

**PALOMAR COLLEGE**  
**COURSE OUTLINE OF RECORD FOR**  
**DEGREE CREDIT COURSE**

Transfer course     A.A. degree applicable course  
(check all that apply)

**COURSE NUMBER AND TITLE:** JOUR 215 NEWSPAPER EDITING

**UNIT VALUE:** 3

**MINIMUM NUMBER OF SEMESTER HOURS:** 48

**BASIC SKILLS REQUIREMENTS:** (Appropriate language and computational skills)

**ENTRANCE REQUIREMENTS**

**PREREQUISITE:** JOUR 210

**COREQUISITE:** JOUR 110L

**RECOMMENDED PREPARATION:** None

**SCOPE OF COURSE:**

Basic skills involved in editing a newspaper, including news judgment, directing reporting staff, copy editing, headline writing, page layout, selection and placement of photos, and computerized page design. All skills are practiced in actual editorial situations for the Palomar college newspaper, *The Telescope*.

**SPECIFIC COURSE OBJECTIVES:**

The successful student will:

1. Identify and demonstrate the necessary skills to prepare and publish a weekly college newspaper.
2. Critically evaluate and improve articles written by staff reporters for The Telescope.
3. Recognize news values and apply knowledge of journalistic ethics, press law and professional standards.
4. Demonstrate the ability to research and write editorials or opinion pieces using critical thinking skills.
5. Interpret and analyze data gained from research for new stories.
6. Demonstrate the ability to separate fact from opinion, attribute opinion, determine order of importance, weigh arguments, and present balanced coverage of issues.

7. Be able to write sharp, accurate headlines, plan functional, attractive page layouts and select photos that tell a story and crop and size them adequately.
8. Demonstrate the ability to use computerized word processing and page layout techniques.

**CONTENT IN TERMS OF SPECIFIC BODY OF KNOWLEDGE:**

- I. Newspaper Organization
  - A. The Newspaper Hierarchy
  - B. Mechanical Aspects of Newspaper Organization
  - C. Business Aspects of Newspaper Organization
- II. The Copy Editor's Job
  - A. New Technology
  - B. How much copy should be changed?
  - C. Wire Services
- III. The Editing Function
  - A. General Duties
  - B. Story Parts
  - C. Overall Content
  - D. Tightening Copy
- IV. Language Skills
  - A. Colloquial Writing
  - B. Use of quotes/attribution
  - C. Clumsy Construction
  - D. Spelling
  - E. Punctuation
  - F. Grammar Review
- V. Headlines
  - A. Rules/Purpose
  - B. Common Errors
  - C. Creativity
  - D. Making it Fit
- VI. News Evaluation
  - A. Theory Into Practice
  - B. Hard vs Soft News
  - C. Length
  - D. Community Needs
  - E. First Amendment Obligations
- VII. Pictures, Graphics and Design
  - A. Photos and Graphics
  - B. Typography & Desktop Publishing
  - C. Effective Newspaper Layout
  - D. Trends in Newspaper Design
  - E. Special Designs for Special Pages

F. Newspapers Online

VIII. News Style

A. Mechanical Style

1. Upstyle/Downstyle

2. Abbreviations

B. Style Variety

1. The Style Book

**REQUIRED READING:**

The Telescope Handbook.

Goldstein, Norm. The Associated Press Stylebook. New York: Perseus Publishing, 2002.

**SUGGESTED READING:**

Arnold, George. Media Writer's Handbook: A Guide to Common Writing and Editing Problems. New York: McGraw Hill, 2003.

Buck, Ryan. The Editor's Toolbox. Ames: Iowa State Press, 2001.

Lieb, Thom. Editing for Clear Communication. New York: McGraw-Hill, 2002

Local San Diego and North County newspaper publications, including the San Diego Union Tribune, the L.A. Times, and the North County Times.

**REQUIRED WRITING:**

A minimum of one news story, one feature story and one editorial (each 2-4 typewritten pages in length) per semester. Skills demonstration is actually more appropriate here, as students must edit copy and layout and design a minimum of one newspaper page in The Telescope each week. They will edit over 30 stories per semester and produce a minimum of 11 published pages in the campus newspaper.

After the first issue, at midterm and at the end of the semester, students turn in a "Stringbook," or compilation of all their published work to be evaluated.

**OUTSIDE ASSIGNMENTS:**

**Students are expected to spend a minimum of three hours per unit per week in class and on outside assignments, prorated for short term classes.**

Student editors will spend a minimum of three hours of work per week for each unit of credit editing copy and designing and laying out pages for the campus newspaper, The Telescope. Students will also complete writing and reading assignments.

**INSTRUCTIONAL METHODOLOGY:**

**Check all that apply:**

X lecture

laboratory

\_\_\_\_\_ lecture-laboratory combination  
\_\_\_\_\_ directed study

**DISTANCE LEARNING:**

**This course may be offered as a distance learning course and meets Title 5 regulations 55370, 55372, 55374, 55376, 55378, and 55380.**

Yes \_\_\_\_\_ No X

**If yes, check all that apply.**

- \_\_\_\_\_ Television Course (Video one-way, e.g. ITV, video cassette, etc.)
- \_\_\_\_\_ Online Course (Text one-way, e.g. newspaper, correspondence, electronic file, etc.)
- \_\_\_\_\_ Two-Way Video Conferencing (Two-way interactive video and audio)
- \_\_\_\_\_ One-Way Video Conferencing (One-way interactive video and two-way interactive audio)
- \_\_\_\_\_ Computer Assisted Instruction (A specialized form of mediated instruction relying primarily on student access to information and prepared lessons or teaching materials through a computer terminal, but not under immediate supervision of a qualified instructor.)

**GRADING POLICY AND STANDARDS** (include methods of determining whether the stated objectives have been met by students):

Grading is based on:

1. A minimum of one page published weekly in The Telescope campus newspaper, or 11 stories.
2. Students may earn a higher grade by having more pages published.
3. Each page is graded according to professional journalistic standards.
4. Each published page is considered a test. There may be as many as three or four journalistic tests per publication.
5. Students demonstrate proficiency in the subject matter by the quantity and quality of their pages throughout the semester. Grading is also based on ability to work with others, general attitude and effort.
6. Three style quizzes are also given throughout the semester.
7. An evaluative grade is given to a "stringbook" or compilation of all the student's published work at midterm and the end of the semester.

Published work	60%
Style quizzes	20%
Stringbook and participation	20%

**IS COURSE REPEATABLE FOR REASON(S) OTHER THAN DEFICIENT GRADE?**

Yes \_\_\_ No X      Number of times course may be taken for credit: 1

If yes, identify specific provision of Title 5 Division 2 section(s), 55761-55763 and 58161 which qualifies course as repeatable:

58161 (c) (2) (A and B)

**CONTACT PERSON: Wendy Nelson ext. 2451**

<b>SIGNATURES ON FILE</b>
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