

Communication 3523: Editing for Print Media
University of Tulsa
Spring 2005
Tuesday/Thursday, 4:30 p.m. to 6 p.m.
Oliphant Hall

Instructor: Thomas Conner
Tulsa World Assistant Features Editor

Required texts: Creative Editing-Third Edition
(Dorothy A. Bowles, Diane L. Borden)
Associated Press Stylebook

Optional text: William Strunk Jr.: "The Elements of Style"

Week 1

Tuesday: Introduction to class, examples of exercises, survey
Reading for Thursday's class: Chapter 1
Survey

Thursday: What makes a good editor
In-class exercises

Week 2

Tuesday: Grammar I
In-class exercises
Reading: Chapter 2

Thursday: Grammar II
In-class exercises

Week 3

Tuesday: Punctuation
In-class exercises
Quiz over Chapter 2
Reading: Chapter 3

Thursday: Word usage
In-class exercises
Homework

Week 4

Tuesday: Editing stories
In-class exercises
Reading: Chapter 4
Turn in homework assigned from last week

Thursday: Editing stories continued
Guest speaker or in-class exercises
Quiz

Week 5

Tuesday: Checking facts
In-class exercises
Reading: Chapter 5

Thursday: Guest speaker on fact checking

Week 6

Tuesday: Checking facts (math for journalists)
In-class exercises
Quiz (use the Internet to find answers)
Reading: Chapter 6

Thursday: Media law
In-class exercises
Quiz
Reading: Chapter 7

Week 7

Tuesday: Ethics
In-class exercises

Quiz

Thursday: News value and story selection
In class exercises

Week 8

Tuesday: Review for mid-term

Thursday: Mid-term

Week 9

Tuesday: Photo editing
Guest speaker. Have questions ready
Reading: Chapter 10

Thursday: Graphics
Guest speaker. Have questions ready.
Reading: Chapter 11

Week 10 (No class; spring break)

Week 11

Tuesday: Design for newspapers
Guest speaker or in-class exercises

Thursday: Design for magazines, websites
In-class exercises
Quiz
Read Chapter 12

Week 12

Tuesday: Editing corporate communications
In-class exercises
Homework

Thursday: Editing corporate communications
In-class exercises
Turn in homework
Quiz

Week 13

Tuesday: Putting it all together

Thursday: Field trip to the Tulsa World newsroom

Week 14 (April 15 & 17)

Tuesday:

Thursday:

Week 15 (April 22 & 24)

Tuesday: Review for Final Exam

Thursday: Review for Final Exam