

# Journalism (Yearbook) Syllabus

*Ms. Patterson*

*VHS 2023-2024*

**Welcome:** I am so excited to be serving as your Yearbook Advisor for the 2023-2024 school year! Together we will overcome challenges and celebrate our triumphs as we create a sensational yearbook that documents the year to come. I expect each of you to have patience, an open-mind, and a willingness to learn as we navigate this course together! Good luck! 😊

## **How to Reach Me:**

1. salina.patterson@hcbe.net
2. Google Classroom
3. (478)218-7537

## **Course Objectives:**

In this course students will foster growth in journalism, business, and leadership through the production and completion of the VHS yearbook. Students will produce pages for the yearbook, learn guidelines for basic and advanced layout, journalistic terms, and skills for writing copy and captions. Students will also be in charge of advanced yearbook sales and advertising sales.

- Journalism
  - Write and edit feature copy, headlines, and captions
  - Design layouts
  - Recognize quality photographs
  - Consider audience interest
- Business
  - Devise ad and yearbook sales campaigns
  - Keep accurate records of monies generated and spent
  - Design and sell ads
  - Interact with community business leaders
- Leadership
  - Accept responsibility and constructive criticism
  - Work with others to accomplish goals
  - Develop strong interpersonal relationships
  - Become a more effective leader

## **Class Rules:**

1. Be Respectful  
Maintain a respectful and positive attitude towards the teacher and other students. Bullying will not be tolerated.
2. Be Prepared  
Come to class with the necessary supplies. Complete all assignments and be ready to work.
3. Be Engaged  
Give me your attention, curiosity, interest, and optimism. Be ready and willing to participate.

## **Grading:**

**Major Assessments:** 45%  
At least 5 per semester  
**Minor Assessments:** 20%  
At least 8 per semester  
**Daily Work:** 15%  
At least 15 per semester  
**Final Assessment:** 20%  
Final Exam (Fall & Spring)

\*This course includes a cumulative exam at the end of the semester.

**Supplies Needed:** Chromebook, Notebook Paper, and a Writing Utensil

Tissue and sanitizer donations are greatly appreciated!

**Infinite Campus:** Student grades can be monitored by checking Infinite Campus. Both parents and students have access to Infinite Campus and should check it regularly.

**Optional Purchases:** As a member of the yearbook staff, you can purchase a personalized yearbook at a discounted price of \$45. Your yearbook can include your name and up to four icons. Additionally, as a class we will create a yearbook t-shirt. The t-shirt cost will be from \$15-\$20, depending on the intricacy of the design and colors.

\*More information on the yearbook and t-shirt order will be forthcoming. Be sure to look for updates on Google Classroom.

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**Makeup Work:** You must attend class regularly in order to be successful in this course. If you are absent, it is **your responsibility** to see me to obtain missed notes/ assignments and schedule a time to complete them. You have **five days** to make up the missed work. After five days, the missed assignments will **not** be accepted.

**Late Work:** You will receive half credit for up to five days after the due date for late assignments.

After five days, you will receive a **zero** for the missing work.

## **Yearbook Responsibilities:**

- You will be required to work on yearbook pages daily. You will find info for your pages (pictures and body copy) and will submit it on or before the deadline.
- All information regarding the yearbook is confidential until it is released in the spring. It is **YOUR** responsibility to ensure that **no** yearbook information leaves the room.
- Assigned pictures and information for pages are **YOUR** responsibility. If you cannot attend your assigned event, it is **YOUR** job to find someone who can.

**Retest Policy:** Students may retake TWO major assessments per semester within one week after the grade is returned. Students may not retest if they were found cheating or plagiarizing. Students may not retest if the task was never initially completed.

## **Camera Use & Replacement Cost:**

By checking out the school cameras, you assume replacement cost (point/click digital cameras: \$50, DSLR: \$300). It is your responsibility to assess the camera for any issues prior to check out. Cameras must be checked in and out by the instructor.

**Curriculum Info:** The curriculum for this course is aligned with the Georgia Standards of Excellence (GSE) for journalism.

Visit [Georgiastandards.org](http://Georgiastandards.org) for more information regarding GSE.

**Yearbook Avenue:** To complete the yearbook, we will be using the Jostens platform Yearbook Avenue. All pages for the yearbook will be completed using the tools in this platform. It is vital that you are familiar with how to navigate this site in order to submit your pages on time. You are encouraged to access Yearbook Avenue outside of class and familiarize yourself with its features at the start of the semester. We will have several lessons that will allow you to practice using Yearbook Avenue prior to creating actual yearbook pages, but please explore the platform on your own and bring your questions to the yearbook advisor or one of the editors.

## **Accessing Yearbook Avenue:**

**Step One:** Go to [yearbookavenue.com](http://yearbookavenue.com)

**Step Two:** Enter the year "2024" and the job number "40689"

**Step Three:** Your username is your first initial + last name. Your password is your first name + 2024.

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**Student Name:** \_\_\_\_\_ **Class Period:** 5<sup>th</sup>

## **Parent/Guardian Contact Information:**

Parent/Guardian Name: \_\_\_\_\_

Parent/Guardian Email: \_\_\_\_\_

**\*Email is my primary method of contact.**

**Please ensure that you list a working email that is regularly checked.\***

Parent/Guardian Phone: \_\_\_\_\_

Questions/Comments/Concerns about your student: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

By signing below I acknowledge that I understand the expectations of Ms. Patterson's class. I agree to not only abide by the rules and procedures described in this syllabus, but also all rules outlined in the Veterans High School student handbook. I understand that failure to do so will result in disciplinary action.

Student Signature: \_\_\_\_\_

Parent/Guardian Signature: \_\_\_\_\_

Date: \_\_\_\_\_

\*Please return this page ASAP\*