



MMC5636: Introduction to Social Media

Academic Term: Fall 2022

3 Credit Hours

Instructor

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Email is the best way to reach me. I try to respond to students within 24 hours, or 48 hours at the latest. If you would like to speak to me on the phone or on Zoom, email me and we can set up an appointment. In case of an emergency, you can text me at 352-682-4074.

Virtual Office Hours: I am available Monday nights after lecture virtually (Zoom, Skype, or Facetime) or by phone appointment. If that time range does not work for you, please email me to coordinate a time.

Course Description and Prerequisites

Course Description: This course focuses on social media best practices for content, frequency, visuals, and the mechanics behind each practice. Students will learn how social media influences public relations, marketing, customer services, and other aspects of business communications. The course explores the differences between the major social media channels, their evolution, and the current and future status of social media for business.

Course Prerequisites / Co-Requisites – None

Course Expectations

This is a fully online course, and you must log in to Canvas with your Gatorlink username and password to access the materials and assignments. The course is organized into modules with due dates. Unless otherwise specified, each module begins on Monday at 12:00 AM, ET, and ends on Sunday at 11:59 PM, ET.

Time Commitment & Student Workload Expectations

Expect to spend between 10 to 20 hours per week, per course, watching or attending lectures, reading, working on assignments and projects, and engaging in discussions.

Expectations for Writing Assignments: Writing Style

To meet the academic rigor and standards of a graduate program, all students are required to use the Publication Manual of the American Psychological Association (APA) 7th Edition style in their courses when appropriate for the assignment. The APA 7th Edition Manual has a plethora of guidelines that includes scholarly writing, publishing principles, elements, and format for your papers, writing style, and grammar, bias-free language guidelines, mechanics of style, in-text citing references, etc. For additional information on notable changes, see changes between APA 6th Edition and APA 7th Edition.

Class Demeanor

Expectations while in class (live lecture) are that you will have your camera on and participate. If you are unable to turn your camera on for any reason, please send a note prior to class.

Attendance Policy

Requirements for class attendance and make-up exams, assignments, and other work in this course are consistent with university policies. [Click here to read the university attendance policies](#) for information on absences, religious holidays, illness, and the twelve-day rule. Excused absences must be consistent with university policies in the [Graduate Catalog](#) and require appropriate documentation.

Late Assignment Policy

Late assignments will not be accepted unless it is a [University excused absence](#) as stated in the attendance policies. **No late work will be accepted for final projects or work due in the final week of class due to the university grading deadlines.** If potential issues arise concerning submitting final work, students should contact their instructors before the assignment deadline.

1. Late Assignment Grade Reductions
 - a. 0-24 Hours Late: 10% reduction in grade.
 - b. Over 24 Hours (24 hours and 1 minute) to 7 Calendar Days Late: 20% reduction in grade.
 - c. After the 7th Calendar Day: Work will not be accepted.
2. Late Discussions will not be accepted.

Student Guidelines for Course Challenges

A student with questions regarding course content such as assignments, assessments, instructional materials, lectures, meetings, course objectives, course module objectives, or other areas of the course, please adhere to the following guidelines: first, *approach the faculty member who is teaching the course* to ask for clarifications regarding the course assignments, assessments, materials, lectures, meetings, etc. Use the instructor's contact information to request an appointment where you can address any concerns and/or questions. If after meeting with *the faculty member teaching the course* you are still not clear on the course assignments, assessments, materials, lectures, meetings, etc., then the next step would be to contact online advising (onlineadvising@jou.ufl.edu) for additional guidance.

Accessibility/Students with Disabilities Information

Students with disabilities who experience learning barriers and would like to request academic accommodations should connect with the [Disability Resource Center](#). <https://disability.ufl.edu/students/get-started/> It is important for students to share their accommodation letters with their instructors and discuss their access needs, as early as possible in the semester.

Course Evaluation

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 professionally and respectfully 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 <https://ufl.bluera.com/ufl/>. Summaries of course evaluation results are available to students at <https://gatorevals.aa.ufl.edu/public-results/>.

Course-Level Objectives

Upon successful completion of this course, students will be able to:

1. Compile the history of social media. (CO: 1)
2. Create social media platforms. (CO: 2)

3. Create targeted content. (CO: 3)
4. Develop communication strategies around content. (CO: 4)
5. Identify social trends' impact and implementation. (CO: 5)
6. Analyze technological changes impacting social media. (CO: 6)

(CO = Course-Level Objective)

Textbooks and Materials

Required Course Textbook(s)

Cline, E. (2012). *Ready Player One: A Novel* (1st ed.). Random House Publishing Group.

- ISBN-10: 0307887448
- ISBN-13: 978-0307887443

Articles will be placed in Canvas.

Recommended Textbook(s)

This textbook is recommended in all CJC Online classes to support student expectations for writing style.

American Psychological Association. (2020). *Publication manual of the American Psychological Association: The official guide to APA style* (7th ed.).

- ISBN-13: 978-1433832161
- ISBN-10: 143383216X

University and Course Grading Policies

University Honor Code

UF students are bound by The Honor Pledge which states, "We, the members of the University of Florida community, pledge to hold ourselves and our peers to the highest standards of honor and integrity by abiding by the Honor Code. On all work submitted for credit by students at the University of Florida, the following pledge is either required or implied: "On my honor, I have neither given nor received unauthorized aid in doing this assignment." The Conduct Code specifies the number of behaviors that violate this code and the possible sanctions. Click here to read the Conduct Code. If you have any questions or concerns, please consult with the instructor in this class.

Plagiarism

Plagiarism is unacceptable; especially, in academic communities. All academic work must be an original work of your own thought, research, or self-expression. Plagiarism includes, but is not limited to, prohibited collaboration, consultation, submission of academic work that has been purchased or obtained (see the [UF Policy: Student Conduct Violation](#)). In addition, self-plagiarism is also unacceptable. Self-plagiarism is defined as recycling or reusing one's own specific words from previously submitted assignments or published texts. Remember that plagiarism is not acceptable in any of your work including all discussion board posts, journal entries, wikis, and other written and oral presentation assignments. It's important to always cite your sources in your assignments.

Grading Criterion

Your grade will be calculated based on the following:

Lecture Participation/Lecture Discussion Papers (Total 15%)

There will be both live and recorded lectures during the semester. Live lectures will take place on Mondays or Tuesdays at 6:30 PM ET. Live lectures provide students an opportunity to ask questions of the instructor and interact with peers. You are required to be an active participant during live lectures to help create an interactive experience.

If you attended the live lecture and were an active participant, you do not need to do a write-up and will automatically receive a grade for attending. If you are unable to participate in live lecture, links will be provided to catch up and watch recordings. If you are unable to attend a live lecture, you are required to write a 400-word paper explaining what you learned from watching the lecture and quickly explain how you can apply what you learned in your professional life and your assignments during the week. Lecture discussion papers are due Friday by 11:59 PM ET via email (kblitch@ufl.edu).

You are also required to watch the recorded lectures during weeks when the lecture isn't live. If there is only a recorded lecture, you do not have to submit a lecture discussion paper. You will automatically receive a grade for this week.

Live Lecture Engagements (Total 10%)

During live lectures, students will receive a prompt based on the weekly subject matter, break into small groups, and prepare a short presentation. These engagements are required to help better understand the course material and to help build a sense of team with classmates. If you attend live lecture and participate in the live lecture engagement, you will automatically receive a grade for attending.

If you are unable to attend live lecture, links will be provided to catch up and watch recordings. In your lecture discussion paper, you must also include a section where you share your feedback/thoughts/discussion from the lecture engagement. Failure to include the lecture engagement in your lecture discussion paper will result in no points for the live lecture engagement for this week. The live lecture engagement is due by Friday at 11:59 PM ET via email (kblitch@ufl.edu).

Thought Papers (Total 20%)

During outlined weeks of the semester, you will be assigned a thought paper that ties directly with the content taught in class that week. The topic/prompt will require you to write a 500 – 600 word response on Medium (if you do not have a Medium account you will need to create one for this course). You will submit the link from Medium on the Thought Paper Discussion board (listed as Discussions) in Canvas.

The responses to these questions will require thought, and the expectation is to apply the readings and your learnings from lecture. Thought papers are due on Sundays at 11:59 PM. To view the grading criteria rubric for thought papers, click the Settings icon (the 3 dots on the top-right corner) and select the Show Rubric button.

Assignments (Total 20%)

Five assignments will be due in this class which will vary in style, but each will challenge and require you to utilize outside resources to complete. Examples of assignments include: creation of target personas for a specified brand, creation of social profiles for a fictional character. For one assignment, students will need to post from their social media account(s) weekly to analyze content part way through the semester. For another, students will be working with a small business to create a social media content calendar. Lastly, students take an online course to receive a HubSpot certification. Each of these assignments will help to enhance and develop your social media skills. Assignments are due on Sundays at 11:59 PM ET.

Midterm Project (Total 15%)

For the midterm project, you will choose a company/brand to write one 5 – 7-page paper that details, discusses, and analyzes the social media marketing efforts for an event of your chosen company/brand. Examples of marketing events include: [Refinery29: 29Rooms](#), [Red Bull: Stratos](#), [Jetblue: The Ultimate Icebreaker](#). You will use the knowledge gained in the first six weeks of the course to provide research, analysis, and suggestions on ways to improve the social media

efforts for the event. Students will provide their chosen company/brand by week 3 via email (kblitch@ufl.edu). Companies are first come, first served.

Final Project (Total 20%)

For the final project, you will create one 7 – 10 page social media marketing plan/strategy for the release of a movie (list will be provided). Your final project will detail the plan/strategy through the three phases of the movie release (event): pre-event, during the event, and post event. You will use what you have learned throughout the course and apply your knowledge to develop your social media marketing plan/strategy. As part of your final project, you will submit an executive summary of the marketing plan, including visuals, to be posted on Medium.

Weekly Textbook (*Ready Player One*) Quizzes (Bonus Points)

You will be asked to read selected pages from your textbook weekly; page requirements will be outlined in Canvas. A competency quiz will be available to coincide with your reading each week. Quizzes are not required but offer the opportunity to add points to your weekly thought papers/assignments. You will receive one bonus point for each correct answer. Quizzes can only be completed once and will close on Sunday at 11:59 PM ET of each week.

We will discuss the book, *Ready Player One*, during our lecture engagement throughout the semester.

Assignments/Assessments	Weight (%)
Course Orientation: These assignments are required; however, they do not count towards the final grade. <ul style="list-style-type: none"> • Student Introduction • Course Evaluation 	0%
15 Lectures (Participation) <ul style="list-style-type: none"> • Worth up to 100 points each. 	15%
6 Lecture Engagements <ul style="list-style-type: none"> • Worth up to 100 points each. 	10%
6 Thought Papers <ul style="list-style-type: none"> • Worth up to 100 points each. 	20%
5 Assignments <ul style="list-style-type: none"> • Worth up to 100 points. 	20%
13 Weekly Textbook Quizzes (Bonus Points) <ul style="list-style-type: none"> • Worth up to 100 points. 	0%
1 Midsemester Project <ul style="list-style-type: none"> • Worth up to 100 points. 	15%
1 Final Project <ul style="list-style-type: none"> • Worth up to 100 points. 	20%
TOTAL	100%

Grade	Percentage
A	92.5-100%
A-	89.5-92.4%
B+	86.5-89.4%
B	82.5-86.4%
B-	79.5-82.4%
C+	76.5-79.4%
C	72.5-76.4%
C-	69.5-72.4%

D+	66.5-69.4%
D	62.5-66.4%
D-	59.5-62.4%
E	0 – 59.4%

The only passing grades for graduate students are A, A-, B+, B, B-, C+, and C. Letter grades of C-, D+, D, D- or E are not considered passing at the graduate level, although the grade points associated with these letter grades are included in grade point average calculations. See the [Graduate Catalog](#) and [UF graduate school grading policy](#) for more information.

Student Privacy

There are federal laws protecting your privacy with regards to grades earned in courses and on individual assignments. For more information, please see the [Notification to Students of FERPA Rights](#).

Technology Requirements

Software Use

All faculty, staff, and students at the university are required and expected to obey the laws and legal agreements governing software use. Failure to do so can lead to monetary damages and/or criminal penalties for the individual violator. Because such violations are also against university policies and rules, disciplinary action will be taken as appropriate. We, the members of the University of Florida community, pledge to uphold ourselves and our peers to the highest standards of honesty and integrity.

Software

- [Microsoft Office 365](#).
- [UF Apps](#) – access UF software applications from any device from any location, at any time.
- [Adobe Reader](#)
- [Zoom](#)

Technical Support

If you have technical difficulties with your course, please contact the [UF Computing Help Desk](#) either by filling out an [online request form](#) or calling 352-392-4357 (HELP).

If your technical difficulties cause you to miss a due date, you must report the problem to the Help Desk and then email your instructor. Include the ticket number that you are given from the Help Desk in an email to the instructor to explain the late assignment/quiz/test.

IT Support

For all Technical assistance questions please contact the UF Computing Help Desk.
 Phone: 352-392-HELP (4357)
 Email: helpdesk@ufl.edu

Communication Policies

Student Expectations

You are expected to come to class prepared – you will read prior to class and come ready to ask questions. Cameras will be on during live lecture (if you need to have your camera off, please send me a note ahead of time). When guest speakers are in attendance, you will have questions ready to ask.

Announcements

You are responsible for reading all announcements posted in the course each time you log in.

Email

You are responsible for reading all your course emails and responding promptly (within 24 hours).

Video Conferencing

You are responsible for attending course video conferencing meetings. If you cannot attend the video conferencing meeting, please advise the instructor and/or your team at least 24 hours in advance (exceptions can be made for legitimate emergencies). You are expected to demonstrate netiquette and etiquette communication expectations during these meetings.

Instructor Communications

Email Policy

Except for weekends, holidays, and University breaks, the instructor will typically respond to emails within 48 hours. For course-related questions please post in the Canvas FAQ discussion board. If you have questions of a personal nature, please email me directly.

Assignment Feedback Policy

I will provide feedback/grades on submitted assignments in within two weeks of the due date. Some assignments may require a longer review period, which I will communicate to you, if necessary.

Course Policies

Video Recording

Students are allowed to record video or audio of class lectures. However, the purposes for which these recordings may be used are strictly controlled. The only allowable purposes are (1) for personal educational use, (2) in connection with a complaint to the university, or (3) as evidence in, or preparation for, a criminal or civil proceeding. All other purposes are prohibited. Specifically, students may not publish recorded lectures without the written consent of the instructor.

A “class lecture” is an educational presentation intended to inform or teach enrolled students about a particular subject, including any instructor-led discussions that form part of the presentation, and delivered by any instructor hired or appointed by the University, or by a guest instructor, as part of a University of Florida course. A class lecture does not include lab sessions, student presentations, clinical presentations such as patient history, academic exercises involving solely student participation, assessments (quizzes, tests, exams), field trips, private conversations between students in the class or between a student and the faculty or lecturer during a class session.

Publication without permission of the instructor is prohibited. To “publish” means to share, transmit, circulate, distribute, or provide access to a recording, regardless of format or medium, to another person (or persons), including but not limited to another student within the same class section. Additionally, a recording, or transcript of a recording, is considered published if it is posted on or uploaded to, in whole or in part, any media platform, including but not limited to social media, book, magazine, newspaper, leaflet, or third-party note/tutoring services. A student who publishes a recording without written consent may be subject to a civil cause of action instituted by a person injured by the publication and/or discipline under [UF Regulation 4.040 Student Honor Code and Student Conduct Code](#).

Privacy

If your course includes live synchronous meetings, the class sessions will all be audio-visually recorded for students in

the class to refer back and for enrolled students who are unable to attend live. Students who participate with their camera engaged or utilize a profile image are agreeing to have their video or image recorded. If you are unwilling to consent to have your profile or video image recorded, be sure to keep your camera off and do not use a profile image. Likewise, students who un-mute during class and participate orally are agreeing to have their voices recorded. If you are not willing to consent to have your voice recorded during class, you will need to keep your mute button activated and communicate exclusively using the "chat" feature, which allows students to type questions and comments live. Please see UF's Information Technology [policies](#) for additional information.

Challenging Topics

In this course, we may cover subjects that may be sensitive and/or challenging. As in all our courses, we do this not to indoctrinate but to instruct, to prepare you to be the most effective and successful media professional or scholar that you can be. We encourage you to understand all concepts presented in class, but we know that what you personally believe is your choice. If you would like to discuss anything in regards to this, please feel free to contact me directly.

Commitment to Diversity

The College of Journalism and Communications embraces diversity as a shared responsibility among faculty, staff and students and strives for tangible expressions of this responsibility. We are committed to fostering a safe, welcoming and inclusive environment for individuals of all races, genders, nationalities, religions, sexual orientations, identities and abilities to express their culture and perspectives through the art and science of journalism and communication.

Academic and Student Resources

Academic Resources

- E-learning Technical Support: Contact the UF Computing Help Desk at 352-392-4357 (HELP) or via e-mail at helpdesk@ufl.edu.
- [Career Connection Center](#): Career assistance and counseling. Reitz Union, Phone: 352-392-1601.
- [Library Support](#): Various ways to receive assistance concerning using the libraries or finding resources. [UF Library Services for Distance Students](#)
[Ask a Librarian](#) – chat with librarians online.
CJC Librarian - April Hines, Phone: 352-273-2728, Email: apriline@uflib.ufl.edu.
- [Writing Studio](#): Provides one-on-one consultations and workshops tailored to specific classes (graduate and undergraduate). 302 Tigert Hall, Phone: 352-846-1138.

Health and Wellness

- *U Matter, We Care*: If you or someone you know is in distress, please contact umatter@ufl.edu, call 352-294-2273, or visit the website to refer or report a concern, and a team member will reach out to the student in distress.
- *Counseling and Wellness Center*: Visit the [Counseling and Wellness Center](#) website or call 352-392-1575 for information on crisis services as well as non-crisis services.
- Student Health Care Center: Call 352-392-1161 for 24/7 information to help you find the care you need or visit the [Student Health Care Center website](#).

- University Police Department: Visit the [UF Police Department](#) website or call 352-392-1111 (or 9-1-1 for emergencies).
- GatorWell Health Promotion Services: For prevention services focused on optimal wellbeing, including wellness Coaching for Academic Success, visit the [GatorWell website](#) or call 352-273-4450.

Course Schedule	
Week Number	Topic and Assignments
1	History of Social Media, Thought Paper 1
2	Social Networks, Assignment 1
3	Integrated & Inbound Marketing, Assignment 2
4	Niche Platforms, Thought Paper 2
5	Social Profiles, Voice, & Brand, Assignment 3
6	Best Practices, Thought Paper 3
7	SEO & SEM
8	Target Marketing
9	ROI, KPI, & Social Listening, Thought Paper 4
10	Social Analytics & Monitoring, Assignment 4
11	Social Privacy & Anonymity, Thought Paper 5
12	Social Strategy, Content Calendars, & Tools, Assignment 5
13	Influencers & Marketing, Thought Paper 6
14	Thanksgiving Break
15	Crisis Situations & Ethics
16	Future of Social Media & The Kitchen Sink

The instructor reserves the right to adjust this syllabus, as necessary.