Yearbook Course Syllabus

Mrs. Bernardi // Room 208

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**Yearbook Production**: You are historians, journalists, and artists putting together a photojournalistic book that will be on shelves for many, many years to come. What you do in this room directly affects every person in the Morris High School community but that’s not all. It also affects members of the whole Morris community, future students to MCHS and their families, and your own future 38-, 58- and 78-year-old selves. It is an honor and a big responsibility to be a part of the yearbook staff. Thank you for making the commitment.

**Course Description:** Yearbook is an elective-course that creates *The Chief* yearbook. The staff is responsible for design, content, layout, sales, and distribution of the book. Because of this, staffers must be organized, responsible, professional, productive, and creative. In this course students will gain skills in one or more of the following areas: page design, publishing techniques, copy writing, editing and photography. This course requires students to be available **outside of school hours** to attend sporting and school events, activities, etc. Participants gain useful, real world skills in time management, marketing, teamwork, and design principles.

**Materials:** You’ll need the following items in class with you each day.

// MCHS Planner or equivalent planner

// SD Card (8MB or more)

// Notebook, Folder

// Pens, Pencils, etc.

**Class Requirements:** Students will

// Communicate effectively with peers and adults

// Complete assigned pages

// Include names on every photo

// Spell names correctly

// Proofread their work

// Take photos of assigned sports/activities

// Interview students, teachers, coaches, sponsors, and administrators

// Attend various athletic and activity events (in and out of school)

// Participate in fundraisers and distribution events

// Sell advertisements to the local community

**Grading Procedure:** 85% of final semester grade is based upon page production, meeting deadlines, participation, attend events, organization, various assignments/quizzes/tests throughout the semester. 15% of final semester grade is based upon the final exam. The final exam may be written and/or creative design.

**Attendance:** Participation points will be given for attendance and productivity. In order to meet necessary deadlines, it is imperative students are attending class especially during deadline weeks, picture days, and distribution days. Jostens’ program **Yearbook Avenue** can be accessed from any computer on any network.

**Plagiarism and Academic Dishonesty** are not tolerated. Students must submit only individual, creative work. Interviews should be conducted in person, and when at all possible, use a recording device. Students will be taught about the use of copyrighted photos and information during class lessons. Any student caught plagiarizing or manufacturing quotes/facts will receive a referral, which includes a zero on the assignment and a phone call home.

**Technology:** Students will have access to school computers and school cameras for their assignments. The students may check out cameras when needed for events. Students are responsible **in full** for any damage to either device.