

Desktop Publishing

One Semester

11th & 12th Grade

Course Content

Students will learn Adobe Photoshop Elements 18 to use for photo editing and designing page layouts. Students will learn the internet based yearbook publication application, Webease, offered through Lifetouch to produce the school's yearbook. Production of the school yearbook is the culmination of the processes learned.

Software

Lifetouch Internet site--Webease

Photoshop Elements 13

Hardware

Digital Camera

Scanning

Class Expectations

Be respectful of everyone in both words and action.
Be on task.

Grade Components

Points are given for the following tasks:

- Assignments completed as directed
- Behavior toward others
- On task

Class Procedure

- Place your cell phone in the holder and sit at your assigned seat.
- Sign in to your computer and launch Office365 and the specified application for class.

- Complete assignments as given and turn in the IN box when completed.
- When designing yearbook pages, complete pages by deadline (approximately one page per week).
- One person at a time will be excused to use the restroom. Fill out a yellow pass and get my signature.
- At the end of the class period, return workbooks, clean work area with a sanitizing wipe, straighten work area, and wait by your machine until the bell rings.