Guidelines for students enrolled in Journalism 199

NOTE: Students wishing to sign up for 199 should 1) read this; 2) find the instructor you wish to take the 199 with; 3) write/type a description of the proposed project on the Special Problem Contract; 4) meet with instructor to decide on units for credit; 5) have instructor sign Special Problems Petition; 6) turn in the petition along with the project description to the Communication Studies Department office. Allow up to one week for processing this form because it requires evaluation and approval by the Department Chair; 7) come back and pick up the approved petition before the final day to add classes; (if petition and contract are not signed by the Chair by the end of the third week, the student will be automatically disenrolled).

1) To earn three units of credit for JOUR 199, a student should expect to put in 135 hours of work during a semester, including time spent writing the final report and meeting with the instructor; for two units of credit, 90 hours; for one unit of credit, 45 hours (These are the general requirements for all 3/2/1 unit courses.)

2) The successful completion of JOUR 30 and the completion of 9 additional units of upper division Communication Studies coursework will be required as pre-requisites for JOUR 199. Only the department chair can make exceptions to these pre-requisites. Request for exemption, including reasons, must be stated on the attached Special Problems Contract.

3) Each student enrolled in JOUR 199 will be expected to do scholarly and original research. Such research may take any of the following forms:

   a) Original research with primary documents.

   b) Extensive secondary research or directed readings involving extensive review of the literature in a specific subject area.

   c) A mail or interview survey, large enough to produce significant results, plus an interpretation of the results. The subject matter should focus on a current problem relevant to Journalism or Communication Studies.

   d) An original piece of research that will result in a research report or a publishable article.

   e) An original piece of creative work (video tape, film, etc.) with script.

   f) Writing a convention paper or journal article using previous research/scholarly activity as the basis for writing.

   g. Researching or writing any document (paper, article, booklet, media kit, etc.) related to Journalism with approval of course instructor.

4. A final report based on the contract and filed in the department 199 file will be completed by the instructor and the student by mid-week of finals week. A standardized report form is furnished for this purpose. The instructor also has the option of requiring a paper or any additional report.

5. JOUR199 will be graded according to the same standards as any other upper division course, and unsatisfactory work will result in an unsatisfactory grade.

COMMUNICATION STUDIES DEPARTMENT
CALIFORNIA STATE UNIVERSITY, SACRAMENTO

SPECIAL PROBLEMS PETITION

JOUR 199

NAME _____ SEMESTER _____ YEAR _____

E-MAIL _____ NUMBER OF UNITS: 1 2 3 (circle)

_____ TYPE OF GRADING: Letter grade CR/NCR

PHONE NUMBER _____ PREREQUISITES: JOUR 30 plus 9 upper division JOUR units

STUDENT ID # _____ PREREQUISITES TAKEN AND GRADES:

1. _____ 2. _____

CLASS LEVEL: FR SOPH JR SR (circle one)

3. _____ 4. _____

TITLE OF PROPOSED PROJECT

_____

_____
Sponsor's Name (Please Print)

_____ _____
Sponsor's Signature Date

_____ _____
Department Chair's Signature Date

INSTRUCTIONS TO STUDENT

Please fill out Special Problems Petition and attached contract. The signed forms must be submitted by the end of the 3rd week of the semester, and should be submitted for the Department Chair's signature by the beginning of the 3rd week.

Office use only:

199 section # ____ Call # _____ Date added _____

Revised 7/28/2011

COMMUNICATION STUDIES DEPARTMENT
CALIFORNIA STATE UNIVERSITY, SACRAMENTO

SPECIAL PROBLEMS CONTRACT

Instructions to Student: Please answer the following questions as precisely as possible. Then append this contract to the required Special Problems Petition, sign and submit for additional signatures. At the end of the course of study, submit a copy of this contract, along with a one-page statement indicating how the work described below was accomplished. Be sure to read attached department guidelines for 199 work before answering the questions below. If additional space is required, use back of page.

1. Please state prerequisites/background indicating adequate preparation for independent study (Normal prerequisites include ComS 100A plus 9 upper division units in the department. Please indicate justification for exemption from any of these requirements.)

2. Please describe the work to be done, including type of study, research methods to be employed, works to be read or consulted, goals and purposes of the course, and how hours of study are to be apportioned. (Please see "guidelines" attached for suggested types of research and normal course requirements.)

3. Please indicate the nature and number of hours of student-teacher contact.

4. Please indicate what sort of final paper or project will be required.

Student Signature _____ Date _____