



Mrs. Rachel Dearing and Mrs. Kayle Bandy — 2018-19

Jobe Journalism

Jobe Info.

2491 Gertie Barrett Rd.
Mansfield, TX 76063
(682) 314-4400

Mrs. Rachel Dearing

(682) 314-4428
Room: A Lab
racheldearing@misdmail.org
Website: [legacystudentmedia.com
/job-journalism/](http://legacystudentmedia.com/job-journalism/)

Mrs. Katherine Bandy

(682) 314-4466
Room: A Lab and B102
katherinewilliamson@misdmail.org

Supplies needed:

- Spiral notebook for note taking
- iPad
- Folder for handouts
- Pens/pencils
- Scissors
- Box of Kleenex

Outline of Course

- Create the 2019 yearbook
- Broadly cover the different aspects of journalism including

Yearbook layout and design
Reporting and interviewing
Photography
Caption writing
Broadcast
Public relations
Social Media
Marketing

Methods of Instruction

- Lecture, group/individual activities, discussion, writing, self and class critiques

Course Goals

- Provide an overview and introduce the basic in different facets of journalism
- Use new knowledge to help create the yearbook
- Provide students with a working knowledge of publication workflow
- Help students improve photography skills
- Help students write a complete and proper captions
- Enter Legacy High School as freshmen in Legacy Student Media program

Classroom Rules

- Respect, maintain and be safe with: each other, yourself, materials and equipment.
- Be an active listener.
- Stay on-task and work during time provided. Late work is strongly frowned upon. It makes your life more complicated. Make it a priority to turn work in on time.
- Clean up after yourself in a timely manner.
- **No food or drink at the computers!** This is a school rule for computer labs. Bottled water is OK, but please keep it in your bag on the floor.

Assessment & Grading

Assessment methods include quizzes, tests, class activities, projects and evaluation of writing and other assignments. The class is divided into three categories:

Daily work, quizzes 60% Projects and tests 40%

Grading scale — 100-90% = A, 89-80% = B, 79-70% = C, 69-60% = D

Classroom Procedures

• **Assignments:** Students should become accustomed to checking the board each day for an outline of the day's plan and any assignment due dates or deadlines.

• **Turning in work:** Students will turn all "paper" assignments to the class period tray at the front of the room. Students will also turn work in via GoogleDrive and email.

• **Tests:** We won't have a lot of traditional tests. Most "tests" will be content produced for each yearbook deadline.

• **Late work:** Late work is strongly frowned upon. In the field of journalism deadlines are extremely important. If a journalist misses a deadline most likely they will get scooped and ultimately lose pay and or employment. **15 points** will be deducted **from the grade earned for each class period** the assignment is late. It is the student's responsibility to get make up work and complete it in a timely manner. Assignments will not be accepted after **2 class days**.

• Tardy Policy

1. Teacher warning
2. Teacher detention (parent contacted).
3. Lunch detention – notify office
4. Referral in Skyward

• **If you are absent:** Students who are absent should check with another classmate to see what they missed and then should check with Mrs. Dearing or Mrs. Bandy. Interrupting the teacher during class to find out what you missed is not appropriate. Students have as many days as they were absent to complete missing assignments. Turn in all absent work, labeled that you were absent, in to the tray on the proper shelf.

• **Grade status:** Students are strongly encouraged to view their grade status in the online Skyward gradebook. Students will be provided with a progress grade report and student/teacher conference at each three-week grading period.

• **Plagiarism:** Copying materials, ideas, words or phrases will not be tolerated in any fashion. Students must create their own work. Students must cite any references or resources used in this class.

• Communication

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• **Classroom computers:** Students should use proper login to gain access to the computers in the lab. Don't forget to log out after each use. Please keep your passwords private. Students will not be allowed to use computers until MISD Acceptable Use Policy is signed and returned.

• **Restroom use:** Students will be allowed to use the rest room ONLY during work time. Please do not ask to use the rest room when instruction is being given or within the first 5 or last 5 minutes of class. If you need to use the rest room, please obtain bathroom pass from Mrs. Dearing, fill it out and give it back when returning from the rest room. Restroom breaks are a privilege and may be taken away.

• **Leaving the room:** Students should obtain a pass from Mrs. Dearing or Mrs. Bandy any time they need to leave the room to take photos or work on assignments. Please remember you should be working and NOT disrupting classes, visiting with friends. There is a one strike policy on this. If you break the rule the privilege will be taken away.

• **I am not your momma:** Please take care of equipment and put it and any supplies you use back where you got them from.

• In case of emergency:

*** This is my worst fear as you may be out of this room often. Please get to a safe place and let a teacher/administrator know where you should be if any of these happen while you are out of the room.

Lockout. Get inside. Lock Doors

An incident of some sort it occurring near campus. Students will get inside the classroom. Doors will be locked but class will continue.

Lockdown. Locks, Lights, Out of sight.

Threat outside or in the building — Students will move away from classroom door and gather at the back of the room at the opposite end the teacher desk. Lights should be turned off. The classroom door will be lock and students should remain silent.

Evacuate

Fire or some other threat inside the building - Students should exit the room, turn right, then left and proceed down the A hall to the doors at the main entrance. Students should exit the door to the parking lot and gather as class for roll call. This is not a time to visit with your friends. Please stay together as a class.

Shelter

Tornado — Students will stay in A-Lab and be joined by other classes in case of a tornado.

Remember, it is what you make it.
Take responsibility for your education!