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**Fundamentals of Telecommunications**

## Course Code: 10.5310019

## William Henry Shaw High School

## 2017-2018

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| **Teacher:** Mrs. Anna Miller  **Email:** [Miller.Anna.E@muscogee.k12.ga.us](mailto:Miller.Anna.E@muscogee.k12.ga.us) | **Teacher:** Mrs. Taylor Kinkade  **Email:** [Kinkade.Taylor.E@muscogee.k12.ga.us](mailto:Kinkade.Taylor.E@muscogee.k12.ga.us) |
| **Room Number:** 205  **School Website:** http://shaw.muscogee.k12.ga.us/  **Class Website:** Canvas Course | **Availability:**  Mon & Wed Rm. 331 3:30-4:30pm  Mon-Thu Rm. 331 7:30-8:00am by appointment | |

**Mass Communication Academy Mission Statement:** The Mission of the Mass Communications Academy is to develop in young people the critical skills necessary to succeed in the world of mass communications and mass media through extensive coursework in journalism, video production, web design and print media with an emphasis on students continuing to post-secondary education/training.

**Course Description:** This course serves as the intro to the Mass Communication Academy at Shaw. In this class we will focus on journalistic backgrounds while looking forward to mass communications in the modern world. A concentration on the following components of journalistic writing is critical: influence, purpose, structure, and diction.  Reading, writing, and critical thinking are key components as students explore the power and influence of journalistic communication.  Students will participate in news gathering, the study of ethics, and the aspects of copy writing, editing, and revising. After completing this course, students will be ready to continue in the Mass Communications Academy by taking courses in Digital Technology and Audio Video Technology & Film.

**Course Prerequisites:** There are no prerequisites for this class, as it is the first class offered in the Mass Communications Academy.

**Required Materials:** Spiral or composition notebook, 1’’ binder, loose leaf paper, writing utensil, personal flash drive, and an additional 1” binder for your Portfolio.

**Class Expectations**:

1. Respect everyone at all times.

2. Respect classroom and lab equipment.

3. Honor new ideas. Keep an open mind – creativity is our currency.

4. Hit your deadlines. Be on time.

5. Be prepared. Bring your notebook and other class materials with you each day.

6. Be in your seat with your journal when the bell rings to avoid being marked tardy.

6. Place food, drink and cell phones/electronic devices away.

7. Do your own work. Never present anyone else’s work as your own, as this is cheating. Cheating in any form will not be tolerated.

*\*Always observe ALL of the rules and regulations in the student handbook.*

**Grading:**

This course will be on the total points system. Students’ grades will include tests, quizzes, papers, projects, classwork, and daily journals. Tests and papers will be worth more points than other assignments. All projects and papers are graded according to a specific project rubric which each student is provide when the assignment is given. The final assignment for this class is a Portfolio of the students work throughout the year. This final Portfolio will be worth 20% of the student’s final grade in the course.

**Internet Acceptable Use:** Students and their guardians should be familiar with the Muscogee County School District’s Internet Acceptable Use Policy as outlined in the student handbook. Internet access is integral to many projects and other course work. All students must have an Acceptable Use Policy Agreement Form completed and signed by a parent/guardian. Students without a signed AUP Agreement Form on file will have restricted computer privileges.

*The Mass Communications Academy utilizes expensive, professional computer software, hardware and equipment. Students are not to use lab computers to access personal email or download any file(s) without the direct permission and supervision of the instructor. Accessing online music, video, and/or gaming is prohibited.*

**Tardiness Policy:**  Students are granted two “free” tardies to class for the year. Upon arriving late to class, the student will be marked tardy by the instructor and given a warning. Anyone who has received two warnings and comes to class late will be issued detention. If a student has already served detention and is tardy again, the student will receive a disciplinary referral in place of a second detention.

**Detention Policy:** Detention will be held after school in room 331 on the assigned date(s). Students should arrive promptly and have transportation arranged. Failure to report to detention will result in a referral to an administrator. If you have a conflict with the date(s) assigned, please see the instructor **prior** to your assigned date(s).

**Late Assignment Policy:** Students are expected to complete all assignments within the time allotted. Late assignments will be accepted, but 10% will be deducted for each day that the assignment is late.

**Make-up Policy: It is the student’s responsibility to obtain and complete make-up work.** Daily assignment information is posted on the teacher’s website. Make-up work must be completed within the same number of days as your absence. Make-up work must be done before or after school, not during valuable class time.

**Redo Policy:** If a student turns in a project or paper that receives a failing grade, the student has the opportunity to redo the assignment. The redo policy only applies to projects. Quizzes, tests, classwork, or homework grades are not eligible for a redo. The student must conference with the instructor within one week after receiving the assignment. After conferencing with the instructor, the assignment will be given back to the student to redo. The assignment must be completed and returned within one week following the conference. Once the redo assignment is completed and corrected, it will replace the original grade. It is the student’s responsibility to take advantage of the redo policy. All redo work must be completed outside of class time. Students may not redo assignments that were given in a previous nine weeks grading period.

**Course Unit Schedule:**

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| Course Unit | Formative Assignments | Summative Assignments |
| 1. Intro to Journalism | Canvas Discussion | Syllabus Quiz |
| 1. Intro to Magnet | Marketing Word Wall, MCA Scavenger Hunt, Student Resume | MCA Quiz |
| 1. Marketing | Cereal Questionnaire, Publication Questionnaire | Cereal Box Promo, Publication Marketing Plan |
| 1. Poetry | Blackout Poetry, Sensory Poem | 6 Word Memoir |
| 1. Short Story | Turkey Letter, Pixar Shorts, Snowball Writing | Short Story Quiz, Short Story |
| 1. Proof Reading | Survive, Peer-Editing | 5 Paragraph Essay Quiz, 5 Paragraph Outline |
| 1. History of Mass Media | History Poster Gallery Tour Worksheet | History Quiz, Mass Media History Poster |
| 1. Newsworthiness | Anatomy of a Newspaper, Newspaper Dissection, News Lead Assignment | News Determinants Quiz, Group Themed Newspaper, Yellow Journalism |
| 1. Interview | Character Development Worksheet, World’s Smallest Interview, Plotagon | Interview Quiz, Character Development Article |
| 1. Headlines & Captions | Caption It, Man Bites Dog | News Headline Quiz, Personal Profile |
| 1. Ethics | Ethics Video, Plagiarism Game | Ethics Quiz |
| 1. Photography | Composition Project | Composition Quiz |
| 1. Portfolio | 20% of final grade | 20% of final grade |
| Your final project in this class is your Portfolio. This will be worth 20% of your final grade. It is a compilation of papers and assignments you worked on all year | | |

*\*Four extra credit opportunities will be available throughout the year. It is your responsibility to check the class Canvas website to find these opportunities\**

Please sign and date below stating that you read and understand all of the information outlined in this syllabus.

Student Name - Printed\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Parent Name – Printed\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Parent Name - Signature\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_