

A. ASSIGNMENT SUMMARY:

In this section, we will revisit the assignment's expectations and the steps necessary to complete the assignment effectively.

1. Assessed criteria:

- Ability to comprehend and command various techniques in producing a piece of media.
- Research, suggest and construct a magazine.

2. Assignment details:

- *Requirements:*
 - Take up an imagined role in Vietcetera's media production team.
 - The team's goal is to produce relatable content for both local and global audiences.
 - Sub-branding for creative outcomes are welcomed.
 - All members must cooperate and share responsibilities.
 - There must be **2-4 feature articles**.
 - The magazine **must have** at least 8 student-produced images (photos or illustrations). Note that decorative designs such as drawn flowers beside an article AND photos of and permissioned by interviewees (if any) **do not count**.
 - **No stock images** are allowed.
 - The final design **must be submitted** in both pdf and package INDD formats.
 - A minimum of **4 scholarly sources** must be present within the magazine.
- *Format:* 8 OR 12 pages collaborative magazine, 1,200 to 2,000 words
- *Objectives:* **Produce** a magazine utilizing industry-standard software (*Adobe Illustrator, Adobe InDesign are recommended*).
- *Suggested approach:* The magazine must follow the podcast's topic, which should have been discussed amongst the team in tutorial classes across previous weeks.

- *Assignment elements (suggested):*
 - Front cover page
 - Table of contents
 - Editorial letter (optional)
 - Articles
 - Back cover page
 - Imprint - contributors' names, titles, contacts

B. KEY TERM DEFINITION:

In this segment, we will take another look at the terminology associated with assignment that is discussed within the context of the course.

Term	Definition
Layout	‘Layout is the arrangement of the elements of a design in relation to the space that they occupy and in accordance with an overall aesthetic scheme’ (Harris and Ambrose 2011:9). It serves to help readers navigate through pages in an easy manner.
Grid	‘The grid is a means of positioning and containing the elements of a design in order to facilitate and ease decision making’ (Harris and Ambrose 2011:27). It increases the accuracy of element placement.
Typography	The arrangement and stylization of type - texts, characters and symbols - to make written articles easy to read and comprehend. In this course, this includes typefaces and fonts.
Document setups	When discussing magazine settings, be on the lookout for the following elements: <ul style="list-style-type: none"> - Safety margins: Safe space within your document as it allows your articles to be written there - Trim edge: Final output size of magazine - Bleed: Design elements that extend beyond the edge (that is why it is called “bleed”).

Preflighting	The process of checking all components of a digital file to ensure optimum reproduction output.
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