

**Instructor:** Ms. Coelho, Room #304    **Contact Information:** [Richetta.coelho@pgcps.org](mailto:Richetta.coelho@pgcps.org)  
**Course Website:** <http://mzcoelho.edublogs.org/>    News Website: [www.chfhsnews.com](http://www.chfhsnews.com)

### **My Expectations:**

I expect you to always try. I expect you to always give your best! I expect you to succeed. I expect you to put the phrases “I don’t get it!” and “I don’t know” in a box, then another box, then put them in a box inside of a box, then duct tape it and put them in another box which should be in another box... and then hide it from yourself.

### **Course Description**

This course provides students with functional skills involved in newspaper production. Reporting, newsgathering, design and photography will be among the topics explored. Students will also create a professional portfolio of their work.

### **Course Objectives:**

Upon completion of this course, students will be able to report and write a well-crafted publication-ready article. Students will be able to develop and run a school newspaper.

#### **Students will also be able to:**

- Write in a journalistic style
- Use journalism terminology
- Understand how a newsroom operates
- Intelligently craft and promote their ideas
- Recognize the difference between news and bias
  - Analyze news stories
  - Publish a print or online newspaper
- Create a portfolio for job applications, scholarships and college programs

### **REQUIRED MATERIALS:**

- Black or blue ink pens and pencils
- Professional E-mail address
- Steno Reporter’s Notebook
- Sketchbook (Designers)
- Class Binder: Handouts, Class Notes, Rough Drafts, Portfolio
- Camera (Photographers)
- Loose-leaf paper

### **Plagiarism “The Big No-No”**

Plagiarized assignments will receive a zero. The assignment may not be redone or made up in another way. Plagiarism is STEALING another person’s work. That doesn’t do anything to help you become the excellent writer you have the potential to be. Journalists have ruined their careers with plagiarism.

## **Grading Policy**

90 – 100 = A
80 – 89 = B
70 – 70 = C
60 – 69 = D
and 59 and below = E

**You will get the grade you earned! You are RESPONSIBLE for YOUR OWN GRADES! Plan to succeed!**

<b>Assessments = 50%</b>	<b>Tests, Quizzes, Published Artifacts, Projects, Portfolio</b>
<b>Homework = 25%</b>	<b>Reading, Interviews, Rough Drafts</b>
<b>Class work = 25%</b>	<b>Quick Writes, Editor meetings, Group Work</b>

### How to earn an A:

- Don't miss deadlines.
- Be a proactive reporter.
- Do ALL assignments.
- Take the assignments seriously.
- Don't plagiarize.
- Don't miss deadlines.

### Uniform Policy

As a staff member of the school newspaper, you must engage in professional behavior and dress. You cannot run any errands or do any reporting outside of the classroom if you are not properly dressed according to the Charles Herbert Flowers HS uniform policy.

### Assignments

You will receive 3 grades for each story assignment. They include:

- The story/photo/design pitch.
- Rough Draft / Unedited photos / Layout Sketch
- Final Copy / Publication-ready

### Special Projects

You can expect to write an enterprise story (1,000+ words), a project of your choosing that must be submitted to a contest or for a professional publication and a yearlong portfolio of your work. Other projects may or may not be added during the year.

### Follow the News

- Expect weekly and daily news quizzes.

## The Law of the Land

Obey Queen Coelho's rules and you will have a pleasant year full of positivity, educational growth and preparation for a bright future.

### Class Rules

- \* **R-E-S-P-E-C-T:** Respect your teacher, your classmates and yourself.
- \* **O.P.P.:** Keep your hands off of other people's property.
- \* **Can You Hear Me?:** Listen when the teacher is giving instructions.
- \* **Empty Your Pockets:** Leave food, toys, communication devices and other electronics outside of the classroom.
- \* **Be Responsible:** Be on time, come to class prepared, and bring your A-Game.
- \* **Share the Mic:** Give others a chance to share their ideas and respect those ideas.

### Penalty Procedure

If you choose to break a rule, then you will face the consequences. Consequences are fair and equal for all students. If you choose to disrupt your learning or someone else's right to learn the penalty procedure will be enacted. If you choose to make any "I've lost my everlovin' mind!" choices such as, gross insubordination or violent behavior, it will warrant an immediate trip to an administrator's office.

**Penalty Procedure: 1st Incident:** Verbal warning **2nd Incident:** Student/Teacher conference. **3rd Incident:** A call home to parents/guardian. **4th Incident:** Parent/Student/Teacher Conference.

## Success Contract:

*Statement: I certify that I have read and understand all of the rules, policies and information in this syllabus. In addition, I understand that I am expected to succeed in Ms. Coelho's English course. I will do my best and turn in quality work the entire year.*

---

Student name (print)

Signature