

# Mountaineer Yearbook Course Syllabus

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2023-24  
3rd Period  
1 Credit

## Course Description

In this course, you will gain, develop, and master skills in one or multiple areas of the yearbook creation process. Whether you're interested in page design, photography, copywriting, marketing, or any other skill required to create a memorable yearbook, you'll be able to come to class every day and learn by doing. Outside of developing these individual skills, we're also working towards a single, shared goal: to create the most memorable yearbook Tuscola HS has ever seen.

## Course Philosophy

You will be challenged, you might very well stumble, but you'll come out at the end of the semester with new and improved skills and pride in the yearbook we created together. Quality work is an expectation in this classroom. Assignments are only complete once they've been added to the yearbook and approved; until that moment, you will have ample opportunity to redo work until it's as good as it can possibly be. Regardless of your role, we will all work as a team. While your individual assignments are important to the success of our yearbook this year, your ability to work alongside your peers, collaborating in every stage of yearbook creation from brainstorming to proofreading, is the only way we can create an incredible yearbook together. You will be graded on...

## Course Objectives

1. Students will be able to...Work as a team
2. Students will be able to...Create and Edit word/visual documents
3. Students will be able to...Meet Deadlines
4. Students will be able to...Interact with school and local community

## Required Resources

### Hardware

- 2 Inch, 3-Ring Binder for materials and handouts
- Chromebook/Laptop
- Digital Camera (if you own one)
- Cell Phone

### Software

- Jostens Yearbook Avenue
- Adobe Spark/Canva
- Google Docs
- Google Classroom

Please note that you do not need to go out and purchase any of these materials. Rather, they will be made available to you either in class or via our agreed-upon sign-out process.

### **Replacing lost or damaged equipment**

You are responsible for the physical security of any equipment that you borrow from the school. As such, you must sign the check-out form whenever you take a piece of equipment for yearbook-related use. In the event something is damaged or stolen, you will be held financially responsible. You agree to pay for the replacement/repair of that equipment.

## **Student Evaluation**

### **Daily Grades**

Much of what we do is participation based. Most of the grading will be completion/deadline based. There will be classwork at the beginning and end of the school year.

- On Time--100% Credit
- By the end of the week in which assigned--85% Credit
- After the week assigned--0% Credit
- Special conditions ONLY for Death in the family or documented illness. Must communicate with Mr. Melville.

## **Course Rules & Requirements**

You are responsible for following all school-wide rules (see student handbook). In addition, in this course you will also be held responsible for the following:

### **Classroom Expectations**

- **Just Try!!**
  - **Nothing more--nothing less**
- **Be impeccable with your words**
  - **Say what you mean and mean what you say**
- **Don't take anything personally**
  - **The only thing you can control is *your* reaction**
  - **Don't give someone else the power to ruin your day**
- **Don't make assumptions**
  - **Ask quality questions!**

Most importantly: work hard and have fun!

## Plagiarism

Simply put: Don't do it. It's one thing to copy a classmate or steal a paper from Sparknotes; it's another thing to stick something you found elsewhere into a yearbook that'll be published, poured over, and saved for years to come. I would rather you handed something in late than result in plagiarizing. See school policy on academic honesty for a more detailed explanation of plagiarism.

## Attendance Policy

.The absence policy for Tuscola High School will be followed in this class. Students may miss 6 days in a class, excused or unexcused. If a student misses days 7, 8, or 9, they must make up those absences minute for minute at after school attendance make-up sessions, which will occur later in the semester. If a student reaches 10 absences, they must appeal to the office for course credit. If absences are not made up and/or a student doesn't appeal for course credit, credit will be denied for the course. Students will have 2 days per absence to make up any missed assignments. It is the student's responsibility to obtain work missed.

- **Tardies/Check Ins/Check Outs:** Once a student exceeds a total of 6 tardies, student can expect a series of consequences: 7-10—lunch detention/11&12—30 minute work detail/13&14—60 minute work detail/15&up—1 day ISS each. A student must be in class for 45 minutes (half of the class period) in order to be counted present.

## Out of Class Participation

While most work can be completed in class, in order to create the best yearbook possible, all of us are going to need to put in some time outside of regular class hours. The nature of the school events we'll be covering and of publishing deadlines means that you'll need to put in time after school and, occasionally, on Saturdays, too.

## Parent / Guardian Acknowledgement

Please read this course syllabus carefully. If you have any questions, please feel free to call or email me. This slip must be signed by both the student and a parent or guardian, and returned to by the end of week 1. Please keep the syllabus for your records.

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Parent(s)/Guardian Signature

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Student Signature

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Date

☐ I DO give permission for my child to travel during the school day to sell Yearbook Ads

☐ I DO NOT give permission for my child to travel during the school day to sell Yearbook Ads

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Parent(s)/Guardian Signature