

# Avon Media Team

## Courses Quick Sheet



### Student Publications

#### Yearbook

Course Instructor/Advisor: Kelly Schonhoff ([knschonhoff@avon-schools.org](mailto:knschonhoff@avon-schools.org))

Room: A213/A206 Publications Lab

Prerequisite: Intro to Journalism and/or Intro to Photography (Must maintain an A or B in the course)

Grades: 10, 11, 12

*Instructor Approval & Teacher Recommendation Forms, as well as parent signature form, required.*

**Please see forms at end of document.**

Course Description: Student Publications: Yearbook includes two sections that provide practical training in publishing the school yearbook. Both sections provide the study of and practice in gathering and analyzing information, interviewing, and note-taking for the purpose of 1) writing; 2) editing; 3) publishing for print; and 4) broadcast media, including student publications. All sections include instruction and practice in effective journalistic writing forms and techniques as well as layout, design, and typography. Students will photograph the events and lifestyle of the school community to tell stories through both imagery and writing. Representative samples of amateur and professional journalism are studied, and student publications will conform to the appropriate style guide. The concept of responsible journalism is also discussed. A journalism lab, DSLR Cameras, and other desktop publishing technologies are used to support the curriculum. All sections plan, publish, market, and distribute the school yearbook. Since the sections are all co-curricular, after-school work and fundraising are required.

# AVON HIGH SCHOOL YEARBOOK APPLICATION



Name: \_\_\_\_\_

Grade: \_\_\_\_\_

## FULL DISCLOSURE

The Avon Treasure Chest yearbook is a business. In addition to producing a product (the yearbook), we raise money to support our business and make it successful. Therefore, staffers must consider their involvement in the journalism program as if it were a part-time job. If a staffer doesn't do his or her work or is not a productive member of our organization, it affects our product and our budget.

You will be expected to spend time working on the yearbook outside of school. This may include attending school events, taking photos, and/or staying after school to layout pages and edit copy. You will have responsibilities that require you to do work that can't be done during the school day. If you play sports, understand that you will have to work extra hard to balance your practice and game schedule with your academics and with yearbook. Time management will be essential.

The spreads we design, stories we write, theme we develop and photos we capture on a day-to-day basis are strictly confidential. Are you going to be able to keep yearbook information to yourself? Please know spreading information about what we are working on is grounds for dismissal. It is crucial that the yearbook be fresh and special when it is delivered — not yesterday's news.

Talking to people will be another huge part of your job. That includes students of all grade levels, teachers, parents, coaches, business owners, and anyone else you may need to interview.

Students are encouraged to purchase their own SD memory card to use for the year for photography jobs; however, this is not required. There will be cards available to use in the lab.

Please sign below to indicate you have read and understand the above information.

Student signature: \_\_\_\_\_ Date: \_\_\_\_\_

Parent signature: \_\_\_\_\_ Date: \_\_\_\_\_

## Teacher Recommendations:

Attached are two recommendation forms. Please provide the forms to two teachers to fill out on your behalf. They will submit these directly to Mrs. Schonhoff's mailbox.

# YEARBOOK STAFF RECOMMENDATION FORM



Thank you for helping me in my never-ending quest for the best yearbook students in the universe. Please be candid — these are for my eyes only. Please return to Kelly Schonhoff' s mailbox in the main building.

Candidate: \_\_\_\_\_ Grade next year: \_\_\_\_\_

Teacher/Recommender: \_\_\_\_\_

Course Taught to Student: \_\_\_\_\_

When you taught this student and how well you know his/her character: \_\_\_\_\_

|  |     |    |               |
|--|-----|----|---------------|
| Consistently puts effort into work           | yes | no | maybe/comment |
| Is trustworthy                               | yes | no | maybe/comment |
| Is a good team player/lab partner            | yes | no | maybe/comment |
| Approaches challenges with a can-do attitude | yes | no | maybe/comment |
| Is likely to learn on his/her own            | yes | no | maybe/comment |
| Is good with computers                       | yes | no | maybe/comment |
| Is a creative/artistic thinker               | yes | no | maybe/comment |
| Is mature and can handle responsibility      | yes | no | maybe/comment |
| Can handle a challenge                       | yes | no | maybe/comment |

Other comments:

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Other comments: