

PHPJ 466

D.C. PHOTOJOURNALISM TRIP

CLASS

Wednesdays 10:00–10:50 am
PJ-Lab GAN3140

INSTRUCTOR

Josh Meltzer

OFFICE: GAN2294

jhmpph@rit.edu

OFFICE HOURS

Mondays Noon - 1:30pm
Thursdays 2-4pm

** Whenever possible, make sure you email me in advance to set up office hours appointments.*

CONTACTING ME

I will reply to your emails as soon as I can, but will make every effort to answer all within 24 hours. If you email me the night before an assignment is due, I cannot guarantee that I will be able to get back to you quickly, so plan ahead.

Though you are welcome to connect with me on social media, please do NOT use those mediums to contact me about classwork.

IMPORTANT DATES

Sept 3 – Last day Add/Drop

Sept 20 – RITPJ @The Little

Oct 20-26 – D.C. Trip

Nov 8 – Last day to drop w/ 'W'

Nov 18 – Eric Maierson Lecture

Nov 27 – Thanksgiving Break

MISSION

This course focuses mainly on identifying and exploring career paths, networking and preparing to capitalize on future opportunities. Although we are working on a more relaxed schedule, this is a class and you will have work to do in order to maximize the value of your financial and time investment.

Our mission is to build an itinerary for the trip to Washington, D.C. from October 20-26 (our visits will be Oct 21-25), that will be informative and expand the realm of possibilities you see for your future career. My aim is to build course work around the trip experience so that it will be relevant in the short term but also helpful well beyond this semester.

DEADLINES

All assignments are due at the beginning of class of the due date. You must be present on assignment deadline classes to receive a grade at all. Deadlines are sacred in our industry. If an assignment is not complete at the time it is due, you are advised to turn in the work that is done.

BUDGET

Each student is expected to pay for and plan their own travel and lodging from Sunday, October 20 – Saturday, October 26 including your own meals and local public transportation costs. In addition, students will sharing the cost of travel/ lodging for your instructor. We will discuss budgeting in more detail the first few weeks of the course.

GRADED ASSIGNMENTS

1. Trip Documents	10 points
2. Internship/Job Posting	10 points
3. Bio	10 points
4. Blue Sky Planning	15 points
5. Research	10 points
6. Final Application	25 points
7. Follow Up Correspondence	5 points
TOTAL	100 points

Your final letter grade will be determined solely by the grades earned throughout the semester and your attendance. It will be calculated from the average of the total number of points accumulated in the formula listed above. Grades and feedback, if applicable, will be made available promptly on myCourses and/or in person.

- Assignments count for 70% of your final grade.
- Participation (how well and often you articulate your thoughts and attendance) counts for 30% of your final grade.

Plus and minus grades are assigned in the following manner:

A 93-99	B+ 87-89	C+ 77-79	D 60-69
A- 90-92	B 83-86	C 73-76	F 0-59
	B- 80-82	C- 70-72	

CELL PHONES

Do not use your cell phones at all in class. Please leave them in your bag or pocket. You will be asked to leave if you are using them for non-class related activities. At some points I may ask you to view video content on your phone, and that will be the only time that you are permitted to use it. You will be given several breaks to check messages.

TITLE IX

RIT is committed to providing a safe learning environment, free of harassment and discrimination as articulated in our university policies located here <https://www.rit.edu/academicaffairs/policiesmanual/d190-interim-policy-student-gender-based-and-sexual-misconduct-policy-title-ix>

STUDENTS WITH DISABILITIES

RIT is committed to providing reasonable accommodations to students with disabilities.

Students with Disabilities who require academic and/or auxiliary accommodations for this course must contact the Disability Services Office Student Alumni Union. After you receive accommodation approval, it is imperative that you see me during office hours so that we can work out whatever arrangement is necessary.

Please DO NOT request accommodations directly from the professor or instructor without a letter of accommodation from the Disability Services Office Student Alumni Union.

<http://www.rit.edu/academicaffairs/policiesmanual/c120>

TENTATIVE SCHEDULE (subject to change)

WEEK 1 • 8/29

Discuss class overview / Trip overview / Distribute forms

WEEK 2 • 9/5

Establish a blue-sky visit list / Bio sheets / Branding

WEEK 3 • 9/12

Discuss organization research / Resumes

WEEK 4 • 9/19

Discuss organization research / Finalize trip wish list / Cover letter

WEEK 5 • 9/26

Discuss trip goals / Thank you notes

WEEK 6 • 10/3

Art of conversation / Visit game plans

WEEK 7 • 10/10

Trip walk-thru / Elevator pitch / Follow up letters

WEEK 8 • 10/17

Trip walk-thru / Final details

WEEK 9 • 10/24 ***

DC trip

WEEK 10 • 10/31

Trip post-mortem / Thank you notes / Building your network

WEEK 11 • 11/7

Trip post mortem / Final assignment

ATTENDANCE

Your attendance in every class is absolutely critical, as each lesson builds upon the previous one, and I will not be able to go back and repeat missed material. Attendance is taken at the beginning of each class and lab. **We only meet once a week, so missing even one class means you have missed an entire week of material, missed deadlines, participation, and therefore your grade will suffer the consequences.** Please do not come late or miss class, as it's disruptive to everyone. If you are too ill to attend class, please talk to me as soon as possible.

ACADEMIC INTEGRITY

To represent ideas or interpretations taken from another source as one's own is plagiarism. Plagiarism is a serious offense. The academic work of a student must be his or her own. Students must give the author(s) credit for any source material used. To lift content directly from a source without giving credit is a flagrant act. To present a borrowed passage after having changed a few words, even if the source is cited, is also plagiarism.

The university encourages all students to become familiar with the RIT Honor Code <https://www.rit.edu/academicaffairs/policiesmanual/p030> and with RIT's Academic Honesty Policy <https://www.rit.edu/academicaffairs/policiesmanual/d080>.

Taking ideas and examples from others and using those to inspire your work is **NOT** plagiarism and should be encouraged. This is an important distinction and you are absolutely encouraged to be inspired by work that you find online or see in class.