

ENG 208 – WEEK 1 (9/14 – 9/22) – TASK LIST

Welcome to the course! You should find a well-organized online course that is the product of several versions and my expertise in online education, web development and digital journalism (in a 13-year career as a technical and business journalist and contributing editor at several major computer magazines), plus input from faculty at Brooklyn College and CUNY's Newmark Graduate School of Journalism.

Let's get started!

Here is a complete list of what we're working on this week. Please view the YouTube Video Lecture as soon as you can as that explains the course and what we'll be working on together.

****Complete each task or activity for our class by the deadlines listed below.**

Most activities are graded, marked with GRADED. Some like doing the reading, viewing the screencasts, clicking on links help you learn and understand (and complete the graded work).

You can view this page and summarize it in your WRITTEN NOTES. Check off each step as you complete it. (RECOMMENDED)

If you have access to a printer, please print out this sheet. But you don't need a printer – if you take notes (summarize each task) and then just check each step off, you can keep track of everything that is happening for our online class.

****REMEMBER TO PACE YOUR WORK THROUGHOUT THE WEEK.** YOU SHOULD DO ABOUT HALF OF THESE TASKS AT ONE TIME, for example, half the tasks from TUE. – THU. then the rest from FRI. – MON., at different days and times. **Build a schedule that works for you.** Our course is 'asynchronous' like most online courses in the 21st century, so you can have flexibility in doing the work. But you need to make time to do the work, which will take you several hours each week – in addition to the work of writing 6 Blog Assignments and creating an original piece on digital journalism (more on that later). *It is not advisable (or even possible) to do all of the work in one sitting. Our online reading and activities add up to the equivalent of 3 hours of class time each week!*

**** CLASS TASK LIST / TO DOs – WEEK 1 ****

TASK

Check off each
task as you

complete it.

- OVERVIEW / COURSE GUIDANCE THIS WEEK

[] #1) View the [YouTube Video Lecture for an Overview](#) of Week 1 and Introduction to the Course.

[] #2) Browse to eng208.publishproject.com and explore the materials for our course for 10 – 15 minutes.

[] #3) Practice logging in to your WordPress blog:

A list of blogs is at:

<https://www.publishproject.com/scw/contentpage2.php?pagecode=htmlfile3&cid=305>

a) Find your name and blog address. b) Login with the provided login and password = **password208!**

c) After you login, you can change your password. (We'll be giving out the Blog Assignment #1 next week.)

[] #4) Log on to Blackboard (bbhosted.cuny.edu) and explore the materials for our course for 10 – 15 minutes.

COURSE MATERIALS ARE POSTED IN BOTH WEBSITES. You can use both sites to keep up with the course!

[] #5) View Our [Weekly Task List](#) (this document) to understand this week's activities. It's part of the Screencast.

[] #6) View the [Course Syllabus](#) for a few minutes to understand the updated version of our course. It's also covered in the Video Lecture.

- READING and ONLINE ACTIVITY – Examples of Digital Journalism

[] #7) Read this: [Journalism Next, Preface and Intro.](#)

[] #8) Complete [Online Activity: Reading Journalism Next, Preface and Intro. -- Exploring Examples of Digital Journalism](#)

On Google Forms – GRADED, DUE TUE. 9/22 (11:59 pm)

- DISCUSSION BOARDS – forums208.publishproject.com

[] #9) Post a 200-word response to the [Discussion Board forum](#) (Welcome Post with questions) for this week.

You will receive an e-mail with your login for the Discussion Boards.

Your User ID is the first letter of your first name plus your last name (or names), up to 12 characters. For example: 'John Smith' = jsmith

Your passcode is the last 4 digits of your CUNY Student ID.

This information will be e-mailed to you at the e-mail address that is on file at CUNYfirst. If you haven't received this e-mail, please e-mail me at eng208.lagcc@gmail.com ASAP so I can send you another copy!

On our Discussion Boards – GRADED, DUE TUE. 9/22 (11:59 pm)

• **OPTIONAL VIRTUAL OFFICE HOUR**

[] #10) (For extra help) Virtual office hours will usually be offered on **Tuesdays from 2 pm – 3 pm** in Blackboard's Chat tool, so we'll have one on this week Tue. 9/15 from 2 pm – 3 pm.

Here's the link:

<https://us.bbcollab.com/guest/2d4753a171d8484ca2d34e2c4b7c86a2>

These sessions are 'public' to our class and will let you communicate in 'real time,' mostly for questions. If you have specific questions, you can participate then, or if you want help more privately, please just send an e-mail to eng208.lagcc@gmail.com at any time.

You will receive an e-mail reminder each week for this virtual office hour. This is NOT a required 'class session,' but an extra chance for help beyond the 'asynchronous' materials we have for our course each week, just like in-person office hours.

On Blackboard Chat – TUE. 9/15, 2 pm – 3 pm (Optional, not Graded)

ENG 208 – Intro. to Digital Journalism

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