

□. **Yearbook/Graphic Design Class** **Syllabus**

2024-25

Instructor Contact Info:

Mrs. Vargas

dvargas@maxwell.k12.ca.us

(530)438-2291

Extension: 12103

Yearbook Production:

You are historians, journalists, and artists putting together a photojournalistic book that will be on shelves for many years. What you do in this room directly affects every person at Maxwell High School, the community, future students, and their families. Being part of the yearbook staff is an honor and big responsibility! Thank you for committing!

The Business of Yearbook Objectives:

In order to capture and record the current school year for enjoyment and reference in the future, students will:

-write copy and captions in an appropriate journalistic style for the yearbook

-use good photo techniques

-design a professional, attractive theme-based yearbook

-write effective headlines and captions

- edit, proofread, and evaluate your own work and that others**
- work cooperatively within the deadlines and budget limitations**
- learn and use effective sales and promotional techniques**

Class Outline:

- intro to yearbooks**
- theme development**
- photography**
- writing**
- putting it all together**

Outside-of-School work:

When you signed up for the yearbook, you signed up for extracurricular activities as well as a class. Much of the work of the yearbook is completed outside of class. We will have sign-ups for students to attend activities and sports events, interviews, and sell business ads.

Grading:

Your grade will be determined through the following:

- Participation**
- Page spreads**
- Individual weekly assignments**

My expectations:

- Professionalism**
- Teamwork**

- **Honesty**
- **Trust**
- **No inappropriate phrases or pictures**

Failure to comply with these expectations will result in disciplinary actions including a 0 in the class*

Deadlines:

I will research and find out our deadlines for page spreads and will put a calendar together once I have a better idea of this. We do want to stay on track and complete before deadlines.

I'm looking forward to all students participating as yearbook team members!!

YEARBOOK STAFF MEMBER:

- **I agree to use the Yearbook equipment for yearbook purposes only**
- **I acknowledge responsibility for the equipment's physical condition**
- **I acknowledge all students who signed the check-out form are held full and responsible for the cost/damage of equipment.**

Student Signature _____

Date _____

Parent Signature _____

Date _____

Please return to Mrs. Vargas by 8/21/24