

## Course Outline for ENG 19

### LITERARY MAGAZINE

Effective: Fall 2009

#### I. CATALOG DESCRIPTION:

ENG 19 — LITERARY MAGAZINE — 2.00 - 3.00 units

Creation of a literary-style student magazine. Practical training in the managing, editing, formatting, and printing of a literary supplement and/or magazine. Enrollment constitutes the staff of the magazine. The number of laboratory units will be agreed upon and scheduled by instructor and student based on the student's job description and availability to participate. 1 hour lecture, 3 or 6 hours laboratory.

1.00 Units Lecture 1.00 - 2.00 Units Lab

#### Grading Methods:

#### Discipline:

	<u>MIN</u>	<u>MAX</u>
<b>Lecture Hours:</b>	18.00	18.00
<b>Lab Hours:</b>	54.00	108.00
<b>Total Hours:</b>	72.00	126.00

#### II. NUMBER OF TIMES COURSE MAY BE TAKEN FOR CREDIT: 4

#### III. PREREQUISITE AND/OR ADVISORY SKILLS:

#### IV. MEASURABLE OBJECTIVES:

**Upon completion of this course, the student should be able to:**

1. create a process and timeline for the production of a literary anthology
2. create submission guidelines, solicit submissions, and assess submissions for publication
3. edit and format anthology content and layout
4. organize an awards ceremony for contributors and contest winners

#### V. CONTENT:

- A. Assess the factors involved in designing a literary magazine:
  1. structuring a timeline;
  2. creating a theme;
  3. selecting a format;
  4. delegating duties and assigning roles for staff members.
- B. Assess manuscripts for publication:
  1. develop criteria and a rubric for assessment;
  2. read and score manuscripts;
  3. discuss and finalize group decisions.
- C. Perform basic editing, proofreading, and layout procedures:
  1. verify all accepted manuscripts in digital format;
  2. choose layout design, pagination of manuscripts, and artwork;
  3. enter manuscript into layout software and participate in digital layout and graphic design;
  4. proofread the manuscript before final printing.
- D. Organize and run literary awards ceremony:
  1. notify accepted and rejected authors;
  2. contact prize-winning authors;
  3. structure format of ceremony;
  4. arrange guest speaker if so desired;
  5. design and distribute flyers to publicize ceremony;
  6. design program for ceremony;
  7. coordinate sales of anthology at ceremony;
  8. assist with introducing speakers and winners;
  9. assist with refreshments at ceremony.

#### VI. METHODS OF INSTRUCTION:

- A. **Discussion** -
- B. Group collaborative learning
- C. **Critique** - Critiques of issues for strengths and weaknesses
- D. **Critique** - Group critique sessions and analysis of publications

- E. Coached supervision in necessary activities such as copyediting and proofreading
- F. Activity participation

VII. TYPICAL ASSIGNMENTS:

A. Weigh the relative merits of each of a collection of submitted poems. B. Draft a rejection letter to a submitter whose work was not chosen for publication. C. Enter text into the magazine layout software.

VIII. EVALUATION:

A. **Methods**

1. Class Participation
2. Other:
  - a. Participation and interaction during weekly meetings
  - b. Reliable completion of commitments to other staff
  - c. Participation at Awards Ceremony

B. **Frequency**

1. Participation noted weekly
2. Specific commitments throughout semester, varying from week to week depending on stage of anthology development
3. Awards ceremony at end of semester
4. Final examination or culminating activity

IX. TYPICAL TEXTS:

X. OTHER MATERIALS REQUIRED OF STUDENTS: