

CMS 4999 (90): CMS Capstone

Instructor Information: Dr. Jason Lee Guthrie | JasonGuthrie@Clayton.edu | p: (678) 466-4746 | f: (678) 466-4899
Office: Carnes Hall for Music, Room 208 | Office Hours: **Th/F 9:00am – 12:00pm via Microsoft Teams**

Course Information: Spring 2023 [CRN: 26518] | 3 Credit Hours (3-0-3) | **Online Asynchronous**

Course Description: This senior-level seminar will prepare students for entering careers in communication, media, and related fields. Students will receive training in job search techniques and interview skills, and study current dynamics in the workforce. Students will also develop a professional resume and a digital portfolio appropriate to their interests, strengths, and career goals.

Prerequisites and Co-requisites: CMS 3101: Media and Culture; CMS 3020: Research Methods; or CMS 3901: Writing for Digital Media with a minimum grade of C

Important Course Dates: Last day of Drop/Add is **January 12, 2023** | No Show withdrawal date is **January 19, 2023**
Last day to withdraw without academic accountability is **March 3, 2023**

Textbook Information: Lectures and Readings will be assigned through Desire2Learn.

Program Learning Outcomes:

- Communication and Media Studies student learning outcomes: This course provides support for the fourth CMS learning outcome (students will be able to understand theoretical perspectives on communication, media and global culture). See: <http://www.clayton.edu/vpa/CMS/Program-Overview>

Course Learning Outcomes:

- Course Outcome 1: Distinguish the assumptions, methods, and objectives of social scientific, humanistic, and critical theories.
- Course Outcome 2: Evaluate communication theories on the basis of scientific and interpretive criteria.
- Course Outcome 3: Understand the broad range of questions that communication theories strive to answer.
- Course Outcome 4: Apply theoretical knowledge to real world contexts, including the creation of effective media products.

Mid-term Progress Report: The mid-term grade in this course, which will be issued by **February 27, 2023**, reflects approximately **42%** of the entire course grade. Based on this grade, students may choose to withdraw from the course and receive a grade of "W." Students pursuing this option must fill out an official withdrawal form, available in the Office of the Registrar, by mid-term, which occurs on **March 3, 2023**. Instructions for withdrawing are provided at this [link](#). **The last day to withdraw without academic accountability is Friday, March 3, 2023.**

Grading Scale:

A: 100-90	B: 89-80	C: 79-70	D: 69-60	F: 59-0
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Evaluation:

Syllabus Quiz (1 quiz @ 1 point each)	1
Discussion Forums (15 forums @ 2 points each)	30
Media Review (7 assignments @ 2-5 points each)	32
Digital Identity Inventory (1 assignment @ 5 points each)	5
Professional Resume (2 assignments @ 5 points each)	10
Digital Portfolio (4 assignments @ 2-10 points each)	<u>22</u>
TOTAL	100

Course Schedule:

Module	Topic	Assignment(s) Due (Point Value)	Due Date
1	Communication Theory	Forum 1 (2)	Jan. 12
		Syllabus Quiz (1)	
2	Theoretical Traditions	Forum 2 (2)	Jan. 19
		Media Review Pitch (2)	
3	Group Communication	Forum 3 (2)	Jan. 26
		Media Review Research (5)	
4	Interpersonal Communication	Forum 4 (2)	Feb. 2
		Media Review Draft (5)	
5	Interpersonal Relationships	Forum 5 (2)	Feb. 9
		Media Review Feedback (5)	
6	Mass Communication	Forum 6 (2)	Feb. 16
		Media Review (5)	
7	Intercultural Communication	Forum 7 (2)	Feb. 23
		Media and Culture (5)	
8	Theory Integration	Forum 8 (2)	Mar. 2
		Media Presentation (5)	
Last day to withdraw without academic accountability			Mar. 3
SPRING BREAK			Mar. 4-10
9	From Theory to Practice	Forum 9 (2)	Mar. 16
		Portfolio Pitch (2)	
10	Media Literacy	Forum 10 (2)	Mar. 23
		Digital Identity Inventory (5)	
11	Job Search	Forum 11 (2)	Mar. 30
		Resume Draft (5)	
12	Job Interviews	Forum 12 (2)	Apr. 6
		Resume Feedback (5)	
13	Landing the Job	Forum 13 (2)	Apr. 13
		Portfolio Draft (5)	
14	On the Job	Forum 14 (2)	Apr. 20
		Portfolio Feedback (5)	
15	Lifelong Learning	Forum 15 (2)	Apr. 27
		Digital Portfolios (10)	

Course Policies:

Individuals with disabilities who need to request accommodations should contact the Disability Services Center: Edgewater Hall 255, (678) 466-5445, disabilityresourcecenter@clayton.edu.

General Policy: Students must abide by policies in the Clayton State University Student Handbook, and the Basic Student Responsibilities, including the Code of Conduct.

University Attendance Policy: Students are expected to attend and participate in every class meeting. Instructors establish specific policies relating to absences in their courses and communicate these policies to the students through the course syllabi. Individual instructors, based upon the nature of the course, determine what effect excused and unexcused absences have in determining grades and upon students' ability to remain enrolled in their courses. The university reserves the right to determine that excessive absences, whether justified or not, are sufficient cause for institutional withdrawals or failing grades.

No Show Policy: It is imperative that students have a successful start of each semester by attending class during the first week and no later than the second week of the semester. A registered student who does not attend at