

**Assignment:**        **Electronic Journal – Semester**  
**Due:**                **Thursday April 12**

You are required to keep a journal of published imagery related to the assignments and assigned readings for the class. The final version will be formatted as a single Microsoft Word document.

There will be 2 components to the journal: a weekly photograph and photographs that relate specifically to your assignments. When a journal entry is required for an assignment, details will be specified on the assignment sheet. The weekly photograph and assignment-based journals should follow the basic guidelines for the striking photograph assignment and should be news items, not entertainment photos. No single source (publication / website) may be used more than 3 times throughout the journal.

**SECTION 1: Weekly 'Striking Photo' Journal Entries:**

Start collecting the weekly photograph during the first week of classes (Use your Striking Photograph – Journal Entry #1). Publication date and source should be included with each photo. It is acceptable to choose photos that were previously published - just be sure to include both the publication date and the date in which you found the image. A total of 13 weekly photographs will be due. *(No journal due for week of Spring Break)*

**SECTION 2: Assignment based Journal Entries:**

Assignment based journal entries are due from the following assignments: Technical Portfolio (9, 3 with commentary), Feature (3), Illustration/Editorial (1) and Photo Essay (1 essay). Refer to your individual assignment sheets for further details.

You may search for appropriate images using the Internet search engine of your choice but the images must be news related photos.

Organization and proper spelling/grammar are strong factors in the grade. You should organize your journal into 2 sections: weekly images and by assignment. Assignments should be placed in the order they were assigned.

**PROCEDURE FOR CREATING THE MICROSOFT WORD DOCUMENT**

On the top of each page add the following information:

Your Name

Your Section and Year (example CO 3403-4, Spring 2018)

Journal Entry: Striking Photograph Week # or Journal Entry: *Name of Assignment*

Place the .jpg images into the Microsoft Word document pages, if you have not already done so. You may need to resize the image(s) to fit on the page. Image must be at least  $\frac{3}{4}$  of the page width – if your image is too small or looks like a “bunch of blocks” you need to choose a larger image. A thin border is acceptable around the image.

Cite your references by indicating the name of the publication / website and the publication date.

Under each image, write a paragraph describing the image as specified on your Striking Photograph handout or pertinent assignment sheets.

Insert a page break between each entry (Insert→Break→Page Break).

**Save the document with the following title: (NO SPACES)**

First initial – Last Name \_Journal.doc (JDoeCO3403\_Journal.docx)

**File-Share your completed journal**