

Google Classroom Code: [vx3dup2](#)

**Mr. Nam Le (he/him) - Telegraph (Fall 2022)**  
[nle@oakarts.org](mailto:nle@oakarts.org) | Room 336  
**Monday, Tuesday/Wednesday, Thursday, Friday**

Welcome to The Telegraph! This will be our journey together into the journalism world, as we work to produce monthly articles and written content for the school's online news and culture publication, the OSA Telegraph. I'm so excited to work together with you as we aim to sharpen your voice, and free you to explore in depth the things that interest you each month.

In your time here, you can expect to perform any of the following roles: write, interview, photograph, copyedit, upload, design, and/or promote the publication itself. Beyond this, you can expect to learn about basic journalism principles and styles, including review writing, opinion, advice, and news reporting, all in pursuit of an excellent, varied, and student-centered online publication.

A rough timeline of each month in this class looks as follows:

- Pitch Day (beginning of each month) - come prepared with three different, specific article ideas, one of which will become your actual submission
- Outline - converting your pitch into a story, including who, what, why, when, where, and any questions you might interview people with
- Rough draft - on time, complete
- Peer editing cycles - sharpening yourself as a writer by giving and receiving feedback
- Final draft - showing polish and growth from the original draft, meeting the deadline
- Cleanser week - looser, more casual activities, refreshers, tutorials before gearing up for the next Pitch Day.

### **Rules for the Space:**

While we will construct group rules for our space later on in the first week, as the teacher, I do expect you to uphold the OSA Way and Lit Arts community agreements while in this classroom at all times:

- You will value yourself.
- You will uplift the diverse community.
- You will honor the space.
- Expect, and accept differences of opinion.
- No one is the supreme expert. Not even Mr. Le.

### **Required Materials:**

- Your Chromebook, every day – We're writers in here.
- Something to take notes on - a running Google Doc or folder will do for our purposes

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**Cell Phone Policy:**

Unless explicitly allowed for class, please keep these away and out of sight, in line with the OSA phone policy. (I understand there are emergencies; it'll be your responsibility to let me know about that.)

- First warning - You will be told to put the phone away; preferably in the cell phone pocket, but a backpack is also acceptable.
- Second warning - Your phone will be held by Mr. Le and returned at the end of the period, with an email sent home that if the phone is taken again, it will be kept for the remainder of the day and a parent/guardian will be required to pick the phone up from school.
- Third warning - Mr. Le will turn your phone over to the Dean of Students (Ms. Jackson) and your parent/guardian will be contacted to retrieve the phone from school.

**Bathroom Breaks:**

Ask Mr. Le before you sign in and out; no bathroom during the first or last 10 minutes of class.

***Phones must be turned in to Mr. Le during bathroom breaks, per OSA policy.***

**Grading System:**

Your quarterly and semester grades will be based on the following:

- Pitch Day (15%)
- Outline (20%)
- Rough Draft (25%)
- Final Draft (30%)
- Attendance and Participation (10%)

**Late Work:** While life does happen, unless there is a legitimate, documented excuse or a Reported Absence, because this class is meant to mimic the hard deadlines of a journalism newsroom, no late work will be accepted. Reported Absences will have an opportunity to turn in work the next day, and an extra day to complete work assigned on the day of class you missed.

**As the classroom is a living, evolving community, this syllabus is subject to change – all relevant stakeholders will be informed of this via Google Classroom.**

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Dear Parents and Guardians,

My name is Mr. Le (it rhymes with hey), and I will be your student's Lit Arts teacher this semester -- I look forward to a productive and successful year of learning with them! I hope to push your child as a writer, thinker, speaker, and person every day.

Your student received a class syllabus that outlines course objectives, classroom expectations, policies and procedures. For homework, they were instructed to review and explain the syllabus to you and then sign and return their syllabus! Please read, sign, date, and return your child's syllabus.

Sincerely,

Mr. Le

[nle@oakarts.org](mailto:nle@oakarts.org)

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*\*\*\*By signing below, you are acknowledging that you have read and agree to support your student in order for them to have a successful year in English.*

I have read the class syllabus and understand what is expected and required of my student in their English class.

Parent Signature \_\_\_\_\_ Date: \_\_\_\_\_

Phone number \_\_\_\_\_

Email \_\_\_\_\_

Preferred language of contact \_\_\_\_\_

*\*\*\*By signing below, you are making a commitment to yourself and me that you will meet the above expectations and try your best in order to pass your English class.*

I have read and understand what is expected and required of me as a student in Mr. Le's class.

Student Signature \_\_\_\_\_

Date: \_\_\_\_\_