

CMJ 395 – Student Media Practicum Guidelines

Description

Journalism experience at campus student media organizations reviewed by the Student Media Advisory Board. Requirements include an initial written application and registration before beginning the practicum, a portfolio of published articles, and/or an audiotape, videotape or CD/DVD of all work done during the practicum, and a final paper analyzing the experience. Journalism majors only.

The Student Media Practicum provides practical experience relevant to the journalism major on one of the UMaine campus student media outlets and integrates the student's media work experience with the skills and theories learned in the classroom. To be eligible, students must meet the requirements outlined below.

Eligibility

- CMJ 236 with a B or better, passing grade on journalism writing exam, and journalism majors only.
- a 2.0 GPA in CMJ courses and in the student's overall course work.
- permission of the CMJ 395/495 coordinator and Department Chair.
- may take up to 3 credits of CMJ 395 toward 48 maximum allowed in CMJ courses.

Applications

Application forms are available in the CMJ department office (420 Dunn Hall).

Other important details

Students must sign up for CMJ 395 credit during one of the university's regular registration periods. All practicum work must occur during the semester for which it is registered and for which credit is received. CMJ 395 credit will not be awarded retroactively for student media work that occurred prior to registration.

Students may register for 1, 2, or 3 credit hours of CMJ 395 per semester and for a maximum of 3 total CMJ 395 credit hours.

Each CMJ 395 credit requires 50 hours of student campus media work; Thus, the typical 3-credit practicum requires 150 hours of experience.

All completed practicum materials are submitted to the department's CMJ 395/495 Coordinator at the end of the semester in which the practicum occurs. Occasionally, another department faculty member who has expertise relevant to the practicum may be asked (with the mutual understanding and agreement of the student, coordinator, and faculty member) to evaluate the student materials and recommend a grade to the coordinator.

(Fall 2014)

Prior to Registration for the Practicum:

Discuss your interest in CMJ 395 with the CMJ 395/495 Coordinator. You are responsible for arranging your own practicum experience with a campus student medium.

Complete the CMJ 395 Application Form. Turn the completed form in to the CMJ 395/495 Coordinator. Secure approval for the Practicum and register for CMJ 395 during the semester registration period or add/drop week.

During your practicum:

Keep a daily journal of your experiences. Record all major tasks you engage in, as well as your observations, feelings, reactions, and interactions. Your journal is considered a confidential record and only the Practicum Coordinator will see it.

Contact the CMJ 395/495 Coordinator once a month to deliver a brief "progress report."

Build a portfolio containing written, audiovisual, and other products of your practicum.

Begin work on your final paper. This final paper should be 10 pages long, double-spaced, and should contain the following elements: (a) a brief description of duties performed during the practicum; (b) a discussion section that integrates material from your course work with the practicum experience; and (c) a concluding section that details the things you have learned about the journalism discipline during your practicum. You may also comment on the positive and negative aspects of the practicum, though the paper should not focus primarily on your emotional responses to the experience.

At the end of your practicum:

Turn in to the Practicum Coordinator:

- Journal
- Portfolio, samples of work, and other materials produced
- Final Paper analyzing the experience

Questions about CMJ 395 should be directed to the department's CMJ 395/495 coordinator. If you're not sure who that person is, ask Nancy Smith or Chairperson Nathan Stormer in the Communication and Journalism department office in 420 Dunn Hall.

CMJ 395 Application Form

Student Campus Media Practicum

(Application must be submitted and approved before enrollment in CMJ 395)

Part One (to be completed by applicant)

Name _____ ID# _____

Phone _____ Email _____

Overall GPA _____ GPA in major _____ Credit hours earned _____

Please list courses you have taken that provide a background for this practicum

Semester and year of practicum _____ Credit hours sought _____

On an attached page, please provide the following information:

1. A brief description of the duties you will perform during the practicum. Be as specific as possible.
2. A concise statement about the things you hope to learn from the practicum. For example: What questions about your career will you try to answer? What aspects of your prior course work will be helpful to the successful completion of the practicum? How the practicum will make use of the specific skills and theories you have learned in class?
3. A brief, specific "contract" statement about the final paper you will write. (10 pages long, typed, double-spaced, containing: (a) brief description of duties performed during the practicum; (b) discussion section that integrates material from course work with the practicum experience; and (c) concluding section that details the things learned about journalism during the practicum. May also comment on the positive and negative aspects of the practicum, although the paper should not focus on emotional responses to the experience.)

Part Two (Departmental Approvals)

Approval, CMJ 395/495 Coordinator _____ **Date** _____

Approval, CMJ Dept. Chair _____ **Date** _____

Approved _____ Approved with Conditions _____ Not Approved _____

Comments _____

CMJ 395 Grading Form

Student Campus Media Practicum in Journalism University of Maine

The CMJ 395/495 Coordinator should complete this form, provide a copy to the student and place the original in the student's records in the CMJ Department.

1. Evaluate the quality of the student's journal.

2. Evaluate the quality of the student's portfolio.

3. Evaluate the quality of the student's paper.

Final grade: _____