



School of English, Journalism
& European Languages

UNIT OUTLINE

HEJ213/313
Radio Journalism

Semester 1, 2006

www.utas.edu.au/units/HEJ213

Convenor:	Ms Sarah Gillman Room: SOCSOCI 536 Phone: 6226 1930 Email: Sarah.Gillman@utas.edu.au
Consultation hours:	Monday 12pm -2pm
Unit description:	Students will build upon news skills and journalistic techniques learned in earlier units, while developing a distinctly different way of writing and presenting news and current affairs. Students will learn skills in recording voice and other sound and editing these into professional radio news and current affairs packages, as well as producing a broadcast-quality radio documentary. There are tutorial exercises in news writing, sound gathering, interviewing, voice production and audio editing. Regular contributions to a local youth community station are required in this unit. Students learn about the genre of radio and produce a scholarly essay.
Unit aims and objectives:	The aims of this unit are to: <ul style="list-style-type: none">▪ Teach students how to write in the distinct radio form and show how it differs from writing in other media;▪ Provide an opportunity both to study the theory of news, current affairs and documentaries on radio, and to produce these packages for a real radio station;▪ Provide some training in the technical aspects of radio journalism practice;▪ Help students develop skills in voice, audio editing and research.

<p>Learning outcomes:</p>	<p>Students undertaking this unit will:</p> <ul style="list-style-type: none"> ▪ Enhance oral communication skills through conducting and recording interviews for radio news and current affairs; ▪ Enhance written communication skills through preparing professional radio news/current affairs/documentary scripts suitable for broadcast on Edge Radio 99.3FM; ▪ Have acquired sufficient knowledge to develop voice techniques in preparation for professional radio journalism; ▪ Develop fundamental skills in sound gathering and digital audio editing; ▪ Enhance both problem solving and social responsibility skills through the teamwork and professionalism required for content provision for a real radio station and ▪ Gain knowledge of the context of radio in the mass media.
<p>Required texts:</p>	<p>Gail Phillips and Mia Lindgren <i>The Australian Broadcast Journalism Manual</i> 2nd Ed. Melbourne: Oxford University Press, 2006</p> <p>Also, please see reference list at end of this outline.</p>
<p>When taught:</p>	<p>Semester 1, 2006</p> <p>Lectures: 10:00 – 10:50am Monday HUM 548 Tutorials: 1 x 2-hrs weekly</p> <p>News and Production Work: Please note that technical production and editing skills will be taught in tutorials so it is important that you attend. You will also need to schedule production time outside of these hours to contribute to Edge radio and to complete your assessment items.</p>
<p>Assessment:</p>	<p>Radio news script due Week 4 (Mon. March 20 5pm.) 10 per cent</p> <p>Essay – 1,500 words due Week 9 (Mon. May 1 5pm.) 20 per cent</p> <p>Contribution to Edge Radio 99.3FM news/current affairs and associated workbook due Week 12 (Mon. May 22 5pm.) 30 per cent</p> <p>Major project - documentary due end of swotvac, Fri. June 9 5pm.) 40 per cent</p>

Special notes:**Edge Radio**

In February 2003, Edge Radio began broadcasting permanently as a community radio licence holder on 99.3FM. The station, which is a broadly-based community endeavour that has a target audience of people aged 15 to 30, has its studios in the Arts Building. *However, it is not a university radio station.* In November 2003, Edge was named national Radio Station of the Year, and received several other awards including Excellence in Spoken Word Broadcasting for its show Journalists on the Edge (JOTE). Students in this course will be active participants in provision of news and related services to JOTE. Therefore it is essential that all students undertaking this unit have a commitment to quality on-air reporting and production work that may go beyond the normal requirements for a scholarly unit. It is not possible to undertake this unit if students are not able to attend the weekly tutorial, the one-hour lecture AND contribute to Edge Radio. Part of your unit assessment will be based upon such participation. This unit is best suited to energetic and serious journalism students who want real-life experience and the excitement of genuine deadlines for a real program. It may not be suited to students who work full time.

Pro Tools and Technical Equipment

During the semester students will be given the opportunity to learn and practice technical production, including Pro Tools Audio Editing and field recording. Basic instruction will be provided in tutorial sessions. However additional use and practice will be required outside these classes. It is up to you to organise your time to learn these skills. This work will enable students to edit their own news and current affairs stories, and to prepare their major assignments. Field recording equipment is available on loan from the School office. Lab availability times will also be provided to you.

LECTURE / SEMINAR SCHEDULE

Week	Lecture	Tutorial	Readings	Assignment
27/2 Wk 1	Introduction; Skills; Radio in Australia; Edge Radio	No Tute <i>Please Note Tutorial Lists will be available outside my office SOCSCI 536</i>	Textbook pp.3-13 Cunningham pp.133-151 Ahearn pp.1-14.	
6/3 Wk 2	Writing for Radio	Orientation; Writing.	Textbook pp.41-48 pp.234-243	
13/2 Wk 3	NO LECTURE Public Holiday	Sound workshop.	Textbook pp.157-199	
20/3 Wk 4	Radio Equipment	Recording Exercises; writing practice.	Textbook pp.65-83	<i>News Script Due Mon 20/3 5pm.</i>
27/3 Wk 5	Using Sound	Pro Tools and editing.	Textbook pp.289-332 Ahearn pp.139-145	
3/04 Wk 6	Using Voices	Vocal and Reading Practice. Pro Tools practice.	Textbook pp.31-37. Ahearn pp.78.	
10/4 Wk 7	Interviewing and the Ethics of Editing	Different approaches; different demands – interview practice.	Textbook pp.51-62. Bell pp.1-27.	
	EASTER BREAK	13-19/4		
24/4 Wk 8	Documentary Making Part 1	Documentary Workshop.	Textbook pp.87-105	
1/5 Wk 9	Documentary Making Part 2	Documentary Workshop.	Ahearn pp.189-197.	<i>Essay Due Mon 1/5 5pm.</i>
8/5 Wk 10	Radio Formats and Audiences	Programming Exercises; Documentary Workshops. <i>(Please submit your final Doco plan.)</i>	Textbook pp.109-116 Ahearn pp.220-241.	
15/5 Wk 11	Live Radio	Revisiting Broadcast Law; Documentary Workshop.	Textbook pp. 117-153 Ahearn pp. 176 – 188.	
22/5 Wk12	Radio in the Future	Documentary Workshop.	Textbook pp.21-27 MIA Vol. 91 May 1999.	<i>News and CAff pieces and WB Due Mon 22/5 5pm.</i>
29/5 Wk 13	NO LECTURE	Workshop		
5/6 Wk 14	SWOTVAC			<i>Doco Due Fri 9/6 5pm.</i>

ASSIGNMENTS

Assignment 1: Radio news script

For this assignment you need to prepare a real news story and submit a written script that follows the format presented to you in the lecture (an example of a radio script is provided overleaf). You *must* also submit a recording of your voiceover (VO). You do not need to submit a recorded interview or a grab.

You are only required to do basic recording for this assignment, and do not need to produce the work in the studio. Therefore, it is not necessary to use the digital minidisk recorders. An ordinary cassette recorder is all that is required for your VO recording.

DO NOT RECORD THE INTRO OR OUTRO, AS THESE ARE TO BE READ BY THE PRESENTER. If you record your intro/outro, you will lose marks.

Your stories should be well-crafted radio news stories, strictly within the range of 30 to 50 seconds. The scripts must be timed, as shown in lectures and tutorials and on the sample script. Please refer to your notes from Lecture 2 Writing for Radio to ensure that you take account of factors such as signposting. Your VO must be written out in full.

You are free to decide for yourselves the subject matter of your story, keeping in mind the following: you should write it as though it is going to be used on a youth-orientated radio station; it must be of interest to the broad community of Hobart youth; it must derive from a genuine news source; and it must be carefully checked for factual accuracy. There are any number of possible sources - I would rather you did not cover university matters. Use your initiative.

An informed consent form is available on the Vista homepage and you must download this and have it signed by whomever you interview for this story, to ensure that they understand what they have agreed to. You must tell them that this story is NOT going to be broadcast, but is being used as an assignment only.

Marking criteria

- genuine news value;
- demonstration of radio news writing skills including effective intro with signposting and brief and clear language;
- correct grammar, spelling and punctuation;
- adherence to the radio scripting style guide; and
- written presentation, including timing and slug.

The story is due for submission by 5pm on Monday March 20 (Week 4). It must be submitted, in hard copy (no electronic submission), with an attached pink cover sheet. **This assignment is worth 10 per cent of your unit mark.**

Typical radio script Intro, VO and outro

Please note that the information in square brackets is not to be written into your actual scripts. This information is provided here to guide your understanding of the elements of written scripts.

[slug] whale beaching
bloggs
20/04/06

[Reader intro] Animal rescue volunteers are attempting to save a pod of thirteen whales stranded on an east coast beach.

The stranding was discovered by a fisherman, Ewan Barratt, about twenty-five kilometres south of Swansea.

About 30 volunteers organised by Parks and Wildlife in Hobart are on the scene.

["throw"] Joanna Bloggs reports.

VO: No-one knows why the pod of Southern Right whales stranded themselves at the remote beach. Within two hours of the animals being found, volunteers from around the region were converging on the coast. They were rugged up against the extreme cold and preparing to push the animals back out to sea. Dinah Anderssen from Parks and Wildlife says the coming high tide may assist efforts. She says the high tide is expected at about four-twenty am.

Tape: 25 secs

["outro"] That was Joanna Bloggs reporting from the whale stranding near Swansea.
44 secs

Assignment 2: Essay

Please write 1,500 words on ONE of the following topics:

1. Why did Marshall McLuhan describe radio as a “hot” medium? Does recent mass communication theory support his thesis?
2. Why does radio have a disproportionately large impact in developing countries? Include a relevant country as a case study.
3. Why and how is Australia’s “public broadcaster”, the ABC, intrinsically different to commercial radio networks?
4. Examine the rise and importance of community radio in Australia. What was the philosophy behind the development of community radio, and has it changed in any ways since its inception?

Your essays should be based on a variety of sources, including relevant and credible material from the Internet, and should be correctly referenced throughout (see further information below in guidelines). This is intended to be a scholarly piece of work, therefore value judgements and “gut feelings” will not suffice. Back up your assertions with evidence. Initiative is important and you should consider consulting sources outside the usual mass communication and media sections of the library, perhaps using books and journals on politics, sociology or demography. Broad-ranging research will be rewarded. All essays should have a cover page that quotes the question you are answering in full and a bibliography listing all sources consulted and cited.

Please place your essays in the Journalism essay slot at the School office, before 5pm on Monday May 1 OR submit via the Vista WebCT Assignment Dropbox. This assignment is worth 20 per cent of your unit mark. Assignments submitted more than three weeks late without a medical certificate will not be marked.

Essay guidelines and marking criteria

Essay writing is an important discipline in university learning. It helps students to gain experience in research, logical thinking and disciplined writing. It is helpful for all potential communicators to become versatile in various kinds of writing. This is one kind of writing that is especially useful because it encourages you to analyse a variety of material, a skill that will be beneficial in your careers. You will be required to hone your skills in this area as part of your radio unit. You should follow these guidelines when preparing this work. Your essays will be marked according your ability to demonstrate your abilities in these areas:

- Consult a wide variety of sources: books, journal articles, media reports, credible internet sources, etc. You must not rely upon a couple of sources as this narrows your view and makes your work less likely to be sufficiently persuasive or complete. It is unlikely that an essay that relies upon one or two sources will be persuasive and complete enough to pass.
- Take special care with your introductions and conclusions. The intro must outline the argument you are about to make in general terms. Do not use quotes from sources in your intro – introduce your argument in your own words. Your conclusion must sum up the evidence effectively and convincingly, drawing together all the themes and information you have surveyed. I would prefer that you did not use first person.
- You must proofread your work very carefully. Errors of spelling, grammar and punctuation will be penalised. Never hand in a first draft - get used to rigorous self-editing. Also get used to using consistent style throughout a piece of work. Alongside the radio style guide supplied for this subject, there is also a written word style guide on the Vista homepage. You must use this when preparing your essay.

- All assertions must be attributed. This means that you don't just cite a source when you use a direct quote; you cite all statements of fact or opinion that you have obtained from someone else. You have to be sure that you avoid any appearance of plagiarism. You must use the MLA referencing system to show where your information came from, in a form that I can check by going back to the source. If I find that part or all of your work is unattributed and written by someone else, the assignment will fail. Please refer to the University's plagiarism policy on the back page of this unit outline.
- The language that you use should be scholarly and measured. Do not rely upon emotive arguments based on gut feelings or personal opinions. Back your arguments with solid and verifiable evidence at all times. By all means canvass contentious issues that have different possible interpretations, but always do so dispassionately. Essays are not opportunities to appeal to emotion. The best essays are always disciplined and carefully controlled analyses of wide-ranging information.
- You must address the set question, not go off on tangents. Always focus clearly on what the question is about and direct your efforts to answering it as fully as possible.
- You should take some care with the presentation of the essay. Always state in full the question you are answering - type it onto your cover page and also at the top of your first page of text. Double-space your work and make sure that the type size is not too small (usually 12 point is best). Allow plenty of margin space.

News and Current Affairs Assessment

Your assessable contribution to Edge Radio will be based on the following elements :

- Writing and packaging one news story AND one current affairs interview (note that you are free to do as many news and current affairs stories as you like, but select just one of each kind for presentation at the end of semester);
- Attendance at tutorials which will give you the opportunity to produce your work in a newsroom atmosphere (attendance records will be kept);
- Submission of a detailed workbook containing information such as contact details, times and dates of calls and interviews and related material;
- Quality of stories provided in terms of subject matter, grab selection, radio style and structure and presentation. Note that you must adhere to the radio style guide which will be provided.

Your broadcastable radio news and current affairs stories must be based on interviews with genuine sources on real news events of interest to a youth audience. They are not confined to University issues but any items of interest to the station's listeners. Note that these requirements are the minimum. If students are able to contribute more, they are welcomed and encouraged to do so.

It is your responsibility to ensure that you also keep a workbook which provides information regarding your work and which can be used for on-going reference.

It is also your responsibility to retain written scripts for each story, and recordings of your edited VO/actuality. Please do not hand in raw sound at the end of semester – you must provide the actual broadcast packages in their entirety (script and recordings). Audio must be submitted on CD. **You must label both your cover and CD.**

Please note that you must follow the established protocols for saving your work in the Lab, but it is your responsibility to make copies of your own work, by downloading items during the semester and copying to CD or saving to your own hard drive.

You should hand in your Audio CD, scripts and workbook by 5pm on Monday May 22 (Week 12). You are welcome to hand it in earlier if you wish.

The marking will be carried out as follows: 10 per cent for your news story, 10 per cent for your current affairs story, 5 percent for your workbook and 5 percent for attendance and participation. **This part of your unit mark is therefore worth 30 per cent.**

Major assignment: radio documentary

For this assignment, please prepare and submit a script and recording (on CD or minidisc) of a 10-minute radio documentary. Your documentary should be either a "colour" piece or a news-based piece, revolving around a central theme, with interviews, VO, natural sound, etc and possibly some music, within the copyright limits allowed.

You should not just rely upon one interview for this item - you will need a minimum of two to ensure a diversity of voices and points of view. Docos require lots of elements to sustain listener interest, so try for a variety of voices and sounds. Keep in mind that these packages are intended for broadcast on Edge Radio, and therefore should be checked for factual accuracy and not contravene any laws or ethics relating to journalism practice. You *must* get your talent to sign informed consent forms before you interview them. These forms may be downloaded from the Vista homepage.

You must provide both a complete script and the final packaged recording. I do not need to receive any raw recorded material - only submit the complete edited package. It should be timed accurately and deviate no more than 30 seconds on either side of the time limit.

Time will be made available during tutorials in Term 2 and outside these hours to allow you to work on your documentary. Please ensure you bring your own portable hard-drive to retain a copy of your work. Try to review as much of your material before you come into the lab. Identifying the correct tracks, music, and producing an overall documentary production plan and script (with exact times) can save you many, many hours in the lab, and will help others to have access to work-stations. Keep lists of tracks so that time is not wasted getting to the right one. You will be given a tip-sheet in tutorials to help you ensure your production time is effective. For example, it may save time for you to pre-record your VOs on mini-disc before your production session. This means that you must do most of the preparation before you do the final production work. If you don't do this, you may run out of time in the studio and the quality of the final product may suffer.

DO NOT HAND IN THIS ASSIGNMENT WITHOUT WRITTEN SCRIPTS ATTACHED. PART OF YOUR MARK WILL DEPEND UPON YOUR ABILITY TO SCRIPT A DOCUMENTARY PROPERLY.

Please note that the reason for making this assignment due at the end of swotvac is to take account of the fact that there is no exam in this subject and give you a bit more time to prepare. However, if it is not convenient for you to be working on this assignment during swotvac, you should consider having it completed and handed in by the end of Week 13.

Marking criteria:

- demonstrated radio writing skills, taking into account the style guide;
- ability to craft an compelling piece of radio storytelling suitable for the Edge audience;
- ability to obtain good on-location actuality;
- written presentation of scripts in the style provided in tutorials;
- grammar, spelling and punctuation;
- voice production; and
- basic audio editing ability.

This assignment is worth 40 per cent of your overall mark and must be submitted by 5pm on Friday June 9.

HEJ213/313 Reference List

Students must have access to, and read as required from, the following textbook :

Gail Phillips and Mia Lingdren
The Australian Broadcast Journalism Manual (2nd edition). Melbourne: Oxford University Press, 2006.

This textbook is available from the Co-op Bookshop on campus. (You may want to think about a textbook sharing arrangement to reduce costs.) Copies will also be available in the Reserve Section of the Morris Miller Library.

The following texts have also been placed on Reserve and have been listed as additional material to assist you.

Stuart Cunningham and Graeme Turner (eds.)
The Media and Communications in Australia. St Leonards, NSW: Allen and Unwin, 2002.

Steve Ahearn (ed.)
Making Radio: A Practical Guide to Working in Radio. St. Leonards, NSW: Allen and Unwin, 2000.

Phillip Bell and Theo van Leewen.
The Media Interview: Confession, Contest and Conversation. Kensington, NSW: University of NSW Press, 1994.

Helen Molnar and Helen Wilson (eds.)
Radio, Spec. issue of Media International Australia Vol. 91 (May 1999).

A list of websites is provided in your textbook (Phillips pp.351-352). Remember many of these websites now allow you to listen to radio on the net.

You will also need to visit Edge Radio's website at:

www.edgeradio.org.au.

To listen to radio during the semester in Hobart, here are some stations to tune in to:

Edge 9	99.3 FM
ABC Local Radio	936 AM
Triple J	92.9 FM
Classic FM	93.9 FM
Radio National	585 AM
NewsRadio	747 AM
HOFM	101.7 FM
Magic FM	107.3 FM
Sea FM	100.9 FM

ADDITIONAL INFORMATION

Submission of Assignments

Students are required to submit a signed cover sheet with every assignment. This includes a declaration that all material submitted is their own work except where there is clear acknowledgement or reference to the work of others and that they have read the University statement on Academic Misconduct (Plagiarism) on the University website at www.utas.edu.au/plagiarism or in the Student Information Handbook. Assignment cover sheets are available from the School office. Students are required to keep copies of all submitted assignments. Assignments will be returned within three weeks of the due date; once assignments have been returned no further late assignments will be accepted.

Late Assignments

Late submissions will be penalised as follows: 5% of the available marks for the first day, and then 2% per working day thereafter. Late work will be accepted without penalty if accompanied by a medical certificate for the relevant period or a letter from a counsellor in the case of a serious non-medical reason.

Difficulties with your Studies

If you are experiencing difficulties with your studies or assignments, have personal or life planning issues, disability or illness which may affect your course of study, you should raise these with your lecturer and/or one of the following Student Services staff as soon as possible:

- Learning Skills Adviser
- Student Counsellor
- Careers Adviser
- Disability Adviser

University Statement on Plagiarism and Academic Integrity

Plagiarism is a form of cheating. It is taking and using someone else's thoughts, writings or inventions and representing them as your own; for example, using an author's words without putting them in quotation marks and citing the source, using an author's ideas without proper acknowledgment and citation, copying another student's work.

If you have any doubts about how to refer to the work of others in your assignments, please consult your lecturer or tutor for relevant referencing guidelines, and the academic integrity resources on the web at

<http://www.utas.edu.au/ti/supporting/academicintegrity/index.html>.

The intentional copying of someone else's work as one's own is a serious offence punishable by penalties that may range from a fine or deduction/cancellation of marks and, in the most serious of cases, to exclusion from a unit, a course or the University. Details of penalties that can be imposed are available in the Ordinance of Student Discipline – Part 3 Academic Misconduct, see

<http://www.utas.edu.au/universitycouncil/legislation/> "

The University and any persons authorised by the University may submit your assessable works to a plagiarism checking service, to obtain a report on possible instances of plagiarism. Assessable works may also be included in a reference database. It is a condition of this arrangement that the original author's permission is required before a work within the database can be viewed.

Assignment Presentation

The Journalism, Media and Communications discipline uses MLA Style, which is characterised by in-text referencing and a list of works cited. See the *MLA Handbook for Writers of Research Papers*, 6th ed. Ed. Joseph Gibaldi (New York: The Modern Language Association of America, 2003).

Marking Scale

The following distribution of marks and grades is applied in assessing your work:

- High Distinction (HD)—80-100%
- Distinction (DN)—70-79%
- Credit (CR)—60-69%
- Pass (PP)—50-59%
- Fail (NN)—0-49%

All marks are subject to moderation.