



School of English, Journalism
& European Languages

Unit Outline

HEJ213 Radio Journalism

Semester 1, 2009

<http://www.utas.edu.au/journalism/>

Convenor:	Kate Nash Room: Hum 561 Phone: 6226 2365 Email: Kate.Nash@utas.edu.au
Consultation Hours:	Friday 9am – 12pm Technical consultation (in the media lab): Friday 2pm – 3pm
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. Students will learn skills in recording voice and other sound and editing these into professional radio packages, as well as producing broadcast-quality work. There are tutorial exercises in news writing, sound gathering, interviewing, voice production and audio editing. Students also learn about the genre of radio and produce a scholarly essay.
Unit Aims and Objectives:	<ol style="list-style-type: none">1. Gain an appreciation of the Australian radio sector and its history2. Understand the radio medium, how to write for radio and how this differs from journalism in other media3. Engage with the theory of radio and will be introduced to key ideas in radio studies4. Gain experience in the technical aspects of radio journalism practice
Learning Outcomes:	<ol style="list-style-type: none">1. Enhance oral communication skills by engaging in radio production work2. Enhance written communication skills through preparation of radio scripts3. Gain knowledge of the context of radio in the mass media4. Gain an understanding of the craft skills required of the radio journalist5. Enhance problem solving and teamwork skills

Required Texts:	Gail Phillips and Mia Lindgren <i>The Australian Broadcast Journalism Manual</i> 2nd Ed. Melbourne: Oxford University Press, 2006
Recommended Texts:	<p>The following texts are available on reserve in the library</p> <p>Ahern, Steve 2006, <i>Making Radio: A Practical Guide to Working in Radio</i>, 2nd Edition, AFTRS Allen and Unwin, Sydney</p> <p>Alysen, Barbara 2006, <i>The Electronic Reporter: Broadcast Journalism in Australia</i>, 2nd Edition, UNSW Press</p> <p>Crisell, A <i>Understanding Radio</i>, 2nd edition, Routledge, London and New York</p> <p>Fulton, Helen, Huisman, R, Murphet, J and Dunn, A 2005, <i>Narrative and Media</i>, Cambridge University Press</p> <p>Phillips, G and Lindgren, M 2006, <i>Australian Broadcast Journalism</i>, 2nd edition, Oxford University Press</p> <p>Phillip Bell and Theo van Leewen. <i>The Media Interview: Confession, Contest and Conversation</i>. Kensington, NSW: University of NSW Press, 1994.</p> <p>Chantler, Paul, Stewart, Peter. <i>Basic radio journalism</i> Oxford ; Boston : Focal Press, 2003.</p>
When Taught:	<p>Lecture</p> <p>Tues 4.10pm-5.00pm, SB.SocSci209</p> <p>Practical</p> <p>Thurs 9.00am-10.50am, SB.Arts201.Lab</p> <p>Thurs 11.00am-12.50am, SB.Arts201.Lab</p> <p>Thurs 2.10pm-4.00pm, SB.Arts201.Lab</p>
MyLo	<p>You can access a range of learning materials for HEJ213 through MyLO http://www.utas.edu.au/coursesonline/</p> <p>MyLO provides links to documents, lecture presentations and audio recordings. You can sign up for tutorials through MyLO. The site will be updated regularly throughout the semester so visit regularly.</p> <p>Contact the Service Desk if you have problems using MyLO. You can contact the Service Desk by email: servicedesk@utas.edu.au or by phone 6226 1818 (1300 304 903 is a local call from within TAS; mobiles excepted) or visit www.utas.edu.au/servicedesk</p>
Assessment:	Radio News Script 10%, Essay 30%, News portfolio 10%, Contribution to Edge Radio 10%, News Package 40%
Extensions	<p>Extensions can only be given for medical reasons, or in consideration of events beyond your control (e.g. personal tragedy).</p> <p>You should email the unit convenor (Kate Nash) as soon as possible to discuss your situation and arrange a new due date.</p>

	<p>When submitting a late assignment you should attach the following TWO documents.</p> <ul style="list-style-type: none"> • A copy of the email containing the new submission date • Appropriate supporting evidence, such as a medical certificate. <p>Late submissions without consultation and attached supporting material will have penalties for late submission applied.</p>
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Special notes

Technical Equipment

During the semester students will have the opportunity to learn practical skills in radio production including field recording and audio editing.

The school has a small number of minidisc kits – containing a minidisc recorder, microphone and headphones. Students will be required to supply a minidisc and AA batteries for use with the minidisc kits.

Minidisc kits are available for loan from the library. In order to ensure that all students have adequate access to equipment in order to complete assignments minidisc loans are strictly 3 hours (short loan) or 24 hours (long loan).

If you have your own recording equipment you are encouraged to use this. Please speak to your tutor before using your own equipment in order to ensure compatibility with UTAS equipment.

In tutorials you will be introduced to audio editing software (Pro Tools). In order to gain proficiency using this software you will need to set aside time outside of class to practice audio editing.

This unit involves a number of practical assessment items. It is your responsibility to practice the practical skills necessary to complete these tasks.

This unit, like radio journalism itself, requires good time management. You will need to plan productions in advance and take responsibility for ensuring all work is completed on time.

Interview permission forms

Radio work involves conducting interviews with a wide range of people. Gaining the informed consent of interviewees is central to ethical radio journalism.

In this unit you are required to submit signed interview permission forms whenever you conduct an interview.

Interview permission forms can be downloaded from the school website:
<http://fcms.its.utas.edu.au/arts/journalism/index.asp>

Media Lab

As part of this unit you will be given access to the media lab outside of class time. The media lab is a teaching space so you should always request permission to use the space if a class is being held there. If you are working in the media lab while a class is on, please ensure that you wear headphones and do not disturb the class in any way.

To gain access to the media lab you will need to purchase a proxy card from the student contact centre at the union building.

You will be able to access the media lab from 8am-6pm weekdays.

LECTURE/SEMINAR SCHEDULE

Date	Lecture	Practical
Week 1	Why study radio journalism? And introduction to the Unit	No Tutorial
Week 2	What is radio? Medium, Genres, Industry, Audience	Intro to the media Lab
Week 3	Introduction to radio journalism	Presentation skills
Week 4	Radio journalism practical aspects – research, writing, sound and Voice	Intro to Radio Equipment
Week 5	Radio journalism: Public sector and Commercial	Radio equipment 2: Vox Pops and sound
Week 6	The Public Sector Radio Journalist Guest lecture Andrew Fisher ABC Hobart	Interviewing
Week 7	The Radio Journalist in the Commercial world Guest lecture John Inglis 7HO	Pro Tools intro (16 th April)
Easter Vacation 9- 15th April		
Week 8	Radio Current Affairs	Pro Tools workshop
Week 9	Legal and ethical issues in radio journalism	Pro Tools workshop
Week 10	Radio Journalism and Society	Studio workshop
Week 11	The Radio documentary	Studio workshop
Week 12	The Future of Radio	Radio package
Week 13	Looking back looking forward – where to now?	Radio package
	Study Period: 1-5 June	
	Examination Period: 6-23 June	

ASSESSMENT

Assignment 1 – Radio News Script and Recording

For this assignment you need to prepare TWO real news stories and submit written scripts that follow the format presented in class (an example of a radio script is provided in this unit outline). You must also submit recordings of your voiceovers (VO).

The stories are to be in the ‘voicer’ story format (see p. 189 of your textbook for more information) so there is no need to submit a recorded interview or grab. Although you should write an intro and throw, do not record these as they would normally be read by the newsreader.

Your stories should be well-crafted radio stories, strictly within the range of 30-50 seconds. Your voiceover must be written out in full. You should time your script as shown on the example provided.

You are free to choose the subject of your news stories, however your stories should come from a genuine news source and should be written for use on a youth-orientated radio station such as Edge FM. To get the most out of this assignment I suggest that you choose two contrasting stories, a political story and a human-interest story for example. While this is not an assessable requirement it will give you valuable practice in different styles of radio writing.

You are required to record your scripts. Recordings will be assessed in terms of presentation, NOT in terms of technical production. You are not required to record your script in the studio although time will be made available during tutorials in week three (Thursday **12th March**) for script recording.

This assignment is worth 10% of your unit mark

This assignment assesses learning outcomes: 1 & 2

Marking Criteria

- Genuine news value
- Demonstration of radio news writing skills, including effective lead and throw/wrap with appropriate language and style.
- Correct grammar, spelling and punctuation – including phonetic spelling where appropriate
- Demonstration of developing radio presentation skills
- Written presentation including timing and slug

Assignment 1 is due for submission by 5pm on Monday 16th March (Week 4). It must be submitted to the school office in hard copy with an attached cover sheet. Voice recordings are to be submitted on CD. Please ensure that the CD is clearly labelled with your name and the unit code for this unit (HEJ213).

Example of a Radio Script

[slug] **Rhino recapture**
12/10/08

[Reader intro] A lovesick rhino has been recaptured after an overnight escape bid from a South Australian zoo.

Zoo staff used a helicopter to track the rhino and tranquilliser darts to calm the animal.

[throw] Joanna Bloggs reports

VO:

The two tonne male rhino, named Satara (SAT-AR-A) broke through the wood and steel fence of his enclosure looking for love.

Staff at the Monarto Zoo in South Australia believe that the rhino was trying reach a pair of female rhinos who had been paired with another male as part of the zoo's rhino breeding program.

Satara (SAT-AR-A) remained within the fenced zone of the 1000-hectare open range zoo and posed no risk to the public.

Keepers tracked Satara (SAT-AR-A) throughout the morning using tranquilliser darts to calm the animal.

Zoos South Australia says it will review management of the rhino-breeding program

Assignment 2: Essay

You should write 1,500 words on the following topic:

'Radio news does succeed to a remarkable extent in paralleling and evoking the differences between the popular and quality newspapers' Andrew Crisell 1986, *Understanding Radio* 2nd Edition, p. 120

Discuss this statement with reference to recent Australian radio journalism.

Assignment 2 is due by 5pm on Monday 4th May. Essays should be submitted to the school office in hard copy with coversheet attached.

Marking Criteria

- Ability to appropriately analyse radio content
- Consult a range of sources, for example books, journal articles and media reports
- Use of appropriate (i.e. scholarly) writing style
- Clear and logical structure
- Accurate grammar and spelling
- Appropriate referencing of source material

This assignment is worth 30% of your unit mark

This assignment addresses learning outcomes: 2 & 3

Assignment 3 – News Portfolio

For this assignment you must produce THREE radio stories. You will need to identify an appropriate news story suitable for broadcast on Edge FM and produce three different versions.

One story should be produced as a copy story i.e. script only (to be read by a newsreader), one story should be presented as a 'words and grab' while the final story should be presented as a 'voicer' including grab(s) from interviewees (see p.189 of your textbook for more information on different story formats).

You should submit:

- The source of your story (media release, news item or newsletter etc.)
- Scripts for all three stories
- Your audio on CD
- Signed interview permission forms

Marking Criteria

- Newsworthiness of story and angle
- Demonstration of news writing skills
- Selection of appropriate talent and 'grab'
- Demonstration of skills in radio presentation
- Demonstration of technical competence in recording and editing audio

Assignment three is due by 5pm on Monday 18th May

This assignment is worth 10% of your unit mark

This assignment addresses learning outcomes: 1, 2 & 4

Note: Given the relatively large numbers of students enrolled in this unit there may be high demand for school minidisc kits prior to the due date for this assignment. Inability to access a minidisc kit does not constitute grounds for an extension of time. If you are relying on a school minidisc kit you should ensure that you have planned sufficiently in advance to ensure that you are able to submit your work on time.

Assignment 4 – Contribution to Edge Radio

For this assignment you are asked to make a contribution to Edge FM's *Journalists' on the Edge* (JOTE) program.

During the first week of tutorials you will be given a date for your contribution to JOTE. You are expected to contribute ONE story on your allocated date. It is your responsibility to find a suitable story, decide how you are going to cover the story (e.g. a guest in the studio, on the phone, pre-recorded interview or package) and to ensure that all necessary preparations have been made in advance of the show.

You will have presentation and technical assistance from the JOTE team but the content is up to you. You must ensure that all guests have been organised and briefed, you must ensure that any pre-recorded material is ready for broadcast and that all CDs are checked prior to your shift.

You must submit a cue sheet to the Edge office by 5pm on the day before your allocated date.

Cue Sheet: A single A4 sheet of paper with:

- Brief background to the story (3-4 sentences maximum)
- An introduction – double spaced
- In/Out and duration for any taped inserts
- Questions for any live or phone interviews
- Your name and contact details (mobile or other phone number)

Production Diary (1/2-1 page)

Your production diary should be a record of your JOTE contribution. It should contain any scripts produced for the show as well as outlining the steps you took to contribute to the show.

You should reflect particularly on anything you feel you have learnt as a result of your contribution. Your production diary is not an academic work, rather it provides an opportunity for you to reflect on your experience of radio production.

Your production diary must be handed into the school office, with a signed coversheet, by 5pm on the Monday following your allocated shift.

Marking Criteria

- Identification of appropriate news story
- Organisation of materials, guests etc prior to the shift
- Liaise effectively with the JOTE team
- Identify issues arising in the course of live radio production

This assignment is worth 10% of your unit mark

This assignment addresses learning outcomes: 1, 2, 4 & 5

Assignment 5 – News package

For this assignment you should produce a 3-5 minute radio package for broadcast on a radio current affairs program. Your package could address a news story, issue or human-interest story.

Your package should be in the 'voice format' and include voiceover, interviews and natural sound.

Your package should be suitable for broadcast on Edge FM. It should be factually accurate and all interviewees should sign an interview content form.

You should include at least two interviews in your package to ensure different voices and points of view. You should also try to include actuality to provide texture.

You should submit a script consisting of an intro, outro and In/Out Duration for your package.

Marking Criteria

- Demonstrated radio writing skills
- Identification of appropriate subject matter
- Ability to construct a compelling radio package suitable for the Edge audience
- Ability to record interview and actuality in the field
- Ability to edit and package audio material

Assignment 5 is due by 5pm on Monday 1st June

You should hand in your script in hard copy as well as a CD containing your completed package.

This assignment is worth 40% of your mark for the unit

This assignment addresses learning outcomes: 1, 2

Note: Given the relatively large numbers of students enrolled in this unit there may be high demand for school minidisc kits immediately prior to the due date for this assignment. Inability to access a minidisc kit does not constitute grounds for an extension of time. If you are relying on a school minidisc kit you should ensure that you have planned sufficiently in advance to ensure that you are able to submit your work on time.

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 or the School website. **Assignments submitted without a signed cover sheet will not be marked.** Students who submit assignments without a signed cover sheet will be contacted once via their UTAS email address; in such instances the cover sheet must be completed within two weeks of the due date.

All assignments must be submitted in hard-copy (not by email) and placed in the essay box at the School office on or before 5pm on the due date. Students are required to keep copies of all submitted assignments. Assignments submitted on time will be returned within three weeks of the due date; once on time assignments have been returned no further late assignments will be accepted. All marked assignments will be returned in tutorials unless otherwise advised.

Late Assignments

Late submissions will be penalized 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
- Disability Adviser
- Careers Adviser
- Student Counsellor

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/tl/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 the Harvard style of referencing. Please see <http://www.utas.edu.au/journalism/> for a brief introduction. For journalistic writing, refer to the JMC Style Guide, also available at <http://www.utas.edu.au/journalism/>.

For journalistic assignments, you must not use material gathered for a story, including interviews, for assessment in more than one unit. If in doubt, please discuss with your unit coordinator.

Equipment

Please note that this unit may require access to sound and/or video recording equipment and that while the school will provide access to equipment during tutorials, access to equipment outside of tutorials is not guaranteed. Where the loan of equipment is possible students will be required to sign and agree to the terms and conditions of the loan, including the penalties for late return, as presented at the time of the loan. We encourage students, where possible, to purchase their own recording devices. Teaching staff will advise on suitable equipment.

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.

IT Support

Learning online—for online learning and Vista support – <http://www.utas.edu.au/coursesonline/>
Information Technology Services—for general IT Support (includes link to UTAS download website)
<http://www.utas.edu.au/servicedesk/student/index.html>

Library Services—for information literacy support – <http://www.utas.edu.au/library/>
Help Desk (email HelpDesk@utas.edu.au or 6226 1818, within University 1818)