

# Welcome To Yearbook

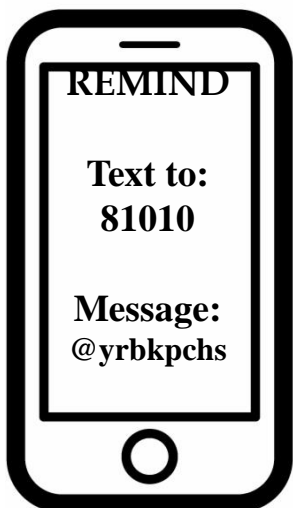
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Pirateeducation.weebly.com

## 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 Seeley-Swan High School community but that's not all. It also affects members of the whole Seeley-Swan community, future students to SSHS 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!

Our yearbook will have credibility with its audience; it contains facts and can be used for record keeping. A journalistic approach will teach skills in business, graphic design, visual communication, writing, photography and collaborative relationships; all which will serve you in whatever field you decide to pursue in the future. This yearbook *will* stand the test of time as 2020-2021 will be unlike any other yearbook in the school history!



I really use the Remind app; please join our class. I send reminders, notes, handouts, and other tidbits. Use your real name!

**DEADLINE**



- MEET ALL DEADLINES. Missing deadlines costs money!
- Check the website
- Ask me with questions/
- It's your responsibility to talk to me about work.

## Class Outline

Yearbook basics, theme development, photography, design, writing, deadlines, business, interview skills, professionalism, editing, proofreading, creativity, putting it all together

## Work Ethic Expectations



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We use the point system. Assignments may change at the teachers' discretion. Yes, you are earning a REAL grade.

- Individual weekly progress
- Journalistic integrity
- Page spreads
- Assessments
- Participation
- Deadlines
- Quizzes/ test/s projects



## Outside of School Work

When you signed up for yearbook, you signed up for an extended extracurricular activity as well as a class. Much of the work is completed outside of class. Students must be present at activities and sports events, conduct interviews, and sell this yearbook!



### Bring to every class

- ✓ Paper, pencils, pens
- ✓ Camera access (we don't have enough; you will need access to a camera)
- ✓ HJ eShare app (code-pcyearbook)
- ✓ Solid work ethic
- ✓ Great attitude
- ✓ Work well as a TEAM



Classroom wish list: hand sanitizer, paper towels, tissues

### Hall Passes

Handle your business before class. Class begins when the bell rings; class ends with my dismissal.



## GENERAL GUIDELINES

1. Attend all class sessions unless prevented by illness or emergency; you must contact the adviser when you are absent.
2. Do not leave the staff room without permission and a pass.
3. Be on time. Be present, prompt, and alert for every class.
4. Maintain a staff notebook and use it ONLY for yearbook materials — handouts, notes, etc. Bring your material everyday. We will not be wandering the halls or sharing supplies. .
5. Materials (Keep layouts, photos and other yearbook materials ) should only be removed if you are working on them at home, and then only with the adviser's approval.
6. Discuss yearbook business with staff members only! Do not reveal cover, theme ideas, feature story ideas, photos, internal affairs, etc. with non-yearbook staff/friends/students/ teachers.
7. Stay in your assigned seat unless given permission to move. We need to socially distance.
8. Keep up! Meet deadlines, so your grade and your staff don't suffer.
9. Follow all school and system policies as stated in the student handbook.
10. Ask questions, be respectful, share ideas, be creative, have fun!

## FIVE GOALS FOR THIS YEAR

1. Become a unified, dedicated team who works hard together and has fun together.
2. Make all staff and publisher deadlines.
3. Include more people in candid photos and feature stories; exclude staffers and their friends whenever possible.
4. Keep our staff room clean, organized, and comfortable.
5. Do your part so that others don't have to do it for you.

**Class Procedures** –1. Check your grade online, Use the PowerSchool app; be responsible for knowing your progress in this class. 2. No personal grooming in class. Enough said. 3. Respectfully listen when others are speaking. 4. Take your stuff with you, don't leave it with me. 5. I want results, not excuses. 6. I expect honesty, integrity, and hard work 7. Social distance; 6 feet apart. 8. Wash your hands 9. Prevent the spread of disease 10. Masks are encouraged! Be the rest YOU there is.

**Important Tidbits** – 1. We follow the school exemption policy. 2. Everything is culminative. 3. Grades are computer generated. 4. If we shut down, the yearbook continues. 5. Email me with questions or concerns.

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# Let's Begin!

# Grading Descriptions

All yearbook staff members earn a grade for this class. This is my first year, but here's how I view the different grade letters. This isn't the "be all and end all" list of how to earn the grade you want, but it's how I picture success.

## A student

1. Meets **ALL** final deadlines and mini-deadlines
2. Produces work that is judged consistently **excellent** by editors and adviser.
3. Has an excellent attendance record.
4. Has **no complaints** from teachers or staff while interviewing/taking pictures.
5. Shows a **positive, cooperative attitude and a willingness to work** as a team member. This includes participation in fundraisers, book sales, staff activities, photo assignments, etc.
6. **Keeps all work and materials organized** and neat and maintains an up-to-date staff notebook.

## B student

1. Meets **ALL** final deadlines and mini-deadlines
2. Produces work that is judged consistently **above average** by editors and adviser.
3. Has an above **average attendance** record.
4. Has **no more than ONE complaint from teachers** while interviewing/taking pictures.
5. Shows a **cooperative attitude and a willingness to work as a team member**. This includes participation in fundraisers, book sales, staff activities, photo assignments, etc.
6. Keeps all work and materials organized and maintains an up-to-date staff notebook.

## C student

1. **Misses no more than ONE final deadlines** and meets **MOST mini-deadlines**.
2. Produces work that is judged **acceptable** by editors and adviser.
3. Has an **average attendance** record.
4. Has **more than ONE complaint** from teachers while interviewing/taking pictures.
5. **Participates** in some fundraisers, book sales, staff activities, photo assignments, etc.
6. **Keeps track of all staff materials** and maintains a reasonably accurate staff notebook.

## "F" student... Should not be in yearbook and will be removed

1. Misses more than **ONE final deadline** and mini-deadlines.
2. Produces work that is **judged partly unfinished or unfinished** by editors and adviser.
3. Has a **below average attendance** record.
4. Has **more than TWO complaints from** teachers while interviewing/taking pictures.
5. **Does NOT participate** in fundraisers, book sales, staff activities, photo assignments, etc.
6. **Does not keep track of staff materials**, or an accurate staff notebook.