

How Sure Are You?

Directions:

1. Go over your study guide for the exam.
2. Then, place your each of your facts/term/ideas in one of the following categories: In Stone if you know that item well and have no questions; In Ink if you think you know it pretty well, but may have a question or two; In Pencil if you kind of know it, but have many questions, or if it is unfamiliar to you.
3. Finally, write your questions next to the fact/term/idea so that you may ask during our test review.
4. This is a graded assignment and must be turned in. Due date: _____

Keep in mind that test review will be based on your questions. Clarification will be provided. However, it will not be a session where the instructor restates everything you need to know for the exam. Exam items will come from class work, readings, lecture, discussions, and projects, as you have been told. Items on the exam have been covered multiple times in class by this point.

In Stone facts

In Ink facts

In Pencil facts

Study Guide Technical Writing

Anything from class discussion, lecture, readings, films, and projects is fair game for this comprehensive final exam. Please use this study guide to prepare for our question and answer session prior to the exam. You will have a mix of multiple choice, true/false, fill in, brief essay, ordering information, and writing brief story sections. You should know not only the terms and concepts, but also how to implement them.

- Hard news/ straight news
- Soft news/ feature
 - know the traits of each
- Focus on the individual-Radical Write
- Parts of a story
 - Headline
 - Deck
 - By line
 - Know how to build each
- Journalistic style
 - No conclusions
 - Short paragraphs
 - Quotations
 - 3rd person
 - past tense
 - strong verbs
 - simple concise language
 - bias/opinion
 - facts
 - represent all sides
 - interest and importance
 - angle
 - our style rules
- Ch. 12 & 18 SJ YB Design & Reporting
 - Good reporting
 - A history- timeline of events
 - Word story
 - Alternate word stories/ text/ info graphic
 - Q and A, quotes, quiz
 - Reform images
 - Coverage
 - Representation
- Ch. 21 Pictures
 - Action is best
 - Appeals p. 21 SJ
 - Criteria p. 305 SJ for pictures
 - Plan for photo coverage
 - Ethics with pictures
 - CUTLINES 5W and H and MORE
- Ch. 23 Ethics
 - What are they?
 - Why journalist need them
 - Ethics- VI and VII
 - *Mad City* film and examples
- Ch. 24 Law
 - Why schools are protected
 - Tinker 1969 1st Amendment rights to schools- description
 - Hazelwood 1988 limited
 - Bethel 1986
 - Not protected
 - Libel
 - Obscene
 - Descriptions of school day
 - Definition of libel- conditions necessary p. 343
 - Defenses against label
 - Provable truth
 - Privilege
 - Public office/ figure
 - Fair comment
 - Definition of obscenity
- Editorials
 - six types
 - purpose
 - how different from letters to editor
- Advertising
 - financial foundation of media
 - design
 - optic center
 - formal and informal balance
 - gaze motion
 - simplicity in border, font
 - centering text is bad
 - use illustrations or photos
 - copy