Course Description: Students receive working experience in student publications. Students are required to be on the staff of at least one of the official college publications and to work under supervision a minimum of four hours weekly.

Text, References, and Supplies: 
*AP Stylebook*
Handouts will be provided during lab times.

Student Outcomes: Upon successful completion of the course, the student will have a broad knowledge of newspaper/magazine production especially in the student’s chosen area of interest. Student progress will be assessed through review of semester’s work and student’s reflective evaluation at end of semester.

Student Contributions and Class Policies: The student’s contributions may be geared toward writing, advertising, photography, layout and design, circulation, graphics or maintenance of web page. **Students must spend at least two hours per week in the publications lab and two hours per week doing field work.** Times are flexible to help students plan their schedules. However, once the time is decided, students must attend lab during the specified time. Assignments must be finished on time, even if that means spending more than the required time in the lab. Failure to attend lab on a regular basis or failure to meet assigned deadlines will result in a lower grade for that student. Behavior that disrupts the ability of other students to complete lab assignments or disrupts the production process can result in a lower or failing lab grade.

Evaluation of Students: Final grades will be based on the following percent system:
- Regular, productive lab attendance = 40 percent
- Meeting deadlines = 30 percent
- Attending staff meetings = 20 percent
- Attitude = 10 percent

Course Schedule: Students will produce six newspapers and one magazine each semester. We use QuarkXpress and students are expected to do tutorials on the computer to learn the software.

Instructor Information

Name:  
Office phone:  
Office hours:  
Office location:  
E-mail address:  
Division Secretary: Lula Lee, 141 AFA  
Office phone: 685-4624  
Note: Students are encouraged to contact the instructor at any time; however, making an appointment will guarantee the instructor’s availability at a specific time.