STUDENT PUBLICATIONS: YEARBOOK 1

Grade Level:  10-12
Course #:  1086(Y)
Length:  Full Year Course
Credits: Two
Prerequisite:  Journalism 1-1 and Journalism 1-2

COURSE DESCRIPTION:

This course provides the study of and practice in gathering and analyzing information, interviewing and not taking for the purpose of writing and editing the yearbook. This course will begin its study of effective journalistic writing, layout, and design where the year of journalism study leaves off. Computers and technology appropriate to yearbook writing and layout will be used. Students will plan, publish, market and distribute the yearbook. (This course does not satisfy any of the eight semesters of required English.)

COURSE OUTLINE:

I.  Explanation and selection of staff positions
   Review for second year students
   A.  Terms (Standard 4)
   B.  Decision of theme, cover, ladder, section topics, and style
   C.  Selling/billing advertising
   D.  Instruction of layouts and other information on the computer (Standard 6)
   E.  Instruction of digital camera usage (Standard 6)
   F.  Photo assignments

II. Preparing the yearbook
    A.  Assign copy, peer edit, proofread, type, and deadlines for copy (Standard 4)
    B.  Begin decisions for design, color and fonts
    C.  Work on cover, endsheets, division pages
    D.  Type school/faculty list
    E.  Work with digital cameras (Standard 6)
    F.  Photo assignments
    G.  Photo editor/photographers meet with section editors to decide photo needs
    H.  Place layouts on computers (Standard 6)
    I.  Folios on pages
    J.  Import pictures, copy, captions, et. On computer layouts (Standard 6)
    K.  Write captions for pictures (Standard 4)
    L.  Work on headlines for pages (Standard 4)
    M.  Take and identify club pictures
    N.  Senor group picture
    O.  Proofread and look over all pages for completion (Standard 4)
    P.  Send pages to plant or submit online
    Q.  If proofs, check as they arrive (Standard 4, 6)
    R.  Start planning next year's book (end of year.)
III. Yearbook Sections (Section Editor Responsibilities)
Second and Third year students have the opportunity to hold editor positions
A. Theme
   1. Incorporate theme throughout book
   2. Editor-in-chief, with assistance of assistant editor, designs theme pages and works with photographers to get needed theme pictures.
B. Student Life, Academics, Clubs, Sports, Ads (Each section will be addressed independently)
   1. Incorporate theme
   2. Decide on ideas for section
   3. Work with photographers to get needed pictures
   4. Assign copy
   5. Design practice layouts
   6. Transfer practice layouts to computer layouts and import information when necessary (Standard 6)
   7. Decide color and how it will be used in this section
   8. Turn pages before deadline to be edited for necessary changes (Standard 4 & 6)