

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
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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.

C. REFERENCES:

Harris P and Ambrose G (2011) *Basics Design 02: Layout*, GBR: AVA Publishing, London.