

JOU 1440L: Humanities Magazine Publication
Spring 2009

Advisor Prof. Courtney Ruffner Office: 3-112 Phone: 752-5478 ruffnec@mccfl.edu	Advisor Prof. Jeff Grieneisen Office: 3-117 Phone: 752-5474 grienej@mccfl.edu
---	--

Description:

Prerequisite: Successful completion of ENC 1101

This class provides the student with an opportunity to contribute to the making of a humanities magazine, which encourages and gives voice to the artistic expression of students of Manatee Community College. The students are involved in the layout and make-up of the magazine, including selecting literary and art works, editing and proofreading. This course may be repeated for additional credit. While the PENTANGLE magazine is published in a “classroom” setting, it is nevertheless, an actual publication, and thus, it serves as a microcosm of what is expected in the industry. Standards governing professional practice will be addressed and maintained throughout production.

Course Performance Objectives:

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

1. Recognize a successfully written poem and short story
2. Identify graphic images likely to reproduce well when printed
3. Discuss elements of poetry and short fiction
4. Determine an image’s strength and its potential for non-verbal communication within the magazine
5. Proofread copy using fundamental proofreading practices
6. Integrate elements of image and text to create a cohesive and visually interesting product
7. Differentiate between a valid and invalid rejection and be willing to defend one’s position when challenged
8. Work within a peer group and make decisions in a democratic manner
9. Interact with printing professionals in all phases of magazine production
10. Recognize and respect the importance of meeting deadlines while continuing to maintain high aesthetic standards

Texts and Materials:

Items provided by instructors

Attendance and Conduct:

Students will need to take notes as necessary and participate on various tasks both inside and outside of class. Tasks and exercises help insure that Course Performance Standards are fulfilled. Tasks help do the following: 1. Document student effort 2. Provide the student with skills needed for success in class and 3. Allow the student to demonstrate his or her understanding of the subject. The student must take equal responsibility for his/her academic success in class. The student is expected to ask questions whenever necessary and to be sure each task is fully understood. Your grade will be affected by excessive absences, coming to class late / leaving class early. Make your appointments for times when you are not required to be in class.

Restrictions:

No cell phones or text message devices or mp3 players, etc. Those with emergencies should set any communication device on vibration mode.

Grading:

Grading will be based largely on one's participation inside and outside the classroom. Points will be deducted for excessive absences and lateness. After 4 absences, your grade will drop a letter grade and so on for each additional absence. If 4 absences are met before the last day to w/d, you will be asked to w/d from the class, i.e. you will be fired from the staff. You are REQUIRED to attend the annual Pentangle Reception and Reading.

Email:

Students are required to communicate with their instructors using their official MCC email address. There will be a class distribution list set up for easy communication among all.

TENTATIVE MONTHLY CHECKLIST**JANUARY**

_____ Schedule reception, reserve space, contact theatre department for microphone, put students on food, set up, clean up committees

_____ Get publicity information from featured speaker

_____ Meet with printer & decide on paper, cover, print size, and color placements

_____ Send entries to judges and collect results.

_____ Finish all submission selections

FEBRUARY

- _____ First week: send announcement of reception to publicity dept. to be sent to newspapers
- _____ Discuss Text of the visiting poet
- _____ Call contest winners several days before reception (a week would be good)
- _____ Do paperwork for checks: ___ student winners, ___ judges, and ___ speaker
- _____ Do certificates for all winners
- _____ After reception, send list of contest winners to publicity to be sent to newspapers. Post a list of winners on department door
- _____ Last week and 1st of March: Frantic layout, proofreading of all typed text

MARCH

- _____ Last of layout, index, table of contents, staff page, acknowledgements, college name, etc.
- _____ 3rd week: finished product to printer
- _____ Send acceptance letters

APRIL

- _____ Finished product received
- _____ Order certificates for Honors convocation if applicable

Distribute Magazines to:

- _____ English Advisors - one box (50 magazines) each
- _____ Art Consultant - one box
- _____ Dr. Lars Hafner, President - one box
- _____ Carol Probstfeld, V.P. of Business Affairs - 5 copies
- _____ Dr. Jack Crocker, V.P. of Academic Affairs - 5 copies
- _____ Dr. Donald R. Bowman, V.P. E. P. & Student Development - one box
- _____ Dr. Darlene Wedler-Johnson, Dean of A&L, S&BS - 5 copies
- _____ All remaining boxes will stay in English Department

_____ Send two boxes to Doug Ford at the Venice campus

_____ Send one box to bookstore in Bradenton

_____ Peg Lowry - 5 copies

_____ Venice CEO - 5 copies

_____ Archives (in the library) - 2 copies

_____ Send 1 box to Lakewood Ranch

MAY

_____ Enter state and national contests

_____ **Final Exam Week. Each student is responsible for handing out the Pentangle during two, one-hour sessions anytime during this week.**