

ENGL-116: PUBLICATIONS LAB

Effective Term

Fall 2023

CC Approval

3/17/2023

AS Approval

4/11/2023

BOT Approval

4/20/2023

COCI Approval

5/12/2023

SECTION A - Course Data Elements

CB04 Credit Status

Credit - Degree Applicable

Discipline

Minimum Qualifications	And/Or
English (Master's Degree)	Or
Journalism (Master's Degree)	

Subject Code

ENGL - English

Course Number

116

Department

English (ENGL)

Division

Language and Developmental Studies (LADS)

Full Course Title

Publications Lab

Short Title

Publications Lab

CB03 TOP Code

1501.00 - English

CB08 Basic Skills Status

NBS - Not Basic Skills

CB09 SAM Code

E - Non-Occupational

Rationale

Laboratory course for the production of a newsletter, news website, or literary magazine.

SECTION B - Course Description

Catalog Course Description

Students in this laboratory course will produce a newsletter, news website, or literary magazine. This course covers critical evaluation, review and selection of material for content as well as media ethics, writing, editing, design, multimedia, social media and other skills.

SECTION C - Conditions on Enrollment**Open Entry/Open Exit**

No

Repeatability

Not Repeatable

Grading Options

Letter Grade or Pass/No Pass

Allow Audit

Yes

Requisites**SECTION D - Course Standards****Is this course variable unit?**

No

Units

1.00000

Lab Hours

54

Outside of Class Hours

0

Total Contact Hours

54

Total Student Hours

54

Distance Education Approval**Is this course offered through Distance Education?**

Yes

Online Delivery Methods

DE Modalities	Permanent or Emergency Only?
Entirely Online	Permanent
Hybrid	Permanent

SECTION E - Course Content**Student Learning Outcomes****Upon satisfactory completion of the course, students will be able to:**

1. Participate in the design of a newsletter, news website, or literary magazine.
2. Contribute one piece of writing or media for publication in print or online.

Course Objectives**Upon satisfactory completion of the course, students will be able to:**

1. Identify elements of news production and magazine design.
2. Demonstrate ability to help with tasks associated with production, such as copyediting, headline writing, photo editing, design, layout, website uploading and distribution.
3. Develop story ideas and contribute writing or media to one section of a publication.

4. Solicit and critically evaluate original submissions for publication.
5. Critique options for visual storytelling and packaging, considering the relationship between the publication's philosophy and content.
6. Discuss libel and ethical issues.

Course Content

1. The Production Process
2. Soliciting submissions for articles, features, or other writing genres
3. Writing headlines and captions
4. Designating appropriate art to accompany stories
5. Creating graphics, including those with interactivity
6. Critiquing stories
7. Copy-editing for content, grammar, and punctuation
8. Design principles
9. Basic layout
10. Employing Associated Press style
11. Production proofing
12. Identifying and avoiding libel and plagiarism

Methods of Instruction

Methods of Instruction

Types	Examples of learning activities
Lecture	Lectures combined with multi-media.
Discussion	Discussions of major topics.
Visiting Lecturers	
Activity	Activities for designing a newsletter, news website, or literary magazine.
Group Work	Workshops critiquing writing submissions.
Other	Other methods include, but are not limited to: presentations of sample content and design, skill-building exercises, collaborative learning, and other demonstrations of the production process.

Instructor-Initiated Online Contact Types

Announcements/Bulletin Boards
 Chat Rooms
 Discussion Boards
 E-mail Communication
 Telephone Conversations
 Video or Teleconferencing

Student-Initiated Online Contact Types

Chat Rooms
 Discussions
 Group Work

Course design is accessible

Yes

Methods of Evaluation

Methods of Evaluation

Types	Examples of classroom assessments
Homework	Writing for or about the production process.
Class Participation	Participation in the production of a newsletter, news websites, or literary magazine.
Other	Writing content for publication.

Assignments

Reading Assignments

- A. Critiques of submissions.
- B. Proofreading selections for publication.

Writing Assignments

- A. Writing for or about the production process.
- B. Writing content for publication.

Other Assignments

- A. Participation in the production of a newsletter, news websites, or literary magazine.

SECTION F - Textbooks and Instructional Materials

Material Type

Manual

Author

Associated Press

Title

Associated Press Stylebook

Publisher

Basic Books

Year

2020

Material Type

Manual

Author

William Strunk Jr

Title

The Elements of Style: Classic Edition

Publisher

Spectrum Ink

Year

2018

Proposed General Education/Transfer Agreement

Do you wish to propose this course for a Local General Education Area?

No

Do you wish to propose this course for a CSU General Education Area?

No

Do you wish to propose this course for a UC Transferable Course Agreement (UC-TCA)?

No

Course Codes (Admin Only)**CB10 Cooperative Work Experience Status**

N - Is Not Part of a Cooperative Work Experience Education Program

CB11 Course Classification Status

Y - Credit Course

CB13 Special Class Status

N - The Course is Not an Approved Special Class

CB23 Funding Agency Category

Y - Not Applicable (Funding Not Used)

CB24 Program Course Status

Program Applicable

Allow Pass/No Pass

Yes

Only Pass/No Pass

No

Reviewer Comments

Robert Van Der Velde (robert.vandervelde) (Thu, 19 Jan 2023 23:21:50 GMT): Rollback: Returned to change contact hours to 54 lab hours, no out of class hours. Add Journalism as Discipline. TOP code should be 150100 English.