

MMC 1009 Introduction to Media and Communications

Spring 2020

Instructor Information	Instructor: Tom Krynski tomk@ufl.edu (Contact via email, not Canvas) TA: Nili Cimand nili.cimand@ufl.edu Office Hours: After class or by appointment		
Class & Lab Meetings	CLASS: Turlington Hall L007 Thursdays: 9:35AM - 10:25AM (Period 3)	Textbook: None. Handouts will be posted on Canvas.	
Course Objectives	<p>MMC 1009 is designed to introduce students to the tools and resources offered by the College of Journalism and Communications, while preparing them for success as a student and in their careers thereafter. Students will receive lessons on the organization of the college, and academic and career preparation. Instructors will coach students to maximize their learning and development by creating environments which provide opportunities for:</p> <ul style="list-style-type: none"> • Engagement (faculty/staff, and peers) • Awareness and respect of diversity • Involvement • Knowledge of resources • Active engagement in one's own learning • Goal setting and career plan development • Healthy lifestyle 		
Evaluative Criteria & Assignments	<p>A major part of this class will be presentations on different subject matters, followed by quizzes at the end of twelve classes. Each quiz will have five questions from the presentation, and will be true/false or multiple-choice questions</p> <hr/> <p>A second component to the class grading will be a resume assignment. Details on this assignment will be discussed in class and posted on Canvas</p> <hr/> <p>A third graded assignment will be for the Spring Career Day. Details will be announced in class and posted on Canvas</p> <hr/> <p>Total Points</p>	<p>60</p> <hr/> <p>20</p> <hr/> <p>20</p> <hr/> <p>100</p>	<p>Grading scale:</p> <p>A 90-100</p> <p>B+ 87-89</p> <p>B 80-86</p> <p>C+ 77-79</p> <p>C 70-76</p> <p>D + 67-69</p> <p>D 60-66</p> <p>E below 60</p>
Deadlines & Make-Up Policies	<p>With the exception of quizzes, and unless otherwise noted, assignments must be submitted via Canvas by the end of day (11:59 p.m.) on due dates.</p> <p>Late work is not accepted. There is no make-up or extra-credit in this class.</p>		
Attendance	<p>There is no such thing as a "freebie" when it comes to absences or being late. If you miss class and subsequently have missed an in-class assignment, you will receive a zero. Please note that most assignments are uploaded online, but some are submitted in class.</p>		
In-Class Assignments	<p>Attendance is required in this class, as lack of presence equates to a lack of participation and contribution. These elements are essential to the objectives of this course. To monitor attendance, random in class assignments will be given to provide points. Leaving early without submitting the in-class assignment will result in a zero for that assignment. Arriving late and missing the in-class assignment will result in a zero. Make-ups for in class assignments will only be given to those with an excused absence and documentation.</p>		

E-learning aka Canvas	https://elearning.ufl.edu Website for your course content. You will utilize it to keep track of assignment due dates, events, and deadlines on the site calendar. It is also where you can post to the class discussion page. Most importantly, it is where you will upload many of your course assignments! Please log in with your UF username and password, and explore, just in case you have any questions.
Mobile Phones	Communication devices such as cellphones must be silenced during class time. Cellphones should not be used during class time unless otherwise permitted by instructor for a class activity.
University Policies	<p>STUDENTS WITH DISABILITIES Students requesting accommodations should first register with the Disability Resource Center (352-392-8565, www.dso.ufl.edu/drc/) by providing appropriate documentation. Once registered, students will receive an accommodation letter which must be presented to the instructor when requesting accommodation. Students with disabilities should follow this procedure as early as possible in the semester.</p> <p>STUDENT EVALUATION OF COURSE AND INSTRUCTOR Students are expected to provide professional and respectful feedback on the quality of instruction in this course by completing course evaluations online via GatorEvals. Guidance on how to give feedback in a professional and respectful manner is available at https://gatorevals.aa.ufl.edu/students/. Students will be notified when the evaluation period opens, and can complete evaluations through the email they receive from GatorEvals, in their Canvas course menu under GatorEvals, or via ufl.bluera.com/ufl/. Summaries of course evaluation results are available to students at gatorevals.aa.ufl.edu/public-results/.</p> <p>UF HONOR CODE You are required to abide by the Student Honor Code. Any violation of the Student Honor Code will result in a referral to the Student Conduct and Conflict Resolution and may result in academic sanctions and further student conduct action. The two greatest threats to the academic integrity of the University of Florida are cheating and plagiarism. Please review the Student Honor Code and Student Conduct Code here.</p> <p>HELP WITH COPING The UF Counseling and Wellness Center is a terrific, free resource for any student who could use help managing stress or coping with life. There are two locations at Radio Road and Peabody Hall open for appointments and emergency walk-ins from 9am - 5pm, Monday through Friday. To make an appointment or receive after-hours assistance, call 352-392-1575.</p>

SPRING 2020 – COURSE OUTLINE*

WEEK	DATE	TOPIC
1	1/9	Introduction to class, review materials, etc.
2	1/16	Resume and Interviewing Skills Workshop CCC: Project Resume
3	1/23	Department Chair Panel
4	1/30	CJC Student Orgs
5	2/6	Knight Division- Katrice Graham
6	2/13	Library Resources – April Hines INC, WUFT, Noticias
7	2/20	Resume Assignment Due
8	2/27	Sports Communication
9	3/5	No classes. Spring Break
10	3/12	Professional Advising and Teaching Hub (PATH) Career Day Assignment Due
11	3/19	STEM Translational Communication Center (STCC)
12	3/26	Student Conduct & Conflict Resolution – DSO
13	4/2	Diversity and Inclusion Workshop - MCDA
14	4/9	Stress Reduction Before Finals – GatorWell
15	4/16	What About Grad School?
		NO FINAL EXAM IN THIS COURSE
*Course outline is subject to change at the discretion of the professor.		