

**Yearbook 1** F-1591, W-1592, S-1593

Grades: 9-10-11-12

Prerequisite: Prerequisite: Strong performance in 8<sup>th</sup> grade English or permission of instructor

Students learn journalistic copy writing for a yearbook, apply photo journalism techniques, page layout and design, ability to edit both copy and page components. Each student works independently on their separate assignments after practice copy writing and page assignments. Essential to writing a good story is the ability to interview for in-depth information. Taking photographs of the unique and exciting moments of activities and sports make stories come to life in the yearbook pages.

Students learn proper format and design for a good yearbook and understand the importance of planning pages and meeting deadlines. The yearbook staff prepares pages using an online program provided by the publisher. "Real life" deadlines established by the publisher determine due dates for each step of completing the entire yearbook so it can be distributed in the spring. Cocurricular activity time is needed to complete assignments, and especially, to attend events outside of the school day.

**Yearbook 2** F-1594, W-1595, S-1596

Grades: 10-11-12

Prerequisite: Yearbook 1 or permission of instructor

Second-year yearbook students have assigned positions on the staff with specific responsibilities in the production process. These will include marketing and sales, layout and design, copy, photography coordination, develop, read, and edit, set up specifications on the computer programs, schedule and maintain deadlines, and contacting past and potential advertisers. Yearbook 2 emphasis will be on management within one area of responsibility and on teamwork. Coordinating assignments with copy and photography in a customized layout will require knowing each staff member's role, and meeting deadlines.

Students will organize and coordinate the distribution of the yearbook in late May and work on the Spring Supplement. Time outside of class as a cocurricular activity is required.

**Yearbook 3** F-1597, W-1598, S-1599

Grades: 11-12

Prerequisite: Yearbook 2 or permission of instructor

This course is designed for third-year yearbook students with the responsibility of an editor. Budget and personnel management is a major focus, along with final responsibility for completion of pages for deadlines. Students will proof, edit work done by class members. During trimester 2, they will meet with the publisher's representative and coordinate assignments with staff. Students will work with staff in their editorial positions and meet two publication deadlines. The final trimester will have students team with the teacher/advisor in training and evaluating for promotion second- and/or first-year staff members.

In addition to their editorial responsibilities, editors will work in a mentor role with other staff. They will complete the final pages for the current book, assist in developing the following year's theme and cover design, and oversee the distribution of the yearbook in late May. Cocurricular work outside of class is required.