Brooks Institute

ACADEMIC FREEDOM STATEMENT

Brooks Institute is committed to protecting and encouraging the principles of academic freedom. Academic freedom provides the foundation for scholarship, teaching and learning, and reflects the Institutes fundamental mission to promote collaboration, critical thinking, and creativity. Essential elements for the intellectual vitality of a college include: the ability to exchange ideas and concepts freely, to explore and disseminate new knowledge, and to speak openly as a professional and as a private citizen. All are encouraged to promote a learning environment that provides opportunities for the free exchange of ideas between faculty, staff and students.

Programmatic Student Learning Outcomes/Mission

The mission of the **Visual Journalism** Program is to offer a contemporary, professional curriculum grounded in truthful, ethical, and creative storytelling that embraces the highest level of craftsmanship, advancing the field of journalism.

Program Description

The 120 semester credit Bachelor of Science in Visual Journalism program emphasizes the practice of ethical, journalistic storytelling, and incorporates a broad based experiential educational approach. The program consists of 69 semester credits that cover six primary areas of technical and creative focus under the umbrella of journalistic storytelling, including the opportunity to take 12 credits in electives. Primary areas include photojournalism, documentary film production, audio documentary, journalistic writing, multimedia journalism, website design and strategies for developing a web presence. Students also take 6 semester credits in business courses and 45 semester credits in Liberal Arts designed to both support their professional goals as journalists and broaden their understanding and experience of other subject areas.

Upon the completion of the Visual Journalism Program students should be able to:

- Create compelling, visually-driven nonfiction stories, using the latest tools of digital media. (Visual Literacy, Adept, Global)
- Collaborate effectively as members of a creative team. (Collaboration)
- Apply professional ethical standards for nonfiction storytelling and digital journalism. (Ethics)
- Employ business practices and strategies to advance career aspirations. (Adept, Global, Problem Solver)
- Apply techniques of critical thinking while creating and evaluating works of visual journalism or documentary. (Visual Literacy, Problem Solver)
- Communicate effectively in the field of mass media, in both written and oral forms. (Communication)

Course Title	**International Documentary 2**
Course Code	**VJN416**

Credit Hours	3 Semester
Contact Hours	4 Hours
Prerequisites	Panel Review
Course Type	Lecture/Lab

Course Syllabus

Instructor   TBD

Email   TBD

Telephone   TBD

Term Start/End Date   TBD

Course Description In this advanced course students are expected to take leadership roles in working with the pictures, audio, film and video footage they produce concurrently in the VJN415 International Documentary I course and create multimedia presentations suitable for a public audience. The outcomes may include an audio-visual show, a website, a DVD, a book, a print show and a film.

Learning Objectives   Upon completion of this course the student should be able to:

- Demonstrate their ability to product high quality photojournalism stories and projects, in the U.S. or in a foreign country Demonstrate qualities of leadership and collaboration needed to produce projects containing substantial content of interest to a wide audience of general viewers
- Demonstrate the ability to research projects and stories and arrange for in-depth coverage prior to arriving at the chosen destination
- Experience and survive the challenges of working in an environment or culture different from what the student experiences in school, perhaps with serious language differences from those in a student's country of origin.

Required Textbook(s) Lynda.com Subscription

Course Outline

Week 1: In coordination with the instructor and other members of the class, complete final arrangements and preparations to start work at final destination. Meet or communicate once with instructor for first critique.

Week 2: Fieldwork editing continues. Communicate once with instructor for second critique.

Week 3: Fieldwork editing continues. Communicate with instructor as necessary.

Week 4: Fieldwork editing continues. Communicate with instructor as necessary.

Week 5: Fieldwork editing continues. Communicate with instructor as necessary.

Week 6: Fieldwork editing completed. Communicate with instructor prior to return to campus.

Begin planning post-production process.

Week 7: Review status of all projects and set deadlines for next term post-production completion.

Week 8: All edited pictures are divided among the various sub-editors of the post-production projects. Additional editing continues by individual project editors.

Week 9: Editing continues. Some design of final projects begins.

Week 10: Editing and design continues. Publicity planning gets underway for the opening weekend presentation.

Week 11: Editing and design continues. Additional publicity planning continues.

Week 12: Editing and design continues. Additional publicity planning continues.

Week 13: Editing and design continues. Additional publicity planning continues.

Week 14: Editing and design continues. Additional publicity planning continues. Final work for this term continues in preparation for the official presentation of the work to the public midway through the following term.

Week 15: Final Assessment of Post Projects.

GENERAL ASSESSMENT CRITERIA AND METHODS OF EVALUATING STUDENTS

Letter grades (A, A-, B+, B, etc.)

The student's overall grade for this class is derived from a combination of online instructional activity, class participation, assignments, quizzes and exams, projects, and final project/final exam. A student's grade will be adversely affected by being tardy to class and by any unexcused absence. Only the instructor can authorize exceptions to class policies, deadlines or grades. Students must confirm (in writing) any exceptions to class policies or deadlines with the instructor. Class work is weighted as follows:

Grade Weighting		Grading Scales		
		Percent	Letter	Numeric
Course Area	%	93–100	A	4.00
Week 1 Assignments	5%	90–92	A-	3.70
In class written work	10%	87–89	B+	3.30
Out of class written work	10%	83–86	B	3.00
Team leadership/participation	30%	80–82	B-	2.70
Image Delivery of promotional photos/videos	15%	77–79	C+	2.30
Opening Show deadline for all projects	20%	73–76	C	2.00
Post-opening weekend project completion	10%	70–72	C-	1.70
		67–69	D+	1.30

		60–66	D	1.00
Total	**100%**	0–59	F	0.00

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DEFINITIONS OF CRITERIA USED IN GRADING

Outstanding = A	Outstanding work, showing insight and demonstrating excellence in skill and craft. Work goes well beyond what is required
Superior = A-, B+	Superior work, shows clear understanding and thorough demonstration of skill and craft
Good = B, B-	Competent work, clear understanding, often showing creativity and good use of skills
Satisfactory = C+, C, C-	Adequate understanding, inconsistent demonstration of skills, some elements missing or problems with priorities
Unsatisfactory = D, F	Lacks understanding, inadequate amount of time and effort demonstrated, many missing elements, inconsistent participation, skill and craftsmanship not demonstrated

ATTENDANCE POLICY

Each faculty member takes attendance for each class period and posts it to the student's record through the portal. Once absences equal 20 percent of the total number of class meetings, faculty may lower the final grade for the course one full grade and may drop the grade again for each absence after the 20 percent has been reached. Students may review their attendance through the student portal under each course the student is enrolled in.

Students who do not attend during the first week of class may be subject to withdrawal. Brooks Institute may also withdraw any student who has not been in attendance for 14 consecutive days. However, the institute will withdraw any student who has had non-attendance for 35 consecutive days; this timeframe may be extended due to extraordinary circumstances that affect the entire student population. Students will be responsible for all financial obligations incurred if and when they are withdrawn for lack of attendance

Regular classroom attendance is not only an essential ingredient for academic achievement, but it is also a fundamental building block for success. As part of the course requirements, students must attend at least 80 percent of the scheduled time for each course in order to achieve satisfactory attendance. Students in any of the internship courses are required to complete all scheduled hours and record attendance throughout the scheduled course to achieve satisfactory attendance. Students who do not achieve satisfactory attendance may earn a failing grade on their transcripts and may be required to repeat the course. Absences will include tardiness or early departures. Students who are not in attendance for any portion of a class will accrue time absent calculated in percentage increments of 25, 50, or 100 percent of the class period as reflected on each daily roster. Students who have been absent from all their scheduled classes for more than 14 consecutive calendar days, not including scheduled Institutional holidays or breaks, and/or students who officially withdraw from all current courses may be administratively withdrawn from the Institution.

Brooks Institute expects all students to exemplify integrity in all academic work. Brooks Institute will not permit students to engage in the following dishonest acts:

• **Cheating** – Cheating includes, but is not limited to, the following: using unauthorized notes, study aids, electronic or other devices not authorized by the instructor. Using or borrowing information from another person, or submitting someone else's work as one's own work including images and motion clips. Using work previously submitted for another purpose, without the instructor's permission, is prohibited. Duplicated use of copyrighted material in violation of federal copyright laws is prohibited.

• **Plagiarism** – Submitting as one's own work, in whole or in part, words, ideas, art, designs, text, drawings, images, motion clips, etc. that were produced by another person without attributing that person as the rightful source of the work. Plagiarism includes, but is not limited to: using words, word passages, pictures, etc. without acknowledgement; paraphrasing ideas without quotation marks or without citing the source.

• **Accessory to Dishonesty** – Knowingly and willfully supplying material or information to another person for the purpose of using the material or information improperly.

• **Falsification or Alteration of Records and Official Documents** - The following are examples of acts under this category, but the list is not exhaustive: altering academic records, forging a signature or authorization on an academic document, or falsifying information on official documents, grade reports, or any other document designed to attest to compliance with school regulations or to exempt from compliance.

• **Software Code of Ethics** – Unauthorized duplication of copyrighted computer software violates the law and is contrary to our organization's standards of conduct. Brooks Institute disapproves of such copying and recognizes the following principles as a basis for preventing its occurrence:

• Brooks Institute will neither engage in nor tolerate the making or using of unauthorized software copies under any circumstances.

• Brooks Institute will only use legally acquired software on our computers.

• Brooks Institute will comply with all license or purchase terms regulating the use of any software we acquire or use.

• Brooks Institute will enforce strong internal controls to prevent the making or using of unauthorized software copies, including effective measures to verify compliance with these standards and appropriate disciplinary measure for violation of these standards.

• **Communication Devices**-To maintain academic integrity and to eliminate distractions for other students the use of electronic devices in the classroom is dictated by the instructor.

Course Syllabus

CREDIT ASCRIPTION ADDENDUM

VJN416 International Documentary 2- 3 semester credit hours
Type: Lecture/Studio

Credit Ascription- The amount of hours spent outside of class and assignment alignment with Course Learning Objectives

Course Learning Objectives:

1. Demonstrate their ability to produce high quality photojournalism stories and projects, in the U.S. or in a foreign country Demonstrate qualities of leadership and collaboration needed to produce projects containing substantial content of interest to a wide audience of general viewers
2. Demonstrate the ability to research projects and stories and arrange for in-depth coverage prior to arriving at the chosen destination
3. Experience and survive the challenges of working in an environment or culture different from what the student experiences in school, perhaps with serious language differences from those in a student's country of origin.

The following indicates the **minimum** number of hours per assignment

		Assignment Title	Homework Hours	Assignment Objectives
Week 1		Post-Production Checkin: Blog Entry	2	1,2
Week 2		Post-Production Checkin: Blog Entry	2	1,2,3
Week 3		Midterm In-Country Edit: Blog Entry	5	1,2,3
Week 4		Post-Production Checkin: Blog Entry	2	1,2,3
Week 5		Post-Production Checkin: Blog Entry	2	1,2,3
Week 6		Final In-Country Edit: Blog Entry	10	1,2,3
Week 7		Post Group Assembly Edits	10	1,2,3
Week 8		Post Group Rough Edit	5	1,3
Week 9		Post Group Fine Edit	10	1,3
Week 10		Post Group Picture Lock Edit	10	1.3
Week 11		Post Group Project Promotion/ Finalizing	5	1,3
Week 12		Post Group Project Promotion/ Finalizing	5	1,3
Week 13		Post Group Project Promotion/Finalizing	5	1,3
Week 14		Post Group Project Promotion/Finalizing	5	
Week 15		Final Projects ; Blog entry	15	1,2,3
Total			94	