

Let's be clear...

This course strives to adhere to professional journalism standards. You will receive an "F" for work in this class if you:

- ! Make up quotes or interviews

If you didn't interview someone, don't invent a source. You will be required to include source contact information on all interviews and sources are frequently contacted by instructors for feedback on interviews and stories.

Do not take comments from one source and attribute them to another.

- ! Invent concrete details

If you are required to interview a source in person, then do so. Do not make up details to make it appear that you met with a person you interviewed via e-mail or phone.

- ! Include comments from a stranger

Do not rewriting information from a source quoted in a published – or unpublished – story in a manner that makes it appear that you interviewed the person. When sources are interviewed for one story, their comments are targeted to that topic. If you integrate those comments into a different story, you are taking your source's comments out of context and deceiving your reader.

- ! Borrow story notes or information

You are required to do your own interviews.

- ! Submit a story or parts of a story written by anyone other than you

Stories must be your work for this class. Period.

- ! Use information from a published source – traditional or Web – without both attributing the source and adding it to your source contact list.

Even a few words count. Any material taken verbatim or summarized from a published source must be attributed, even if it's just background. If you had to look it up, you have to attribute it.

- ! Claim heavily edited work as your own

It's OK and even advisable to get feedback on your stories from other people. Peer editing is when you sit down with a person as he or she reads your story. You discuss the story with the person, learn from the dialogue and correct the mistakes yourself. Getting a friend to edit your story before you hand it in teaches you nothing. You continue to make the same mistakes.

- ! Hand in a story you wrote for a different class or a publication

Double-dipping doesn't improve your writing. This doesn't mean you can't seek publication of your stories, because you should. It means you must hand in your original story to the instructor in advance of publication.