Tufts University Department of Urban & Environmental Policy and Planning

UEP 294-02: Communications and Media for Policy and Planning
Spring 2018

Penn Loh  penn.loh@tufts.edu, 617 627-4608

Thursdays: 1:30-4pm @ Brown House 97 Talbot Ave Classroom
Office Hours: Wednesdays 1:30-3:30 and by appointment

Description
This module introduces communications and media theory and tools for policy and planning practitioners. Readings will cover various theories of communication and media and their roles in public policy and planning and formation of ideologies. Tools that will be introduced include strategic communications planning, narrative power analysis, messaging and framing, media relations, and social media. Students will analyze current news and communications strategies of policy and planning practitioners. Students will have ample opportunities in class to practice and role play communications and media strategies (such as mock media interviews, writing op-eds from differing perspectives, story boarding, and creating a video).

Course Objectives
1) Understand how mass media influences policy and planning and communications as a form of power.
2) Critically analyze media and communications in shaping public policy and planning discourse and politics.
3) Develop skills in planning communications strategies and developing and framing messages.
4) Gain experience in using communications and media relations tools and producing communications content on an issue of interest.

Course Requirements and Assessment
1. Class Preparation and Participation (20%)
All students are expected to read and review the required materials before class and to participate fully in class discussions and exercises. There are only 7 sessions and there will be many hands-on exercises during class (assessed as part of the portfolio – see below), so it is very important to be physically and mentally present. Any major in-class exercises missed will need to be done outside of class. Assessment of participation will include presence/absence (15%) and contributing to in-class discussions (5%).

2. Blog Portfolio (80%)
Each student will develop a portfolio on a blog site over the course of the module with analysis and content relating to a current public policy or planning issue that the student is interested in and can a position on. Topic will be approved by instructor after the first class. Instructor feedback will be provided within a week of each portfolio assignment. Depending on the topic and timeliness, students may also be asked to post elements of their portfolio to UEP’s social media channels (Facebook, Twitter, UEP blog, ...).
The components include:

- **Critical analysis of media sources and stories (due Week 2, 1/25) [10%]**
  Identify at least 3 varied media sources for your topic, including at least one mainstream corporate news source (ABC, CNN, FOX, etc.) and one independent source (blogs, think tank and advocacy group sites). Strive for a varied range of political views. For each source, review and analyze their coverage of your issue. In a blog post, include links to each of your sources and their specific stories and 2-3 paragraphs describing and critically analyzing their reporting. What are the main viewpoints represented (or not)? Who are their sources of information? What are the assumptions embedded in the stories? Who is their intended audience? Finally, conclude with 2-3 paragraphs comparing your sources and what you think their relative influence is on your issue.

- **Letter to Editor (in class Week 2, 1/25) [5%]**
  Choose one media article to respond to and draft a letter to the editor (200 words maximum). You may submit your letter to an actual media publication.

- **Strategic Communications Plan (due Week 3, 2/1) [10%]**
  Following the SPIN Project’s planning template, draft your own communications plan for your topic. For this assignment, you need to have your own point of view and take on a stakeholder role. You can play yourself, as a graduate student in UEP, or take on the role as a staffer of a particular organization or agency.

- **Op-Ed (due Week 4, 2/8) [10%]**
  Write an op-ed regarding your topic for a newspaper. Do not exceed 700 words. Optional: submit to actual publication and/or the UEP Practical Visionaries blog.

- **Press Release (in class Week 4, 2/8) [10%]**
  Draft a mock press release to the media on something noteworthy related to your topic. 1-page maximum.

- **Mock Interview on Video (in class Week 4, 2/8) [5%]**

- **Collection of Images (due Week 5, 2/15)**
  Compile 5-10 images that you can use in your video blog.

- **Social Media plan (due Week 6, 3/1) [10%]**
  Plan for using social media (Facebook, Twitter, ...) to achieve your communications goals. If appropriate, include ways to use UEP’s social media channels.

- **Storyboard (due Week 6, 3/1)**
  A story board is a script for your video blog.

- **Video – 1-2 minutes (due Week 7, 3/29) [20%]**
  Your video should be designed to persuade decision makers and stakeholders in your policy topic. It can include still images, video clips, and voiceover, as well as your talking head.

**Schedule**

**Week 1: Jan 18 Communications as Power**

Course overview. In-class mock media debate over Walmart in Boston. Discuss role and power of media in policy and planning. How is communications a form of power in shaping public discourse and ideologies? How has communications evolved in the age of digital media? Students pick a current policy/planning issue for which they have a point of view.

Show BlackatBLS video: [https://www.youtube.com/watch?v=72akBcSZiOY](https://www.youtube.com/watch?v=72akBcSZiOY)

Show 1-2 student video examples.
Readings & Resources

- Chapter 2: Narrative Power Analysis. (17-40)


**Week 2: Jan 25 Theories of Media**

Political-economic, cultural, and social production theories of mass media. How media is involved in producing dominant discourses and marginalizing others. In-class letter to editor.

*Due: Critical Media Analysis, Letter to the Editor (in-class)*

Readings & Resources


- Race, Racism and Media: Field Notes from the Frontlines (5-13).


**Week 3: Feb 1 Communications Strategy**

Strategic approaches to communications. Identifying audiences, messages, and media. How to frame messages. In-class exercise on message development and pitching stories.

*Due: Strategic Communications Plan*

Readings & Resources


- Section 1: “Preparing for Change” (3-13)
- Section 2: “Shaping the Story” (15-24)

- Chapter 3: Winning the Battle of the Story. (43-65)
**Week 4: Feb 8 Media Techniques**

How to work with mass media. In-class press release and videotaped mock interviews.

*Due: Op-Ed, Press Release (in-class), Video Mock Interview (in-class)*

**Readings & Resources**


- Section 3: “Moving Your Message” (29-43)


- Tools Sections 2-4 (143-181).

**Week 5: Feb 15 Digital Communications and Social Media**

Decentralized and more democratic communications strategies through digital communications and social media. In-class workshop on storyboarding and iMovie training with Marc Raila, Digital Design Center @ Tisch Library Mark Lab.

*Due: Image Collection*

**Readings & Resources**


- Section 4: “Plugging People In” (45-55)

At least one video and one social media posting related to your topic.

**Feb 22: No class due to Tufts change in schedule**

**Week 6: March 1 Digital Media Production**

Review Social Media plans. In-class time to work on video.

*Due: Social Media Plan, Storyboard*

**March 8: Optional Digital Media Production Session**

**Week 7: March 29 Final Video Presentations and Critique**

Student presentations of portfolio (video) and critiques.

*Due: Video*
**Students with Disabilities**

Tufts University values the diversity of our students, staff, and faculty; recognizing the important contribution each student makes to our unique community. Students with disabilities are assured that the Student Accessibility Services (SAS) office will work with each student individually to create access to all aspects of student life. Tufts is committed to providing equal access and support to all qualified students through the provision of reasonable accommodations so that each student may fully participate in the Tufts experience. If you have a disability that requires reasonable accommodations, please contact the Student Accessibility Services office at Accessibility@tufts.edu or 617-627-4539 to make an appointment with an SAS representative to determine appropriate accommodations. Please be aware that accommodations cannot be enacted retroactively, making timeliness a critical aspect for their provision.

**Academic Integrity**

Tufts holds its students strictly accountable for adherence to academic integrity. The consequences for violations can be severe. It is critical that you understand the requirements of ethical behavior and academic work as described in Tufts’ Academic Integrity handbook. If you ever have a question about the expectations concerning a particular assignment or project in this course, be sure to ask me for clarification. The Faculty of the School of Arts and Sciences and the School of Engineering are required to report suspected cases of academic integrity violations to the Dean of Student Affairs Office. If I suspect that you have cheated or plagiarized in this class, I must report the situation to the dean.

**Preferred Pronouns**

You can now make a note of your preferred name on SIS, although there is currently no similar process available on Trunk. If you have any specific pronoun preferences, please let us know.