

Yearbook Course Syllabus

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Welcome to photojournalism/yearbook! This is a fun but challenging class. Being a part of the yearbook & newspaper staff is a large responsibility, but by the end of the year you will have produced four quarterly school newspapers and a book of wonderful memories chronicling the 16/17 school year.

Course Description:

This is an elective course that gives students experience in print media publishing as well as a glimpse into running a small business and basic journalism. The course solely works toward the production and completion of the school newspaper and of a creative yearbook which records school memories and memorable events as well as the selling of the Apostles Lutheran School yearbook. This class is different from every course in that it is a real business. In class, students compose, construct, and edit all elements of a computerized text layout, graphic art, and digital photography. Students work on clerical operations, set budgets, marketing and advertising, conduct student, teacher and coach interviews, the supplement and the planning and execution of the yearend signing party. Students will be responsible for the proper care and handling of the Apostles' owned Chrome Books and digital cameras. The bulk of class time will be spent on generating computerized yearbook pages. The students will gain real world skills in time management, organizational skills, problem solving, team work, leadership, communication, compromise, and design principals. Students will often work in teams, but will also be expected to complete individual assignments timely. Some out of homeroom class time will be required.

Course Goals:

1. Students will become familiar with Jostens computerized yearbook design software.
2. Students will use a digital camera.
3. Students will conduct interviews.
4. Students will plan the design, theme and flow of the yearbook.
5. Design pleasing page layouts.
6. Work towards complete coverage of the history of the school year.
7. Work towards complete coverage of the student body.
8. Students will proofread, spell check and edit copy.
9. Meet all layout deadlines.
10. Work as a cohesive team.

Materials (all provided):

Their Apostles assigned Chrome-Book, a blue or black pen, a red pen, a pencil, a highlighter, sticky notes, a binder with dividers, a steno notebook, and the Jostens's publication site, Yearbook Avenue.

Instructional Procedure:

Material will be presented in lecture format in conjunction with handouts with emphasis on small group instruction. Round table discussions will start each class. Participation in all phases is absolutely required. This class requires a considerable amount of work. Attention to detail is very important and students must be able to work independently as well as in a group.

Grading:

Assessment methods will include written tests, quizzes, assignments, projects, class participation and meeting deadlines. The most important parts of your grade are page layouts and meeting deadlines.

65% Page Layout: Proper layout of the page, appropriate photographs, and assignments submitted on time.

25% Participation:

Preparation - coming prepared with all materials. Chromebook and class binder.

Involvement - communicating during class about subject, taking appropriate/useful photographs, and being cooperative.

Being on time to class- unless another teacher kept them over.

Attendance - according to the Apostles Lutheran School attendance policy

10 % Quizzes/Tests/Written Assignments: There will be a few quizzes/tests throughout the course to assure you have learned the proper information.

Layout page possible points (75 points):

Each layout page will have a specific deadline. You will be docked 2 points for every day past the deadline, NO EXCEPTIONS. Each spread will be scored as follows:

- 5 points headline placed (if no headline is required total possible points will be adjusted)
- 5 points for placing/modifying folio
- 10 points copy/names/quotes/scripture/captions (if none required total possible points will be adjusted)
- 10 points for photo placement
- 10 points for tagging photos
- 5 points for continuity with the overall theme of the yearbook
- 10 points for correct spelling (2 points deducted for every mis-spelled word)
- 20 points for meeting deadline (2 points deducted for every date passed deadline)

Participation daily possible points (5 points):

- 5 points on time to class, all materials ready for class (Chromebook & binder), full participation in discussions
- 2.5 if tardy to class (not due to another teacher keeping them over)
- 0 points unexcused absence, no materials in class, disruptive or off task behavior

Binder checks possible points (5 points):

- 5 points for having binder neat, tidy, everything in it, and organized (per the distributed outline)
[deductions will be made appropriately]
- 0 points will be given if the binder is not present

Please sign and return this page of the syllabus by Wednesday, September 7, 2016. This will be worth 5 points. The syllabus itself should remain in your provided class binder for reference.

I have read and understand the course syllabus above.

Student signature

date

Parent or guardian signature

date