



School of the Arts and Media

MDIA1004

News Reporting

School of Arts and Media
Faculty of Arts and Social Sciences
UNSW

Semester 2, 2013

1. LECTURE: Science Theatre, **Thursday 2.00 - 3.30 PM**

TUTORIALS: 90 minutes, as arranged

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3. Staff contact details	
1. Course Convener	
Name	Peter R. R. White
Phone	9385 2420 (x52364)
Office	Robert Webster Building 3 rd floor, room 311F
Email	<p>mdia1004@unswbmedia.org</p> <p>Please note, if you want to receive a response from Dr White on matters relating to this course, you must use this course-specific email address. Also note that due to the large number of emails we receive from students, the usual turn-around time on emails is two to three working days. Emails will not be processed after hours or at weekends.</p>
Contact time and availability	Thursday 12 – 1.30. You must email in advance to book a time.

2. Other Teaching Staff	
Name	Dr Abbas Zaidi
Email address	hellozaidi@gmail.com
Name	Diane Nazaroff
Email address	dianenazaroff@hotmail.com
Name	Sacha Molitorisz
Email address	sachamolitorisz@gmail.com
Contact time and availability	Some of our tutors are employed by the university on a casual basis. Such casually-employed staff will have available around 15 minutes per week in which to endeavour to reply to your enquiries via email. They will do their best in this limited time to respond within 4-5 working days. Permanent staff will endeavour to respond to any email enquiries within 2-3 working days. We do not answer emails after hours or on the weekends.

4. School of the Arts and Media Contact Information

Room 312, level 3 Robert Webster Building

Phone: 9385 4856

Email: sam@unsw.edu.au

5. Attendance and Tutorial Preparation Requirements

To pass this course you are required to attend at least 80% of lectures and 80% of tutorials. **This means that if you miss more than two lectures or more than two tutorials and you don't have an approved reason (e.g. documented illness which prevents attendance) for the third or subsequent absence, then you will fail the course.** If you do miss a third (or subsequent) lecture or tutorial on account of illness, then you will be required to do catch-up work. For catch-up work relating to a tutorial absence contact your tutor. For catch-up work relating to a lecture absence, contact the course convenor, Dr White at mdia1004@unswbmedia.org. In both cases (tutorials and lectures), this catch-up work is to be submitted within seven days of the absence (unless, obviously, the illness continues to prevent you undertaking your studies).

Attendance will be taken at both lectures and tutorials. It is your responsibility to ensure that your name has been marked off at each tutorial and that you have handed in the lecture work sheet (with your name and signature) at each lecture. If you are more than 10 minutes late to either a tutorial or a lecture you will be deemed not to have attended.

If you experience a prolonged illness or misadventure that prevents you from meeting the 80% attendance requirement you should contact your course convenor immediately. You may be advised to withdraw from the course.

This is a practice-oriented course which will require a substantial amount of work by you outside of the lectures and tutorials. This relatively continuous workload will give you something of an idea of what it is like to work in many media industry contexts, where you will be required to constantly come up with new material for publication or

broadcast, often with very frequent deadlines. Some of this work will be undertaken by you on an individual basis, working on your own in one of the multimedia labs, or with software installed on your own computer. You will need to pay close attention to the schedule provided on the course’s online Moodle site and especially to the deadlines for each task. You can expect to have at least one piece of work, and sometimes more, to complete and submit each week - with deadlines varying. Some of the tasks you undertake may involve you working collaboratively as a member of a “production team” – a group of three or four who will work together to produce a some type of news report suitable for print publication or audio broadcast).

Given the above, you should plan your life to allow for ***around seven hours per week*** to be devoted to this tutorial and assignment preparation outside of class – for keeping track of news coverage by mainstream media organisations, for preparing work in advance for tutorials, for researching and developing your own news stories, for learning and using audio editing software, and so on. If you fail to prepare and submit in advance the work for use in the tutorial, you will not be counted as “attending” the tutorial since you won’t be in a position to participate. It won’t be enough to simply turn up for the tutorial.

(The University specifies that 6-unit courses should involve students in nine to 10 hours of work a week over a period of 16 weeks. That means that during the 13 teaching weeks you should schedule for three hours of lectures and tutorials per week, and a further six to seven hours per week for reading, production activities and tutorial and assignment preparation. In the additional three non-teaching weeks, you should schedule nine hours for your own study and assignment preparation. Please note that the mid-semester break is not a “holiday”, but rather a week set aside for your own personal study and assignment preparation.)

6. Essential Information for SAM Students

Please download Essential Information and SAM assessment policy from these links:
<https://sam.arts.unsw.edu.au/students/resources/policies-guidelines/>

7. Course details	
Credit Points	6 CP
Summary of the Course	This course develops basic skills in the practice of news reporting as it operates widely across different domains of journalism. The course will focus on skills associated with all stages of the news reporting process, and students will develop their knowledge of how potential news items are selected, how journalists manage relationship with “contacts” and how they conduct interviews. Obviously there will also be a focus on news writing itself – the verbal styles and structures employed in news reporting of different types, and the skills required to distil sometimes complex material into a form which will attract and hold the attention of casual readers.
Aims of the Course	1. develop students’ understanding of the practices of news reporting

	2.	equip students with the skills to conceive, research and produce news reports across a range of different types of journalism and across different subject areas
	3	equip students with theoretical and conceptual skills required for a critical analysis of the practices associated with news reporting
	4.	prepare students for upper level research and practice in this field
Student Learning Outcomes <i>At the end of this course, successful students will be able to:</i>	1.	understand industry requirements for future journalism training and journalistic skills and attributes
	2.	critically evaluate journalistic news reporting practices and the communicative functionality of news reporting texts
	3.	develop an understanding of the social relationships and interactions involved in the news gathering and filtering process
	4	conceive, research and produce news reports across a range of different journalistic contexts
Graduate Attributes <i>This course provides a foundation for all graduate attributes; however, the following are particularly in focus:</i>	1.	the capacity for analytical and critical thinking and for creative-problem solving in the contexts of communication and journalism
	2.	the skills required to create, discuss and evaluate communication and journalism texts in collaboration with others
	3.	the capacity to keep abreast of changes in the audiences, platforms, tools and practices of communication and journalism
	4.	a respect for ethical practice and social responsibility
	5.	the skills of communicating effectively across a range of contexts and platforms in the journalism professions

8. Rationale for the inclusion of content and teaching approach

The lecture time will be devoted to outlining and discussing the various stages of the news reporting process and to a detailed exploration of the different types of news report and their stylistic and text compositional properties. The tutorials will be devoted to exercises and discussion designed to develop students' practical skills in conceiving, researching and writing news, and in critically evaluating and deconstructing their own and other's work.

9. Teaching strategies

This course uses face-to-face classroom teaching, with 1 x 90 minute lecture and 1 x 90 minute tutorial each week, including collaborative and individual work. Students prepare readings, discussion points and exercises in advance of each tutorial. For the most part, materials required for tutorial preparation and for assessment tasks will be made available via the course's Moodle website.

10. Course evaluation and development

We will be aiming to actively evaluate this course, responding to student feedback wherever possible. Formal university evaluation (“CATEI” Surveys) will be undertaken, as well as informal evaluations and tutorial focus groups. Feedback from students is welcome at any time; in person, by email, by letter.

11. Assessment

- You must complete a serious attempt at ALL assessment components in order to be eligible to pass this course.
- As per the Policies of the School of Arts and Media you must attend 80% of ALL classes (lectures and tutorials) in order to be eligible to pass this course.
- Late penalties, 3% per day late, are enforced where students submit assignments after a deadline without special consideration. Extensions are not granted for minor illnesses or minor misadventures. Late work will not be accepted once the marked assignments have been returned or after two weeks past the due date, whichever is earliest, unless an extension has been granted. It is the student's responsibility to keep a copy of their work in case of loss of an assignment.
- Plagiarism is a serious academic offence, and not acceptable in any professional practice. You need to familiarize yourself with the university policy. For more information see <http://www.lc.unsw.edu.au/plagiarism/index.html>.

In order to pass this course, you must make a serious attempt at ALL assessment tasks.

Assessment Summary					
Assessment task	Length	Weight	Learning outcomes assessed	Graduate attributes assessed	Due date
1. Assessment Component 1 – Tutorial preparations	Various news story analysis, preparation and writing tasks, to be submitted to Moodle at least 48 hours in advance of your tutorial. You must submit work for a minimum of eight out of the 10 weeks for which work will be set. You must complete all tasks marked as “compulsory”. (Failure to meet the above requirements will result in your receiving an Unsatisfactory Fail for the course.)	30%	1, 2, 3, 4	1, 2, 3, 4, 5	ongoing
2. Assessment Task 2 – News Story	News story writing task (450 – 650 words)	20%	1, 2, 3, 4	1, 2, 3, 4, 5	(submit to Moodle) TBA

3. Assessment Component 3 - Exam	Exam 1. One or more news story writing tasks 2. One or more sub-editing tasks 3. Current affairs and popular culture knowledge quiz 4. Quiz on legal and ethical issues for news reporting	50%	1, 2, 3	1, 3, 5	TBA
Submission of Assessment Tasks					
<p>Assignment Component 1 (ongoing, multiple tutorial preparations) requires electronic submission via Moodle or to the course WordPress site at http://www.mdia1004.org/2013 (as specified on Moodle in the instructions for each task).</p> <p>Assignment Component 2 (media conference based news story) must be submitted electronically to Moodle. There is no hard copy submission.</p>					

For a full account of the assessment tasks, deadlines and their marking criteria, see the course Moodle website.

Late Submission

If your assignment is submitted after the due date, a penalty of 3% per day (including Saturday, Sunday and public holidays) will be imposed for up to 2 weeks. For example, if you are given a mark of 72 out of 100 for a news writing task and your work were handed in two days late, it would attract a penalty of 6% and the mark would be reduced to 66%. If the same piece of work handed in seven days late (i.e. a penalty of 21%) it would receive a mark of 51%. If your assignment is not submitted within 2 weeks of its due date, it will receive zero marks. Late work will not receive detailed feedback.

Extension Procedure

In the case of illness or misadventure you may apply to the Course Convenor for an extension of the due date. Work or family commitments, religious holidays or work due in other courses are not acceptable reasons for extension or Special Consideration requests. Evidence of significant progress in an assessment task must be demonstrated if asking for an extension due to emergency or illness close to the submission date. Extensions must be applied for to the course convenor in advance of the due date and will generally only be granted for a period of 2-3 days or up to 1 week in more serious cases.

Special Consideration

In the case of more serious or ongoing illness or misadventure, you will need to apply for Special Consideration. For information on Special Consideration please go to this URL: <https://my.unsw.edu.au/student/atoz/SpecialConsideration.html>

Students who are prevented from attending a substantial amount of the course may be advised to apply to withdraw without penalty. This will only be approved in the most extreme and properly documented cases.

12. Academic honesty and plagiarism

You should refer students to The Plagiarism Policy within Elise training. The Learning Centre can provide further information found via www.lc.unsw.edu.au/plagiarism

13. Course schedule

PLEASE NOTE THAT THE FOLLOWING MATERIAL IS PROVISIONAL AND SUBJECT TO CHANGE OVER THE COURSE OF THE SEMESTER. IT PROVIDES ONLY AN OVERVIEW. For full details and up-to-date information you must reference the course Moodle. This website will provide full details (along with download links) of readings, tutorial preparation and assessment. You must consult it each week for a guide to what you need to complete and submit by way of advance preparation for the tutorial.

Lectures	Tutes
Week 1. Introduction and review of essentials of news reporting	No tutorials this week.
Week 2. Issues reports – covering speeches, studies, debates, interviews, etc.	See Moodle for information on readings and tutorial preparation tasks
Week 3. Event stories – covering accidents, disasters, crimes and other newsworthy happenings	Tutorial Preparation Tasks See Moodle for tutorial preparation tasks for this week – i.e. instructions and submission links. (These and all subsequent tutorial preparations are part of the ongoing Assessment Component 2. Each week this work must be submitted to Moodle at least 48 hours in advance of your tutorial. If you are unable to submit work due to an appropriately documented health issue, you may apply to your tutor for an extension of up to seven days.)
Week 4. The art of the interview	See Moodle for information on readings and tutorial preparation tasks
Week 5. Scripting broadcast news – radio and television	See Moodle for information on readings and tutorial preparation tasks
Week 6. Human interest, colour writing and personality profiles	See Moodle for information on readings and tutorial preparation tasks
Week 7. Media Conference - conducting an interview	See Moodle for information on readings and tutorial preparation tasks

<p>Week 8. ONLINE LECTURE: The language of news reporting - journalistic expression, grammar and punctuation. There is no live lecture presentation this</p>	<p>See Moodle for information on readings and tutorial preparation tasks</p>
<p>Week 9. Good-faith news reporting: accuracy, balance, bias and notions of “objectivity” and “subjectivity” in news reporting</p>	<p>See Moodle for information on readings and tutorial preparation tasks</p>
<p>Week 10. Ethical news reporting (compulsory - you must attend this lecture)</p>	<p>See Moodle for information on readings and tutorial preparation tasks</p>
<p>Week 11. Legal issues for news reporters (you must attend this lecture) Note that questions in the exam will be based on this lecture and on the relevant chapters from the textbook.</p>	<p>See Moodle for information on readings and tutorial preparation tasks</p>
<p>Week 12. Exam preparation - reviewing key features of the news report</p>	<p>See Moodle for information on readings and tutorial preparation tasks</p>
<p>Week 13. No lecture</p>	<p>See Moodle for information on readings and tutorial preparation tasks</p>

Assessment Details	
<p>Asst 1 Tutorial Preparation Submissions 30% Various due dates: each week's preparation usually due to be submitted to Moodle at least 48 hours in advance of tutorial (unless otherwise specified)</p>	<p>In ten out of the 12 weeks of the course, you will be required to prepare exercises or discussion points in advance of the tutorial. Full details of what is required each week will be provided on Moodle. These must be submitted to Moodle (via the supplied upload links) at least 48 hours in advance of your tutorial for that week (unless another deadline is indicated).</p> <p>While you should, of course, complete all this work, you must submit, as a minimum, the preparatory work for <u>eight of the ten weeks</u> in which these tasks will be set. Some of this work will be labelled "Compulsory". You must submit all the tasks so specified. (Failure to do so will result in you receiving an Unsatisfactory Fail for the course.)</p> <p>The work for these tutorial preparation tasks must be submitted according to instructions and must indicate a genuine, serious effort. If you fail to submit this minimum of eight tutorial preparations, <u>you will receive zero</u> for this assessment component.</p> <p>A number of these submissions will be evaluated, with marks being returned to you over the course of the semester.</p> <p>If you are unable to submit the required preparatory work for a tutorial due to a documented serious illness which prevented you undertaking your studies in the days leading up to the tutorial, you may, upon supplying an appropriate medical certificate to your tutor, apply for an extension of up to seven days. Work will not be accepted after this seven day cut-off.</p>
<p>Asst 2 News writing task 20% For deadline see Moodle</p>	<p>For full details of what is required and of marking criteria see Moodle.</p> <p>News report You will conceive research and write a print-style news report of between 450 and 650 word.</p>
<p>Assessment 3 Major Assessment 50% Three-hour exam, date to be advised</p>	<p>Exam</p> <p>Your exam will have four elements</p> <ol style="list-style-type: none"> 1. A lead writing exercise 2. A longer news writing exercise or a sub-editing exercise. 3. A news story writing exercise 4. A current affairs and legal issues quiz.
<p>All Assignments</p>	<p>Presentation and standards are critical. All the work you submit must be carefully proofread: all errors of spelling, punctuation, word choice and grammar will reduce your overall mark. Repeated serious errors of English expression</p>

	<p>will result in a fail mark being awarded for the work.</p> <p>When uploading files to Moodle, you must include in the file name your own name and tutorial identifier, along with the task description – “Bloggs, Mary – T09A – News Reporting Task 3.doc”. Work not identified in this way will not be marked.</p>
Extensions	<p>Extensions will not be granted for minor illnesses and misadventures. Late penalties will apply. Requests for extensions for substantive medical or other reasons must be submitted in writing to Dr White (hard copy required as well as communication via email) prior to the submission date with appropriate documentation. You can obtain a “Request for extension” form from the School Office.</p>

14. Resources for students	
Textbook	<p>The textbook for this course is Lamble, Stephen, 2011, <i>News As It Happens - An Introduction to Journalism</i>, Oxford University Press, Australia and New Zealand.</p> <p>This is a required resource. It can be purchased from the UNSW bookshop. A cheaper (less convenient) electronic copy can also be purchased from the bookshop</p>
Online resources: Moodle website	<p>The primary source of material for the course will be its Moodle website. Here you will find tutorial preparation exercises, assessment tasks, notes, links to readings, links for the submission of tutorial preparation tasks, and so on. These materials will be updated and extended as the course progresses. Accordingly you must access the site on a very regular basis – at least once a week.</p> <p>A link to this site is your MyUNSW web page. If you can't find the link, let your tutor know immediately.</p>
Other	<p>The textbook and the readings supplied via the Moodle website contain many useful references to additional readings and websites. You should be reading widely, extensively and consistently, and well beyond the supplied readings.</p>

Email communications and Contacting Staff	<p>It is vital that you access your university student email account on a regular basis. This email address is the one with the format z[student number]@student.unsw.edu.au). We will use this address to provide you with information of an urgent nature – e.g. last minutes changes to the upcoming tutorial, cancellations of tutorials or lectures due to illness, changes to assignment deadlines, and so on. So you absolutely MUST access it on a regular basis. If you choose not to use this account, then you must set it to redirect mail to the account that you do use. You can do this at http://www.it.unsw.edu.au/students/zmail/redirect_external.html</p> <p>All correspondence re this course should be sent with the subject line MDIA1004 and include your full student id, tutorial day, time and location in the body. Email correspondence should be used only for administrative matters and personal issues and should be directed to your tutor.</p>
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