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Fall 9-2004

### JOUR 280.01: Writing and Reporting for Broadcast

Sally Mauk

*University of Montana - Missoula*

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University of Montana  
School of Journalism - Department of Radio/Television  
Missoula, MT. 59812

**JOUR 280 – WRITING/REPORTING FOR BROADCAST**  
**Fall 2004 – 3 semester credits**

**Syllabus**

**Course Overview:** This is a beginning broadcast news reporting class with strong emphasis on writing. It includes basic training in audio recording and digital audio editing, and use of field recording equipment.

**General Education/Journalism Credits:** This course counts toward requirements of lower-division writing experience in general education.

**Class Meeting:** Monday/Wednesday/Friday in GBB 202. Some meetings will be held in Studios C & D in PAR/TV.

**Instructor:** Sally Mauk. Office is Room 153 in PARTV. Drop-in's OK, but telephone appointment preferred. Ph: 243-4075. E-mail: [sally.mauk@umontana.edu](mailto:sally.mauk@umontana.edu).

**Required textbook:** Broadcast News Writing Stylebook by Prof. Robert A. Papper of Ball State University. Available at the U.C. Bookstore.

**E-mail:** Each student is required to have an e-mail account.

**Examinations:** Each writing assignment will count as an examination and there will be quizzes from time to time relating to text and lecture material. Students will be responsible for text assignments, even if not covered in class, and for lecture contents as presented, including hand-outs. There will be a final examination during the week of Dec. 13-17.

**Grading:** Will be done on a point system with each assignment given a numerical grade, and letter grades on quizzes. Students failing to turn in an assignment will receive a zero. Assignments turned in late may not be accepted or at the very least will be marked down. Students will also be graded on subjective values of interest, enthusiasm, desire and participation as judged by the instructor. Broadcast professionals are judged in the newsroom, studio and on assignment by their skills, work habits and attitude; you will be as well.

**Attendance:** Mandatory. If you must miss a class, please notify me in advance. Generally, illness, family emergency or university business are the only acceptable excuses. Students with two or more unexcused absences may be asked to drop the course.

## **Spring 2004 – J280 Syllabus**

<b>Class Date</b>	<b>Subject</b>	<b>Reading</b>
Mon. 8/30	Course intro	Ch. 1
Wed. 9/1	Writing exercise	Ch. 2
Fri. 9/3	Words	
Mon 9/6	HOLIDAY	
Wed. 9/8	Writing exercise	Ch. 3
Fri. 9/10	Rules and phrasing	Ch. 4
Mon. 9/13	Sentences	Ch. 5
Wed. 9/15	Leads	
Fri. 9/17	Endings	
Mon. 9/20	Review	
Wed. 9/22	Guest lecture	
Fri. 9/24	Review Quiz	Ch. 6
Mon. 9/27	Putting it all together	Ch. 7
Wed. 9/29	Working with bites	
Fri. 10/1	Writing exercise	
Mon. 10/4	Lead-in's etc.	Ch.8
Wed. 10/6	Reporting	Ch. 9
Fri. 10/8	Defining terms	
Mon. 10/11	Writing exercise	
Wed. 10/13	Reporting exercise due	
Fri. 10/15	Review	

<b><i>Class Date</i></b>	<b><i>Subject</i></b>	<b><i>Reading</i></b>
Mon. 10/18	Reporting	
Wed. 10/20	Audio Editing	
Fri. 10/22	Audio Editing	
Mon. 10/25	Semester reporting assignments (individual and team reports)	Ch. 10 & 11
Wed. 10/27	Interviewing	
Fri. 10/29	Use of sound (submit individual story ideas )	Ch. 12 & 13
Mon. 11/1	Styles	
Wed. 11/3	Writing and reporting	
Fri. 11/5	Writing and reporting (deadline for raw tape team reports)	Ch. 14 & 15
Mon. 11/8	Writing and reporting	
Wed. 11/10	Writing and reporting	
Fri. 11/12	Writing and reporting	
Mon. 11/15	Writing and reporting	
Wed. 11/17	Review	
Fri. 11/19	Review Quiz	
Mon. 11/22	Writing and reporting (deadline for produced team reports)	Ch. 16 & 17
Wed. 11/24	HOLIDAY	
Fri. 11/26	HOLIDAY	

<b><i>Class Date</i></b>	<b><i>Subject</i></b>	<b><i>Reading</i></b>
Mon. 11/29	Writing and reporting (deadline for script outlines for individual reports)	Ch. 18 & 19
Wed. 12/1	Writing and reporting	Ch. 20 & 21
Fri. 12/3	Writing and reporting	
Mon. 12/6	Writing and reporting (deadline for individual reports)	
Wed. 12/8	Review	
Fri. 12/10	Review	
Mon. 12/13-17	FINAL EXAM WEEK	