

COM 319 Print News II: Editing

Credit Hours: 3

In-Class Instructional Hours: 2

Labs: 2

Field Work: 0

Catalog Description:

Prerequisite. SPC 205, COM 210, COM 215

Theory and practice in copy editing, headline writing, and preparation of news for publication and online presentation; analysis and evaluation of news content; practice in working under time pressure.

Reasons for Revision:

(2007) This course was last revised in 1989. This revision is part of a general program review, through which Communication seeks to update its courses in light of departmental experience with the previous program version, evolving departmental needs, and expanding scholarship in the field. Additionally, the department is undertaking this revision to position itself for accreditation by the Accrediting Council for Education in Journalism and Mass Communication.

Student Learning Outcomes: On completion of this course, students will be able to:	Course Content References:	Assessment:
1. Critically analyze and evaluate the content of stories for newsworthiness	II, VI	1. Exams, papers, applied projects, presentations
2. Demonstrate competence in editing stories for accuracy, clarity, spelling, punctuation and style	I, II	2. Exams, papers, applied projects, presentations
3. Apply guidelines of the Associated Press stylebook in editing news copy	II	3. Exams, papers, applied projects, presentations
4. Demonstrate competence in preparing various types and genres of stories for publication	II, III, IV, V	4. Exams, papers, applied projects, presentations
5. Demonstrate competence in preparing various types and genres of stories for online presentation	II, III, IV, V, VIII	5. Exams, papers, applied projects, presentations
6. Apply editing principles to preparing photos and graphics for publications and presentation	VII	6. Exams, papers, applied projects, presentations

Course Content:

I. Journalistic Roles

- A. Editor
- B. Reporter
- C. Copy editor
- D. Photographer

II. Principles of News Editing

- A. Stylebook
- B. Editing symbols
- C. Standard language
- D. Grammar
- E. Punctuation

III. Applications in Editing

- A. Criteria for newsworthiness
- B. Headlines
- C. Leads
- D. Attribution
- E. Use of statistics

IV. Language Usage

- A. Editing for clarity
- B. Editing for brevity
- C. Editing for inclusiveness of language
- D. Editing for diversity of race, culture, religion, ethnicity, gender and lifestyle
- E. Editing for readability

V. News Rewriting

- A. Wire services
- B. Public relations copy
- C. Blogs
- D. Reader-generated information

VI. Legal Principles

- A. Defamation
- B. Privacy
- C. Copyright
- D. Trademark

VII. News Photos and Graphics

- A. Criteria of newsworthiness
- B. Cropping and sizing
- C. Legal issues
- D. Ethical issues

VIII. Electronic Newsroom

- A. Computer hardware
- B. News writing software
- C. Information-gathering software
- D. Digital photojournalism

Resources:

Classic Scholarship in the Field.

- Ellis, B.G. (2001). *The copy editing and headline handbook*. Boulder CO: Perseus.
- Kalbfeld, B. (2001). *Associated Press broadcast news handbook*. New York: McGraw-Hill.
- Schwartz, J. (2001). *The Associate Press guide to reporting*. New York: McGraw-Hill.
- Strunk, Jr., W., White, E.B., & Angell, R. (2000). *The elements of style* (4th ed). Boston: Allyn & Bacon.

Current Scholarship in the Field.

- Bass, F. (2002). *The Associated Press guide to Internet research and reporting*. Boulder CO: Perseus.
- Bell, A. (2002). *The language of news media*. Malden MA: Blackwell.
- Butcher, J., Drake, C., & Leach, M. (2006). *Butcher's copy-editing: The Cambridge handbook for editors, copy-editors and proofreaders*. New York: Cambridge University.
- Cappon, R.J. (2003). *The Associated Press guide to punctuation*. Boulder CO: Perseus.
- Goldstein, N. (2006). *The Associated Press stylebook and briefing on media law*. Boulder CO: Perseus.
- Kershner, J.W. (2004). *The elements of news writing*. Boston: Allyn & Bacon.
- Kessler, L., & McDonald, D. (2003). *When words collide: A media writer's guide to grammar and style* (6th ed.). Belmont CA: Wadsworth.
- LaRocque, P. (2003). *The concise guide to copy editing: Preparing written work for readers*. Oak Park IL: Marion Street.
- Lederer, R., & Dowis, R. (2001). *Sleeping dogs don't lay: Practical advice for the grammatically challenged*. Torrance CA: Griffin.
- Ludwig, M.D. & Gilmore, G. (2005). *Modern news editing* (5th ed.). Malden MA: Blackwell.
- Martin, P.R. (2002). *The Wall Street Journal guide to business style and usage*. New York: Wall Street Journal.
- Mencher, M. (2005). *News reporting and writing* (10th ed.). New York: McGraw-Hill.
- Russail, J. (2003). *Strategic copy editing*. New York: Guilford.
- Siegal, A.M. & Connolly, W.G. (2002). *The New York Times manual of style and usage: The official style guide used by writers and editors of the world's most authoritative newspaper*. New York: Three Rivers Press.
- Walsh, B. (2001). *Lapsing into a comma: A curmudgeon's guide to the many things that can go wrong in print – and how to avoid them*. New York: McGraw-Hill.

Periodicals:

Columbia Journalism Review
Editor & Publisher
Journalism Quarterly
Washington Journalism Review