s content will open on **Tuesdays at 9 AM** (see course calendar on page 4). Assignments are due the following Monday at 11:59 PM. You can thus complete the content at your leisure throughout the week. I’ve been teaching online courses for several years now. **Tip:** I suggest selecting a day and time in which you will treat as your “class period,” as if you were attending the class in person. Use that same date and time every week and stick to your schedule. That said, it can be any day you want! **Cool flexibility!** Reminder that all of the communication for the course will be through Canvas messaging and announcements. Canvas is your friend. Make sure that the email address you have connected to Canvas is one you check every day.***

**Attendance/Participation:** Everyone in this class has an extremely important role. As a class we will rely on your insight to contribute to our group’s “bigger picture.” If you foresee any event compromising your ability to complete work for this class, please let me know right away. If you miss class for an emergency (e.g. family-related, etc.) or medical reason, you must present formal documentation when you attend the next class. I expect you to complete all assignments on time, just as you would in the real world.

**COVID-19:** Per above, contact me if you are unable to attend class because you are ill due to a related issue regarding COVID-19. It is important that you communicate with me prior to being absent so I may make a decision about accommodating your request. If you are experiencing any **symptoms of COVID-19** 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. UNT requires you to contact the UNT COVID Hotline at 844-366-5892 or COVID@unt.edu for guidance on actions to take due to symptoms, pending or positive test results, or potential exposure. You will have to show me valid evidence that you’ve contacted to the UNT COVID Hotline or I will not be able to accommodate any requests for extensions.

No Baloney: It’s hard to learn in an environment that feels uncomfortable. In this class, you are required to exhibit respect to myself, Brielle, and your classmates. I take this seriously. We’re here to learn. Should it be determined that you are disruptive, exhibiting signs of harmful behaviors, being a jerk, etc. a formal report will be submitted to the Dean of Students Office, the UNT CARE Team, or other corresponding committee. This policy applies to violations of the honor code. This policy also applies to any discussion of hate, discrimination, harassment of any person for any reason. I won’t ask questions, I’ll just file the report.

Late Work: The world is run by deadlines. Turn assignments in on time. Assignments submitted after the deadline will receive a 5% deduction for each day that passes. A “new day” starts the minute after the assignment is due. The deadlines outlined in the course calendar will not be changed. Each assignment on Canvas is left open past the due date to accommodate for late work submissions. Submit late work to Canvas under the corresponding assignment. Do not send me or Brielle any assignment via email or Canvas message, ever. We get too many emails.

Class Recordings & Student Likeness: Some sessions in this course will be recorded for students enrolled in this class section to refer to throughout the semester. Class recordings are the intellectual property of the university or instructor and are reserved for use only by students in this class and only for educational purposes. Students may not post or otherwise share the recordings outside the class, or outside the Canvas Learning Management System, in any form. Failing to follow this restriction is a violation of the UNT Code of Student Conduct and will lead to disciplinary action.

Technical Assistance: Part of working in the online environment involves dealing with the inconveniences and frustration that can arise when technology breaks down or does not perform as expected. Here at UNT we have a Student Help Desk that you can contact for help with Canvas or other technology issues.

<table>
<thead>
<tr>
<th>UIT Help Desk: UIT Student Help Desk site</th>
<th>Email: <a href="mailto:helpdesk@unt.edu">helpdesk@unt.edu</a></th>
<th>Phone: 940-565-2324</th>
</tr>
</thead>
<tbody>
<tr>
<td>In Person: Sage, Room 130</td>
<td>Walk-In Avail: 8am-9pm</td>
<td>Laptop Checkout: 8am-7pm</td>
</tr>
</tbody>
</table>

Wear a Mask: Face coverings are required in all UNT facilities. Yeah, yeah. Our class is online, but I like to put this reminder in the syllabus to emphasize its importance. Treat a mask like you would pants. Come to campus with a mask and wear it when you are on campus.

If you are unable to wear a face covering or do not feel you can safely attend class without your face covering due to a disability, please contact the Office of Disability Access to request an accommodation. UNT face covering requirements are subject to change due to community health guidelines, i.e. wouldn’t it be great if by the end of the semester we saw a decrease in COVID? Wear a mask. Please let’s get this over with.

Final Exams: There is not a final exam in this course. Your knowledge will be assessed through quizzes throughout the semester. Generally, I find that projects are more effective in demonstrating your knowledge and confidence in our course objectives. Please note the course calendar outlined on page 4.
Each week opens at 9 AM on Tuesdays. That week’s work is due the following Monday by 11:59 PM.

<table>
<thead>
<tr>
<th>Week</th>
<th>Module</th>
<th>Week Opens</th>
<th>Week Closes</th>
<th>Topic(s)</th>
<th>To Turn In</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Introduction to Research</td>
<td>8/25</td>
<td>8/31</td>
<td>What the WHAT is Research?</td>
<td>Introductions</td>
</tr>
<tr>
<td>2</td>
<td>Introduction to Research</td>
<td>9/1</td>
<td>9/7</td>
<td>Becoming an Ethical Researcher</td>
<td>Research Certificate</td>
</tr>
<tr>
<td>3</td>
<td>Introduction to Research</td>
<td>9/8</td>
<td>9/14</td>
<td>What Do We Already Know?</td>
<td>Literature Review</td>
</tr>
<tr>
<td>4</td>
<td>Qualitative Methods</td>
<td>9/15</td>
<td>9/21</td>
<td>Introduction to Qual Methods; Interviews</td>
<td>Quiz 1</td>
</tr>
<tr>
<td>5</td>
<td>Qualitative Methods</td>
<td>9/22</td>
<td>9/28</td>
<td>Challenge Report!</td>
<td>Challenge Report 1</td>
</tr>
<tr>
<td>6</td>
<td>Qualitative Methods</td>
<td>9/29</td>
<td>10/5</td>
<td>Digital &amp; Qualitative Thematic Analysis</td>
<td>Quiz 2</td>
</tr>
<tr>
<td>7</td>
<td>Qualitative Methods</td>
<td>10/6</td>
<td>10/12</td>
<td>Challenge Report!</td>
<td>Challenge Report 2</td>
</tr>
<tr>
<td>8</td>
<td></td>
<td>10/13</td>
<td>10/19</td>
<td>Class Shakeout</td>
<td></td>
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<tr>
<td>9</td>
<td>Quantitative Methods</td>
<td>10/20</td>
<td>10/26</td>
<td>Introduction to Quant Methods; Census</td>
<td>Bridge Assignment</td>
</tr>
<tr>
<td>10</td>
<td>Quantitative Methods</td>
<td>10/27</td>
<td>11/2</td>
<td>Quantitative Data Interpretation</td>
<td>Quiz 3</td>
</tr>
<tr>
<td>12</td>
<td>Quantitative Methods</td>
<td>11/10</td>
<td>11/16</td>
<td>Quantitative Survey Design</td>
<td>Quiz 4</td>
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<tr>
<td>14</td>
<td></td>
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<td></td>
<td>Thanksgiving Week</td>
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<tr>
<td>15</td>
<td>Tying It All Together</td>
<td>12/1</td>
<td>12/3</td>
<td>Course Discussion and Wrap-Up</td>
<td>Course Assessment</td>
</tr>
</tbody>
</table>
What Are We Doing?

This class is out of 1,000 points
Deadlines will not change and are outlined on the course calendar above.

Research Certificate (50 points, 5% of your final grade) First things first, we need to get some basic training in. This is a certificate for which completion is required by the university, for anyone completing a Research Methods course. The good news is that the certificate is valid for three years. And it is a good point for your resume. It is possible that you’ve already completed this certificate for another course, if so (and it hasn’t expired), you are welcome to upload that one! This is an important training. The goal of social science research like ours is to learn more about people. This type of research has existed for many, many years. Over the course of history, however, research practices have been used to harm people in some cases. Sometimes it is easy to understand how these procedures are hurtful or discriminatory, but other times it can be difficult to see how your work might be seen as coercive or harmful. Or, maybe it’s even your boss who is doing research in negligent ways. We’re going to talk about this early in the semester to ensure we carry these important lessons throughout our work.

Literature Review (50 points, 5% of your final grade) At your job, you will, at times, need to carry out a research project. But, other times, you might be able to find an answer for your client’s questions by doing an extensive literature review. This exercise is designed to help you understand that there’s existing research out there and available for you to use. You don’t have to re-invent the wheel every time your client has a question. In this assignment you’ll also utilize those delicious APA-Style citations and formatting, which we’ll also carry out through the semester. Yay!

Quizzes (4 total, 100 points each, 40% of your final grade) There are no major exams in this course. Instead, I prefer to assess your knowledge (and, um, reading of the textbook) through smaller, bite-sized quizzes. This way the quizzes cover a focused amount of content, for which you can truly study, rather than the gamut of all possible research practices! That said, they are very challenging and you should do your best to study up! Definitely give yourself time for this.

Challenge Reports (4 total, 100 points each, 40% of your final grade) This is where the magic happens. Each of these reports will allow you to showcase your knowledge and confidence with a given research method. By the end of the course, you’ll have four Reports, which, together, show that you have very serious knowledge in the top four major research skills (Interviews/Focus Groups, Thematic Analysis, Data Extraction, Survey Design). For each report, I find a description of an open job position that is relevant to that week’s research method. I design these reports to have you execute a project that would be similar to what you would do if you worked in the given job position. This is how I usually do things. We know that COVID-19 has limited the number of open positions out there, but I will do my best to make this incredibly relevant and valuable to you and your future career.

Bridge Assignment (100 points, 10% of your final grade) Between our modules on qualitative methods and quantitative methods, I want to show you how you can address a client need with either one (or both) of these buckets of skills. Using Challenge Report #2, we’ll add quantitative information to your existing qualitative interpretations. This will help you see the differences between the two sets of research methods.
REQUIRED SYLLABUS STATEMENTS FROM THE UNIVERSITY

JOURNALISM COURSE REGISTRATION

- Registration will begin on the dates noted in the schedule of classes each semester. The system is a live, first come/first serve program.

- 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 the GSP test and 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 for this course are 4 to 5:30 PM on Mondays. These hours will be held via Zoom. I like to hold these individually, so if you would like to make an appointment, please send me an email. This will ensure that I can set aside time during this period to meet with you. A Zoom link will be sent out to you via email.

ATTENDANCE

This class is asynchronous and attendance is not part of your grading. That said, you are required to complete all assignments by the deadline. Please see the specific course syllabus statements about late work and excused absences.
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 http://financial.aid.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 unknowingly have been 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.

JOURNALISM EQUIPMENT CHECK OUT

Please go to the URL below and fill out the form that allows you to check items out for this term. You just have to do this once each semester.

https://journalism.unt.edu/equipment-checkout.

Equipment may be checked out in room 111 in the General Academic Building. Checkouts are for the duration of your summer term, unless otherwise stated. Email joey.selz@unt.edu to request equipment and to schedule a time to pick it up. Extensions will be granted on a case by case basis once the items are checked out.

The violations for late returns are as follows:

1st late infraction – 1 week ban from checking out equipment.
2nd late infraction – 3 weeks ban from checking out equipment.
3rd infraction – Semester long ban from any and all equipment checkout.

If you are going to be late, email joey.selz@unt.edu and let him know. Active communication brings leniency in many cases.
## Fall 2020 Important Dates

<table>
<thead>
<tr>
<th>Deadline</th>
<th>Regular Academic Session</th>
<th>8W1</th>
<th>8W2</th>
</tr>
</thead>
<tbody>
<tr>
<td>Any time before the first day of class a student may cancel their courses for the upcoming session through <a href="https://myunt.unt.edu">myUNT</a>. See the link for complete instructions on canceling classes.</td>
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<tr>
<td>Classes Begin</td>
<td>Aug 24</td>
<td>Aug 24</td>
<td>Oct 19</td>
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<tr>
<td>Labor Day (no classes; university closed)</td>
<td>Sept 7</td>
<td>Sept 7</td>
<td>Sept 7</td>
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<tr>
<td>Census</td>
<td>Sept 5</td>
<td>Aug 31</td>
<td>Oct 26</td>
</tr>
<tr>
<td>Beginning this date a student may drop a course with a grade of W by completing the <strong>Request to Drop Class</strong> form and submitting it to the Registrar's Office. See link for complete instructions <a href="https://registrar.unt.edu/registration/canceling-classes">Dropping a Class</a>.</td>
<td>Sept 6</td>
<td>Sept 1</td>
<td>Oct 27</td>
</tr>
<tr>
<td>Last day for change in pass/no pass status</td>
<td>Oct 2</td>
<td>Sept 11</td>
<td>Nov 6</td>
</tr>
<tr>
<td>Mid-semester</td>
<td>Oct 16</td>
<td>Sept 18</td>
<td>Nov 13</td>
</tr>
<tr>
<td>Last day for a student to drop a course. Grades of W are assigned.</td>
<td>Nov 2</td>
<td>Sept 28</td>
<td>Nov 23</td>
</tr>
<tr>
<td>Beginning this date, a student who qualifies may request an Incomplete, with a grade of I.</td>
<td>Nov 9</td>
<td>Sept 28</td>
<td>Nov 23</td>
</tr>
<tr>
<td>Last day to withdraw (drop all classes). Grades of W are assigned.</td>
<td>Nov 20</td>
<td>Oct 9</td>
<td>Dec 4</td>
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<tr>
<td>Thanksgiving Break (no classes, university closed)</td>
<td>Nov 26 - 27</td>
<td>Nov 26 - 27</td>
<td>Nov 26 - 27</td>
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<tr>
<td>Pre-Finals Days</td>
<td>Dec 2-3</td>
<td>N/A</td>
<td>N/A</td>
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<tr>
<td>Event</td>
<td>Start Date</td>
<td>End Date</td>
<td>Month</td>
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<tr>
<td>Last Regular Class Meeting</td>
<td>Dec 3</td>
<td>Oct 15</td>
<td>Dec</td>
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<tr>
<td>Reading Day (no classes)</td>
<td>Dec 4</td>
<td>N/A</td>
<td>Dec</td>
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<tr>
<td>Final Exams</td>
<td>Dec 5 - 11</td>
<td>Oct 16</td>
<td>Dec 11</td>
</tr>
<tr>
<td>End of Term</td>
<td>Dec 11</td>
<td>Oct 16</td>
<td>Dec 11</td>
</tr>
</tbody>
</table>

**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 step outlined below:

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Individual Faculty Member/Advisor
↓
Associate Dean, Mayborn School of Journalism
↓
Dean, Mayborn School of Journalism
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**OFFICE OF DISABILITY ACCOMMODATIONS**

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 Accommodation (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 Office of Disability Accommodation website at [http://www.unt.edu/oda](http://www.unt.edu/oda). You may also contact them by phone at 940.565.4323.
COURSE SAFETY STATEMENTS

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

ACADEMIC DISHONESTY

Academic dishonesty includes, but is not limited to, the use of any unauthorized assistance in taking quizzes, tests, or exams; dependence upon the aid of sources beyond those authorized by the instructor, the acquisition of tests or other material belonging to a faculty member, dual submission of a paper or project, resubmission of a paper or project to a different class without express permission from the instructors, or any other act designed to give a student an unfair advantage. Plagiarism includes the paraphrase or direct quotation of published or unpublished works without full and clear acknowledgment of the author/source. Academic dishonesty will bring about disciplinary action which may include expulsion from the university. This is explained in the UNT Student Handbook. As stated in the course syllabus statements, I do not tolerate academic dishonesty in any form. This includes writing, design work, ideas, etc. All of this work should come from you and only you. You are expected to cite all of your sources or your may be subject to penalties related to dishonesty.

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**

This does not apply to our course (see syllabus)

**ACCESS TO INFORMATION**

As you know, your access point for business and academic services at UNT occurs within the my.unt.edu site [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 do so, as this is where you learn about job and internship opportunities, MSOJ events, scholarships, and other important information. The website that explains Eagle Connect and how to forward your email: [http://eagleconnect.unt.edu/](http://eagleconnect.unt.edu/)

**COURSES IN A BOX**

Any MSOJ equivalent course from another university must receive prior approval from the MSOJ academic advisor to insure 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). The system sends voice messages (and text messages upon permission) to the phones of all active faculty staff, and students. Please make certain to update your phone numbers at www.my.unt.edu. Some helpful emergency preparedness actions include: 1) ensuring you know the evacuation routes and severe weather shelter areas, determining how you will contact family and friends if phones are temporarily unavailable, and identifying where you will go if you need to evacuate the Denton area suddenly. In the event of a university closure, your instructor will communicate with you through Blackboard regarding assignments, exams, field trips, and other items that may be impacted by the closure.

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

<table>
<thead>
<tr>
<th>Term</th>
<th>Survey Administration Dates</th>
</tr>
</thead>
<tbody>
<tr>
<td>8W1</td>
<td>11/30 – 12/10</td>
</tr>
<tr>
<td>Fall</td>
<td>11/16 – 12/3</td>
</tr>
<tr>
<td>8W2</td>
<td>10/5 – 10/15</td>
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</table>
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 at 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 offers a range of on-campus and off-campus resources to help support survivors, depending on their unique needs: http://deanofstudents.unt.edu/resources. 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, 1800 Chestnut St. (Chestnut Hall)
   940-565-2333
   M-Th, 8 a.m. to 5 p.m.
   [https://studentaffairs.unt.edu/student-health-and-wellness-center#programs](https://studentaffairs.unt.edu/student-health-and-wellness-center#programs)

2. Counseling and Testing Services*
   801 N. Texas Blvd., Suite 140 (Gateway Center)
   940-565-2741
   M-F, 8 a.m. to 5 p.m.
   [https://studentaffairs.unt.edu/counseling-and-testing-services](https://studentaffairs.unt.edu/counseling-and-testing-services)

3. UNT CARE Team*
   Dean of Students, University Union
   940-565-2648
   caretame@unt.edu
   [https://studentaffairs.unt.edu/care](https://studentaffairs.unt.edu/care)

4. Psychiatric Services
   940-565-2333
   [https://studentaffairs.unt.edu/student-health-and-wellness-center/services/psychiatry](https://studentaffairs.unt.edu/student-health-and-wellness-center/services/psychiatry)

5. Individual Counseling*
   940-369-8773
   [https://studentaffairs.unt.edu/counseling-and-testing-services/services/individual-counseling](https://studentaffairs.unt.edu/counseling-and-testing-services/services/individual-counseling)

*Services are free to UNT students

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 partner violence) 940-382-7273

• UNT Mental Health Emergency Contacts
  - During office hours, M-F, 8 a.m. to 5 p.m. 940-565-2741
  - After hours 940-565-2741
  - Crisis Line Text CONNECT to 741741
  - Live chat http://www.suicidepreventionlifeline.org

Statement of Student Learning Outcomes

☐ Demonstrate an understanding of diversity in domestic society in relation to mass communications
☐ Think critically, creatively and independently
☐ Conduct research and evaluate information by methods appropriate to the communications professions in which they work
☐ Apply basic numerical and statistical concepts
☐ Apply tools and technologies appropriate for the communications professions in which they work