

Yearbook

2011-12 School Year

Instructor: Amy Cassell

CLASSROOM: A205
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CLASS HOURS: 3A 12:28-1:53

COURSE DESCRIPTION

Prerequisite: Introduction to Art

Students in the Yearbook class are the leaders and decision-makers of the yearbook staff of WHS. Students will complete the wide range of tasks to create a quality yearbook that reflects the pictorial history of the school activities for the present school year. The following list is extensive, however, probably not inclusive.

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|--|--|
| Ø Develop a theme | Ø Editing |
| Ø Design cover, end sheets and title page that reflect the theme | |
| Ø Create a workable ladder | Ø Create master designs for each section |
| Ø Set up type specs and graphic elements for each section | |
| Ø Determine story ideas & photo ideas | Ø Set up story and photo assignments |
| Ø Organize sale and distribution of book | Ø Sell advertising |
| Ø Finalize completed computer pages | Ø Establish and meet publication deadlines |
| Ø Create layouts using YearTech online | Ø Section and page development |
| Ø Writing stories, captions and headlines | Ø Creativity and design |

Standards of Evaluation:

- Ø Grades are based upon the effort and quality of completed work.
- Ø The quality completion of individual and group assignments.
- Ø Meeting the staff established deadline schedule.
- Ø Adherence to staff established deadlines

CLASSROOM RULES

Rule 1 – Be on time to class

Rule 2 – Stay on task

Rule 3 – Cell phones go in the designated box at the beginning of the class period. They remain in the box until the bell rings even if you leave the room.

Rule 4 – I-Pods and other listening devices may be used only if the teacher is not teaching, the student IS able to hear instructions, and the teacher approves.

**Additional procedures as reviewed in class are to be followed.

Rule 5 – Listen to instructions

Rule 6 – No improper language

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GRADING

Grading procedures are as follows:

○ Layouts for Yearbook/Assignments

Layout rubric includes:

- 100 points for meeting deadline (*deduct 2 points for each element missing on the day layout is due. PL*)
- 70 points for quality of layout (see rubric)

○ Daily Performance by student (reviewed by teacher) 5 points daily

1 = on time 3 = on task 1 = attitude

Students will have 2 days to make up a missed class or a 0 will be given for daily points. Students will be allowed to make up all of the daily points for missed class periods IF the student has informed the teacher of the absence beforehand and/or the absence is an excused absence. If the absence is unexcused half of the daily points may be made up. Missed class may be made up during a 40 minute Advisor Base or during another arranged time.

○ Photographs

20 points per week based on effort/quality of photographing events, candid, etc

Student must note on specified paper where/when/etc photographs were taken for credit.

Teacher will not keep track for this for the student.

If students says he/she will take pictures and does not then 5 points will be lost per event.

○ Ad Sales (determined by number of staff members, subject to change based on budget)

Each staff member must sell X ads 10% per ad sale

Entire staff must sell a cumulative of X ads 2% per ad

Our out of town ad sale day in Manhattan/Wamego is worth 100 points.