The Literary Media and Communications Department’s (LMC) goal is singular, to train its student in the different strands of communication (written, verbal and new media), considering how this translates to the marketplace. This department necessitates interdisciplinarity, including, but not limited to LMC, Theater, Museum Studies, Visual Arts, and TDP (recording studio). Our aim is to dismantle the sometimes self-indulgent and strictly cathartic workshop model of writing and leave in its place a department that imparts to its students the notion that they are writing to work, rather than just writing to write.

**Playwriting/Play Analysis**

Students will be expected to consider the form, content, style, analysis, construct, and construction of a play. The arrival point of this class is for students to write, and mount a staged reading of a full-length, one act play. Students will also be expected to submit work from class to at least one of LMA’s, “Coffeehouses” The class is broken down into the following, primary areas:

- **First Advisory** – Character/Character Development, Six Elements of Aristotle, as well as Aristotle’s, “Poetics”, Compelling Characters, and Primacy of Plot/Action vs. Character
- **Second Advisory** – Monologue/Dialogue, Voice, Tone, Mood Setting, Action, Language, and Rhythm
- **Third Advisory** – Ten Minute, and Twenty Minutes
- **Fourth Advisory** – One act, and Staged Reading

*Students will screen several plays including “Raisin in the Sun”, “Who’s Afraid of Virginia Woolf”, “Sarafina”, “Streetcar Named Desire”, “River Niger”, “Hamlet”, “Romeo and Juliet”, among others

**Standards**

- Discussion
- Questioning, Listening, and Contributing
- Oral Presentation
- Vocabulary Development
- Connections
- Genre, Theme
- Fiction, Literary Nonfiction
- Poetry
- Drama
-Style and Literature
-Traditional Narrative
-Imaginative/Narrative Writing
-Revision

Requirements:
-Students must have a current e-mail address, which will be put on list serve for the class
-Students are expected to commit a number of hours to the editorial processes of this class as it pertains to both their own work, and the work of their fellow students
-Access to a computer outside Duke Ellington to dialogue with instructor regarding revision of work, and access to a printer to bring in copies of text for instructor and fellow students
-Respect for the work of others and the ability to give and receive critique

Grading:
Students will be graded in five primary areas:
Character/Character Development
Monologue/Dialogue
Play Analysis
Ten Minute and Twenty Minute pieces
Final (One-Act Play)
Policy

In the Literary Media & Communications Department we believe in holding our students to a very high standard of conduct. It is our belief that an early understanding of how you are expected to carry yourself in the working world will instill a valuable set of tools; soft skills that will serve you well for years to come.

In light of this we have created a simple code of conduct and grievance procedure that will enable both faculty and students alike to maintain a professional learning environment.

We expect students, faculty and guests:

- To be respectful of one another, and to carry themselves with both intelligence and humility.

We expect students:

- To dress appropriately.
- To hand in completed assignments on time. Late and incomplete work is unacceptable.
- Absence and tardiness will not be tolerated.
- Disruptive behavior will not be tolerated.
- Poor participation will not be tolerated.
- To respect the individual classroom rules of all teachers, both arts and academics (For example, no food and drink around the computer equipment in the lab).

Students who fail to comply with the above will be subject to a penalty scoring system:

**Five-Point Penalty System**

There will be two soft warning before a student accumulates their first penalty point.

1pt: Mediation and possible detention.
2pts: Parent contacted.
3pts: Parent/Teacher conference with Chair.
4pts: Student placed on probation list, consultation with Director of Students.
5pts: Student is placed on Transfer list.
**LMC Grievance Procedure**

We believe that students are entitled to a voice and want to give them that space to air any concerns they might have. However we believe it’s important that students express their grievances in the correct manner, to ensure that there is no conflict and that their complaints are both heard and handled appropriately.

We believe that this formal procedure will help create a healthy environment in which to learn, as well as eliminate any potential conflict and miscommunication.

**Complaint with Member of Staff**

If a student believes they have a concern or complaint with a member of staff, we ask that students not confront that person but rather, in the first instance, seek out another member of staff in the department. That member of staff will act as a mediator to resolve any dispute.

If they feel as if their grievance has not been resolved at that first stage, students have the recourse to then put their complaint into writing and discuss the issue with the department Chair.

We do believe we can resolve most disputes internally in a professional manner and will work hard to achieve this, however if students still feel as if the matter has not been tackled to their satisfaction, it is within their right to:

- Request a parent / teacher conference with Chair present
- Put their concerns into writing to the Dean of Arts / Dean of Students
- Put their concerns into writing to the Principal.

**Complaint with Fellow Student**

If a student believes they have a concern or complaint with a fellow student, again, we ask that you do not confront that student. You should seek out a member of staff who will in the first instance attempt to mediate on your behalf. If the complaint cannot be resolved at this stage, students have the right to follow the same steps they would take with a staff grievance.