

## Department of Journalism and Media Studies USF St. Petersburg

### *Publication Policy*

The Department of Journalism and Media Studies encourages its students to gain real-life professional experience and career preparation through reporting, writing, editing, design and photography assignments intended for public dissemination.

Stories and work products generated in classes or other department-supervised projects are subject to editing, revision and fact checking by faculty or graduate assistants assigned to faculty.

Faculty control over the entire editorial process is essential to ensure the professional quality of material published or distributed under the auspices of the Department of Journalism and Media Studies and to maintain department's credibility and reputation among news organizations it serves. Control includes the right to decide whether, when and where to publish or distribute student work products.

Your success in presenting a portfolio is tied directly to how the professional world judges the quality of the education you receive. Our policy benefits all students by ensuring that their assignments and activities meet high professional standards and that the department maintains its hard-earned respect within the media community.

Students should **never** submit proposals or completed work to media outlets without first consulting the instructor of the class for which the material was produced.

We advise, but do not require, that students doing professional work **outside** of class, seek advice and editorial assistance from a faculty member before submitting it for publication. Moreover, any work you do independently should never be represented to media outlets as a **class** assignment.

The department will make every effort to acknowledge or attribute the student's contribution to published and disseminated work by name, byline or editor's note.

Students may withhold permission to publish a particular product generated in classes or other department-supervised projects. Students who wish to withhold permission must, however, inform the instructor in writing at the time the student first submits the story or work product in class.

As a student enrolled in journalism classes, I accept the provisions of this policy and, furthermore, I agree that work I produce may be published and disseminated through the Neighborhood News Bureau, the department website and the campus newspaper, *The Crow's Nest*, among other newspaper, magazine, cable, Web or broadcast outlets, both on and off campus.

Finally, I agree that any work I produce under the auspices of the university and the department will be original work, created by me, and that I will not copy, plagiarize or violate the rights of any person or entity.

Agreed to by:

Accepted by:

\_\_\_\_\_  
Printed name of student

\_\_\_\_\_  
Printed name of faculty advisor/instructor

\_\_\_\_\_  
Signature of student

\_\_\_\_\_  
Signature of faculty advisor/instructor

\_\_\_\_\_  
Date

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Date