

Newspaper

Ms. Doyle

Classroom Expectations

This year-long elective class focuses on the quality production of the monthly student newspaper the *Talon Times*. While on staff, you will have the opportunity to continue developing the skills you practiced in the prerequisite class, Introduction to Journalism, but at a more advanced level. You quickly will learn the satisfaction of seeing your name in print and experiencing the many ways a newspaper can positively impact the audience it serves.

Expectations – Talon Times Contract Agreement

Students, please initial on the blank next to each point as you read and agree to the following guidelines:

- _____ Students will be respectful of Ms. Doyle and each other.
- _____ Students will attend class every day and be on time.
- _____ Students will act responsibly in this primarily student-driven classroom environment and use class time to learn new skills, work on the newspaper, and read up on the news.
- _____ Students will complete all story and photo assignments by deadline.
- _____ The class requires some extra curricular participation. Students are required to attend every Sunday deadline work day (there are nine total, to be provided in advance); if a student is unable to come on a deadline work day, they must make arrangements to make up the time with Ms. Doyle before their absence.
- _____ Students will take initiative as part of the newspaper staff. They will volunteer for story and photo assignments and complete those assignments in a timely manner. If for some legitimate reason the student is unable to complete an assignment (extended illness, funeral, etc.), he or she will make arrangements with Ms. Doyle or an editor in advance so it can be reassigned.
- _____ Students will use newspaper-related equipment for the purpose of the newspaper and only for that purpose. This includes the use of cameras and camera equipment, computer programs and the Internet, press passes, and other items.
- _____ Students will take care and responsibility when using newspaper equipment, especially expensive items such as the cameras and computers. The student will be held responsible for damaged equipment or equipment that is lost.
- _____ Students will keep the publications lab neat. Ms. Doyle is not your mother.
- _____ Students will be exposed to many aspects of newspaper production, including reporting and writing, photography, and desktop publishing. Students will strive to improve their skills each publication month and will receive constructive feedback from the adviser.
- _____ Students will practice good journalism ethics and serve the LCHS community.
- _____ All other school rules and consequences apply. Refer to your student handbook.
- _____ Other:

- _____ Other:

Class Materials

Please come to class prepared every day. You will need:

- A blue or black pen and pencil
- A reporter's notebook
- LCHS assignment notebook

Optional, but recommended

- A recorder for interviewing
- *The Associated Press Stylebook*

Grading

Your grade primarily will be based on your daily, weekly and monthly efforts in the production of each issue of the newspaper. You will be expected to complete certain tasks every publication month, including writing stories, taking pictures, selling advertising, finding story ideas and more. The grading scale is as follows: A = 90-100%, B = 80-89%, C = 70-79%, D = 60-69%. Your class work will be worth 60% of your overall semester grade, and daily participation is worth 25%. Your semester exam will make up the last 15% of your grade.

I have read the above document and understand its contents.

(Student signature)

(date)

(Parent signature)

(date)