Southern Illinois University-Carbondale  
Department of Radio, Television & Digital Media  
Writing for Media Arts  
Comm 1205 – MWF 1:00pm-1:50pm

Instructor: Molly Bandonis  
Email: molly.bandonis@siu.edu  
Office Hours: MW 12-1, or by appointment

Course Description:  
RTD 383 is a general introduction to the basic principles of writing for the electronic media. Through practical and theory-based readings, screenings, in-class exercises and discussions and individual creative projects, students will sample a variety of media writing genres.

Course Objectives:

1. To develop an understanding of the principles, tools, and practices of writing for the electronic media. Students will:
   a. Have an understanding of the mass media and its television, radio, and internet audience.
   b. Evaluate different writing formats  
   c. Analyze subject matter, and its themes  
   d. Analyze and evaluate censorable and controversial material.

2. To develop a strong foundation regarding high standards and ethical criteria for responsible writing and production presentations. You will:
   a. Have an understanding of ethical, logical, and emotional appeals  
   b. Be able to identify, define and evaluate the role of psychographic surveys, and  
   c. Become familiar with laws that govern or dictate to our ethics.

3. To strengthen your understanding of the techniques for script writing for radio and television productions. You will:
   a. Explain background research of subjects  
   b. Describe a model of good script writing, and  
   c. Have an understanding of the aspects of technical concerns.

Required Texts and Materials:


All other listed readings will be made available in .pdf form on D2L (Desire2Learn), aka https://online.siu.edu.

Account with Celtx, free online screenwriting software (we will cover this in class).

Students are responsible for their own data storage – a flash drive, external hard drive, or designated space on Google Drive, Dropbox, etc are all acceptable.

Course Requirements and Guidelines:

Students
- Attend class on time and be prepared (it is your responsibility to always sign in)
- Refrain from engaging in side-bar conversations during class
- Refrain from eating or drinking in class
- Turn off cell phones, pagers, players and remove headphones before entering class
- Participate in class discussions
- Submit completed assignments on or before due dates
- Complete weekly reading by Monday or beginning of the week
- Fulfill team project responsibilities

Instructor
- Begin class on time with advanced lecture preparation
- Return evaluated assignments in a timely fashion
- Maintain accurate records of all learners’ performances and grades
- Keep office hours, return phone calls, and email (during office and class hours)
- Assist all learners with questions and concern

Conduct
The best classrooms I have been a part of recognize the importance of community in learning. It is my goal to bring this sensibility to this Fall's RTD 383 class. Classroom discussions offer spaces for the community to process and understand reading materials and films together. Debate is encouraged – students should feel safe expressing unique ideas in a respectful and professional manner.

Deadlines
Assignments will be given throughout the semester. You are expected to meet all deadlines. Your performance and grade will be adversely affected if assignment due dates are not satisfactorily met. Prior arrangements must be made for possible due-date conflicts.

Mandatory Attendance/Class Participation
Sign in (a sign-in sheet will be available each day) as soon as you enter class.
Excessive absences and tardiness will adversely affect your performance and grade. If you miss class, or a portion of a class, you should: contact a co-learner for class information and materials, and submit legal documentation as to the reason(s) for your absence(s). If you must miss class, your assignment is due before the period begins, unless other arrangements have been made. In addition, you are expected to read the text and other materials and come to class prepared to discuss the assigned readings, assignments, and other pertinent issues. Late assignments will receive a 50% point reduction after the first 24 hours, a 50% point reduction of the remaining points after the next 24 hours, etc., in addition to any correction points.

Important Advice
If you are having problems or have special needs or questions, please make arrangements to meet with me so we can discuss them. It is your responsibility to let me know if you are having problems understanding the assignments and/or questions regarding the material. Do not wait until assignment due dates or the end of the semester to address any issues. Please contact me right away, so we can work out any concerns together rather than letting them become major difficulties.

Academic Honesty:
All work is expected to be your original work. The University considers both cheating and plagiarism serious offenses. MCMA strictly prohibits the use of someone else’s work without proper citation. As defined by the SIUC Student Conduct Code, acts of academic dishonesty include, but are not limited to:

- Submitting the work of another person or entity as your own.
- Failing to cite the work or data of another person or entity.
- Improperly citing the work or data of another person or entity.
- Submitting work which has been previously submitted for credit or evaluation without instructor approval.
- Preparing work with the knowledge or intention that it may be represented as the work of another.
- Sharing or disseminating tests, notes, slides, presentations, recordings or any other material which is the intellectual property of an instructor or of the university without prior approval. This does not prohibit a student from sharing his or her own papers, notes, or other written works in accordance with Article 2.1.2.
- Knowingly falsifying scientific or educational data or representing falsified scientific or educational data as the result of scientific or scholarly experimentation or research.
- Violating any restriction on collaboration which has been duly communicated by an instructor, via a syllabus, or otherwise in writing or orally in the course of instruction.
- Attempting to obtain a grade through improper means, or otherwise subverting the educational process by any means whatsoever.
• Soliciting, aiding, abetting, concealing, or attempting any act of academic misconduct.

The minimum penalty in this class for a plagiarized assignment is a zero. The maximum penalty is dismissal from the University. I strongly encourage taking a look at Morris Library’s resources on how these issues are defined and avoided: http://libguides.lib.siu.edu/plagiarism

Evaluation

Assignments & Grading Breakdown

<table>
<thead>
<tr>
<th>Grade Item (#)</th>
<th>Points Available (% of Total Grade)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Class attendance and participation</td>
<td>100 (20 %)</td>
</tr>
<tr>
<td>Online posts (8 posts, 15 points each)</td>
<td>120 (24 %)</td>
</tr>
<tr>
<td>Writing Assignments (6 assignments, 20 points each)</td>
<td>120 (24 %)</td>
</tr>
<tr>
<td>Creative Pitch Assignment</td>
<td>60 (12%)</td>
</tr>
<tr>
<td>Final Project</td>
<td>100 (20%)</td>
</tr>
<tr>
<td><strong>Overall Grade</strong></td>
<td><strong>500</strong></td>
</tr>
</tbody>
</table>

Grading Scale
A = 450-500 (90-100%) – Outstanding work, an example to others
B = 400-449 (80-89%) – Good to excellent work, exceeds requirements
C = 350-399 (70-79%) – Satisfactory work, meets requirements
D = 300-349 (60-69%) – Satisfies minimum requirements
F = 0-299 (0-59%) – Unsatisfactory work, does not meet requirements

General Assignment Guidelines
Assignments should be free of grammatical errors, misspelled words, typos, etc. All assignments must be typed, double-spaced and submitted on time. Keep copies of all your writing assignments, including rewrites and peer editing feedback. You will receive specific directions and rubrics for each assignment.

Your work will be evaluated by:
• How well your writing assignments are researched
• Whether or not there are errors in grammar, punctuation, spelling, format, etc. (minus 1 point for each occurrence).
• The incorporation of any unique or unusual items that fit the context of the project
• Creativity
• Organization of the project, and
• Clarity, completeness, and originality.
• Appropriate and thorough source citation

Online Post Guidelines
In 550-700 words, connect weekly readings to screenings and in-class discussion. These posts are an opportunity to synthesize the materials covered thus far. Make sure to thoroughly describe the context in which you're assigned the readings: how will they inform your coursework? Your creative work? What do they add/ how do they compare to what has already been covered? Please be sure to:
- Post by 11:59PM Friday.
- Include references to ALL readings.
- Clearly cite authors/texts

Final Project
The final project in this class is an opportunity for you to dig deeper into a visual writing genre we’ve covered in class. Assignment details pending, but keep in mind that you are expected to produce a significant excerpt of a script-formatted creative project and defend this with a reflection paper that references readings, screenings and plans to expand.

Building Emergency Response Protocols:
Southern Illinois University Carbondale is committed to providing a safe and healthy environment for study and work. Because some health and safety circumstances are beyond our control, we ask that you become familiar with the SIUC Emergency Response Plan and Building Emergency Response Team (BERT) program. Emergency response information is available on posters in buildings on campus, available on BERT's website at www.bert.siu.edu, Department of Public Safety’s website www.dps.siu.edu (disaster drop down) and in the Emergency Response Guideline pamphlet. Know how to respond to each type of emergency.

Instructors will provide guidance and direction to students in the classroom in the event of an emergency affecting your location. **It is important that you follow these instructions and stay with your instructor during an evacuation or sheltering emergency.** The Building Emergency Response Team will provide assistance to your instructor in evacuating the building or sheltering within the facility.

**Students with a Disability:** Instructors and students in the class will work together as a team to assist students with a disability safely out of the building. Students with a disability will stay with the instructor and communicate with the instructor what is the safest way to assist them.

**Tornado:** During the spring semester, we have a Storm Drill. Pick up your belongings and your instructor will lead you to a safe area of the basement. No one will be allowed to stay upstairs. Stay away from windows. The drill should not last more than 10 minutes. You must stay with your instructor so he/she can take roll. Students need to be
quiet in the basement as the BERT members are listening to emergency instructions on handheld radios and cannot hear well in the basement.

**Fire:** During the fall semester we have a Fire Drill. Pick up your belongings and your instructor will lead you to either the North or South parking lot depending on what part of the building your class is. You must stay with your instructor so he/she can take roll. As soon as the building is all clear, you will be allowed to return to class. These drills are to train instructors and the Building Emergency Response Team to get everyone to a safe place during an emergency.

**Bomb Threat:** If someone calls in a bomb threat, class will be suspended and students will be asked to pick up their belongings, evacuate the building and leave the premises. Do not leave anything that is yours behind. We will not allow anyone back into the building until the police and bomb squad give us an all clear. DO NOT USE YOUR CELL PHONES. Some bombs are triggered by a cell phone signal.

**Shooter in the Building:** This spring semester we are in the planning stages of a Shooter in the Building Drill. When it is safe to leave, move to a safe area far from the building away from where the shooter is located. If anyone has any information about the shooter, please contact the police after you are a safe distance away. If someone cannot leave, go into a room, lock the door, turn out the lights, and if possible, cover the glass on the door. Students should pile chair desks in front of the glass and door as a barricade and the teacher's desk, podium and anything movable pushed against the door. This is to slow down any attempts to enter or look into the classroom. If it looks like the shooter is persistent and able to enter, make a lot of noise and use everything in your backpacks to throw at the shooter to distract him. Silence all cell phones after one person in the room calls the police and informs them of the location and number of people in the room. Be quiet and wait for the police to arrive. The police are looking for one or more shooters, and they have no way of knowing if the shooter is in the room people are hiding. For this reason, when the police enter the room, no one should have anything in his/her hands and each person MUST raise his/her hands above his/her head.

**Earthquake:** In the event of an earthquake, you are advised to take cover quickly under heavy furniture or near an interior wall, or a corner, to avoid falling debris. Outside the building are trees, power lines and debris from the building itself that you will need to stay away from. In the building, large open areas like auditoriums are the most dangerous. Do not try to escape on a stairway or elevator. Do not hide under a stairway. We do not recommend that you stand in a doorway because the door could shut from the vibrations and crush your fingers trapping you there.

**Safety Resources:**

**Campus Police:** (618) 453-3771

**Night Safety Transit (8pm-Midnight):** (618) 453-2212

http://dos.siu.edu/night-safety-transit.php

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**Rave Mobile Safety Alert System:** We recommend that you sign up for the Rave Mobile Safety Alert System. It is a new system that replaces the WENS system to alert you through emergency text messages on your cell phone and emails for emergencies on campus, weather reports and emergency school closures. You have to sign up. If you were signed up for WENS it does not roll over. You have to sign up for Rave Mobile Safety Alert System. Go to hrss.siu.edu (Human Resources Self-Services System), login with your regular SIU login username and password, click on Personal Information, fill out the information or update the information and save it. For more information, visit dps.siu.edu, contact SalukiTech at 453-5155 or salukitech@siu.edu.

**CPR/Defibrillator and First Aid Class:** If you would like to take a CPR/Defibrillator and/or First Aid class, contact LaVon Donley-Cornett, lavong@siu.edu or call 453-7473.

**Gender Based Violence Awareness and Prevention:** SIU is committed to fostering an environment in which all members of our campus community are safe, secure, and free from gender-based violence of any form, including but not limited to sexual assault, dating violence, domestic violence, and stalking. The University expects that all interpersonal relationships and interactions—especially those of an intimate nature—be grounded upon mutual respect, open communication, and clear consent.

SIU has adopted standards of conduct for all members of our community—students, faculty, administrators, staff, vendors, contractors, and third parties—with respect to sexual assault, dating violence, domestic violence, and stalking. These standards apply to all regardless of gender, sexual orientation, or gender identity of any of the individuals involved. By providing resources for prevention, education, support, investigation, and a fair disciplinary process, SIU seeks to eliminate gender-based violence. Students and staff can file an anonymous report electronically at [http://www.safe.siu.edu](http://www.safe.siu.edu)

Women's Self Defense Classes are offered to female students faculty and staff by the Department of SIU Public Safety. For more information contact Officer Mary Stark [marys@dps.siu.edu](mailto:marys@dps.siu.edu)