

**Springfield Catholic High School**  
**Journalism I and II**  
2016-2017

Mrs. Stephanie Lawless (formally Ms. Hatfield), instructor and *The Shamrock Post* publication adviser

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**Course description:**

In this course, students will write and edit news articles for our school newspaper, *The Shamrock Post*. They will be assigned multiple journalistic roles, including reporting, editing, taking photographs, and designing the page layout. Functioning as our school journalists, students will be asked to attend events, conduct interviews, and participate in other activities outside of the school day. They will learn about the principles of journalistic writing, in addition to laws involving media and ethical journalism. They will also collaborate with the Connections staff to produce copy and photos for the system-wide newspaper and update content on the SCHS website.

**Required Materials:**

Notebook

Pen/ pencil

Chromebook (provided by SCHS)

**Class Expectations:**

- Be respectful of your peers, instructor, and others
- Always represent SCHS in a professional way both in and out of school
- Arrive on time with required materials
- Meet all assigned deadlines (there is no "late work" in journalism)
- Work together to foster a collaborative learning environment
- If you will need to be excused from class due to publication related responsibilities, you must check in with me first or inform me ahead of time regarding the absence... (see below)\*\*

Failure to follow the rules will result in loss of participation points for that day. Repeat offenses will result in a demerit, loss of privileges, and/ or parent notification.

**Grading Policy:** Grades will be determined by the quality of student work and the ability to meet deadlines.

\*\*Participation will be a required component of this class. Students will be required to leave class to obtain photos and conduct interviews. As representatives of our school and our newspaper, the highest level of professionalism is required. Failure to conduct oneself properly (or failure to notify me or an editor ahead of time regarding your whereabouts) will result in loss of reporting/ leaving privileges. This will result in a difficult semester regarding the ability to participate and achieve the desired grade. Avoid this issue by erring on the side of extra professionalism and asking your instructor and/ or editors when in doubt.

**Plagiarism Statement:**

A major goal of this course is to develop your written and verbal communication skills using journalistic principles to guide your work. It is wrong, unethical, and in violation of copyright laws to claim another's work as your own (plagiarism). Any photographs or information taken from a secondary source (i.e., photographs you

did not take, but instead, found online) must be credited with the name of the source where you found the photograph; we will discuss more in depth throughout the year.

Dear parent/ guardian of SCHS journalism student:

As scholastic journalists, occasionally *The Shamrock Post* staff will need to leave the SCHS campus to conduct interviews and attend community events. Please fill out the attached form and have your student return to me as soon as possible. You may indicate below whether you give permission for your child to leave within the designated class time to conduct these publication responsibilities, and please provide your signature. Feel free to direct any questions you may have to me at [shatfield@scspk12.org](mailto:shatfield@scspk12.org). Thank you, Mrs. Lawless.

Please check one of the following below and print/ sign your name and print your child's name:

\_\_\_\_\_ I give my son/ daughter permission to leave campus during the designated class time to conduct various journalistic responsibilities for our SCHS publication *The Shamrock Post*.

\_\_\_\_\_ My son/ daughter does not have permission to leave the SCHS campus during class time and/ or school hours.

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parent/ guardian print name

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parent/ guardian signature

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please print your son/ daughter's name

Thank you!