

Newspaper

Instructor: Mrs. Sarah Jackman	Materials: Headphones or earbuds
Email: sjackman@dbqschools.org	Notebook (1 subject)
Telephone: 563-552-5566	Pen (blue or black) or Pencil
Room: E 45	
	Semester Course: 2 Credits

“It is the mark of an educated mind to be able to entertain a thought without accepting it.” –Aristotle

We are committed to providing your student with a well-rounded/diverse educational experience, involving a wide variety of topics and relevant social issues encountered in our pluralistic society. In our classrooms, all opinions are valued and critical thinking is expected. The focus of instruction is centered on both the Dubuque Community School District and Iowa State Standards.

Parents and/or guardians are welcome/encouraged to read, view, and discuss material with their student.

Course Description:

Students in this class will be responsible for planning, organizing, designing, and publishing a school newspaper.

Students are responsible for journalistic writing, editing, and photography. Desktop publishing and photo editing programs will be used to produce professional-looking publications. Students are expected to approach the business community for advertising opportunities.

Students must apply for staff positions including completing an application, teacher recommendation, and portfolio. Students and parents must agree to a staff contract.

Because interviews must be conducted and photos taken outside of class time, Newspaper staff members must be willing to devote time after school to these responsibilities.

Alignment to the Iowa Core Curriculum: Instruction, learning, and assessment are built on a selection of the 11-12th grade band expectations from the Iowa Core Writing Strand.

Iowa Core Standards:

Standard 2: Reading Strand—Informational Text

Students will effectively comprehend, analyze, and evaluate a diverse range of print materials.

Standard 3: Writing

Students will routinely write to learn and to communicate for a range of tasks, purposes and audiences.

Standard 4: Speaking and Listening

Students will participate effectively in a range of structured conversations, collaborations, and presentations.

Standard 5: Language

Students will apply knowledge of the English language and its conventions when reading, writing, speaking, and listening.

Assessment:

Students will be assessed on the stories they write for each issue of the paper, submission of news worthy story proposals, large and small group discussion, meeting deadlines, providing photos to accompany stories, and designing creative and technically correct page layouts. Students will also be assessed on how well they perform the responsibilities associated with their positions on staff. Possible positions include: editors, staff writers, business managers, and circulation managers.

Course Content:

Students will publish a student newspaper on a monthly basis. Improving student writing, interviewing, and communication skills throughout the year is a major focus. All staff members are expected to write all types of journalistic stories including news, feature, sports, and opinion. Students will also learn to use InDesign to design and layout pages, and Photoshop to work with pictures. It is expected that students will continue to develop the page design skills learned in Journalism. Often, students will be required to take photos to accompany their stories. Students will focus on the business side of printing a newspaper by planning a budget, selling ads, designing ads, scheduling ads, billing customers, and determining how many pages and how much color is in the budget each month.

Instructional strategies:

Students will experience a variety of instructional strategies including direct instruction, active participation in both large and small group discussions, examination and analysis of writing examples, one-to-one teacher/student conferences to discuss student writing, and small group collaboration. Technology will be used in the classroom daily.

Resources/Communication (See top of page as well):

- Canvas Website
- Teacher availability
 - Monday – Thursday 7:00 – 8:20 AM & 1:35 – 2:20 PM
 - Friday - 1:40 - 2:20 PM
 - Outside of School Meetings - By appointment

Attendance:

Regular attendance is a MUST. If you are late or absent, you are responsible for material covered in class and should find me about missed assignments.

Be on time for class. The expectation is you will be in your seat when the tardy bell begins to ring. A fifteen-minute detention will be given following the third tardy. Additional detentions will be handed out for subsequent tardiness. We will be following the tardy policy outlined in the student handbook.

If you are absent, you are responsible for getting make-up work and making sure you still meet your deadlines. You must also let me or your editors know if we need to find another staffer to cover an event, conduct an interview, or take a picture for you. I prefer you contact me via e-mail which is sjackman@dbqschools.org

Late work and Assignment Guidelines:

Due to the nature of publications and the necessity of meeting deadlines, late work is not accepted. Missing assignments hurt your grade.

Behavior and Responsibility:

Our classroom must be a place conducive to learning. You are expected to be respectful of yourself, your classmates, your teacher, and your materials at all times. We will follow the school rules as outlined in the student planner. I will address behavior problems with students as they occur, calling parents when necessary. Continued behavior problems will result in putting the student on a behavior plan through the AP office. Attendance issues may also cause a student to be sent to the A.P.

You will be using school computers to produce our publication and work with the publications software. If you violate any portion of the acceptable use policy that is considered a serious offense, the following consequences will be implemented:

1st offense: verbal warning; warning documented.

2nd offense: parent conference; possible probationary contract implemented, technology coordinator notified.

3rd offense: student will be dropped from the newspaper staff, parent notification.

Playing games or looking at Facebook, etc. without purpose is not allowed.

Special Circumstances:

For the following offenses, you may receive a failing grade for the assignment and/or the six week grading period, be held responsible for replacement costs, and/or receive disciplinary action:

1. Destruction of any equipment
2. Purposeful destruction or theft of another person's work or property
3. Plagiarism see next section regarding specific policy on plagiarism
4. Inappropriate behavior in class or while on assignment
5. Use of supplies and equipment for personal and/or inappropriate productions
6. Deleting photos that you did not take from the Y drive.

Plagiarism:

With the advent of the Internet, the availability of information has exploded into a whole new and exciting realm for our students. The accessibility of documents has also brought with it an increasing concern regarding plagiarism. The English department is committed to educating our students about plagiarism and helping them come to understand what plagiarism is. We aim to teach students how to rightfully quote and document sources as well as how to effectively convert researched information into their own words.

Honor Code:

Cheating is a very serious issue. Cheating includes looking off of another student's quiz or test or discussing an exam with another student who has not yet taken the exam. Plagiarism, such as using another student's work as your own and/or using another's words or ideas as your own, is an extremely serious offense. Consequences for cheating will be a minimum penalty of a zero on that particular assignment or test. Nervous about your grade? See me, don't cheat.

Hall Passes:

All students must have a pass to leave during class. Students **MUST** use the passes in their assignment notebook to leave the classroom. If you do not have your assignment notebook, you will not receive a pass from class. You must be prepared with all appropriate materials prior to the start of class. Locker passes will **NOT** be given to students to retrieve forgotten materials – you should bring your speech materials **EVERYDAY**. Pass privileges may be revoked for those students who abuse the pass system.

Cell Phone Policy:

While cell phones and other electronics can and sometimes do have a place in the classroom, most of the time they are unnecessary. You will at times be allowed to use the device(s), but they should be put away, out of sight, and silent the remainder of the time. Checking or sending texts, using Facebook, Instagram, Snapchat, etc. are all improper uses of your device during class time.

The following explains the procedure to be followed (in this classroom) if a cell phone or other electronic device becomes an issue. **If you are caught with a cell phone during a test, the phone will go immediately to the AP's office and a referral will be written.**

- First issue – The phone/device must be placed out of sight and silenced
- Second issue – A phone jail box will be handed to the student. The phone/device must be placed in the box with the box at the front of the student's table area. The device may be removed at the end of class or if other directions regarding the device are given.
 - If the student takes the device out without permission, the third issue protocol will be enforced.
- Third issue – Security will take the phone/device to the AP office
 - After the third issue, the school policy on page 26 of the Ram Student Agenda will be followed.

Headphones, iPods, etc.:

The use of headphones, iPods, etc. is not allowed during normal class business. **Occasionally**, you will be given permission to use these devices during work time or down time as long as the music is not a distraction to those sitting around you or the teacher. These times will be designated by the teacher. **NO HEADPHONES and/or MUSIC** is allowed during tests or quizzes!

No Inappropriate Language will be Tolerated. This includes any name-calling, slang remarks, or derogatory statements in regards to other classmates or teachers. This is a **ZERO TOLERANCE POLICY**. The Dubuque Community School District harassment policy will be strictly enforced.

No Food or Drink Allowed. Bottled water is strongly recommended, but must be kept at the tables.

Grading Scale:

A 93-100%	B 83-86%	C 73-77%	D 63-66%
A- 90-92%	B- 80-82%	C- 70-72%	D- 60-62%
B+ 87-89%	C+ 77-79%	D+ 67-69%	F 59%