

# Yearbook

## Course Description:

This class is for students who want to learn the different skills required in publication and who want to pursue careers such as project management, photography, graphic design, copywriting, and social marketing. Students will get a bird's eye view of the duties of these positions as they work collaboratively and creatively to produce the yearbook. Projects will be highly dependent on group work and assignments completed **outside of class**; success will depend on daily engagement. **The yearbook only reflects the effort given to it by the students. Mr. Souza does not participate in the duties of yearbook class.**

## Leadership:

Yearbook consists of four leaders:

- Editor In Chief
- Production Editor
- Copy Editor
- Photography Editor

These leaders are willing to go above and beyond for the production and success of the yearbook. These leaders will be asked to fulfill the expectations of their role.

## Grading: Classwork = 25%, Spread Assignments = 75%

### ***Classwork, 25% of overall grade***

- Youbook Assignment
- Software Tutorials
- Photography Practice
- Caption Practice

### ***Spread Assignment, 75% of overall grade***

Each spread assignment is assessed on the following:

Spread Pitch, 25%	Professionalism, 25%	Proficiency, 50%
<ul style="list-style-type: none"><li>- Lookbook</li><li>- Presentation outlining your ideas for a spread</li></ul>	<ul style="list-style-type: none"><li>- Deadlines</li><li>- Collaboration</li><li>- Communication</li><li>- S.T.R.O.N.G</li></ul>	<ul style="list-style-type: none"><li>- Graphic Design</li><li>- Photo Contact Sheet</li><li>- Photo Editing</li><li>- Copywriting</li><li>- Theme</li></ul>

## Classroom Behavior and Policies:

Students will **respect** equipment, peers, and workspace to create an environment that is

professional and safe. A **professional work environment** will be the highest priority for students and teachers.

**S.T.R.O.N.G:** Everyone in class (including me) is expected to comply with Franklin's "STRONG" behavioral framework; we will Strive to be Thoughtful, Respectful, Organized, Neighborly, and Generous.

**Restorative Justice:** I will approach all interactions from a Restorative Justice framework. I will strive to mend broken relationships and avoid exclusionary punishments. I will collaborate with the people and groups who support you: parents/guardians, counselors, coaches, Step Up advocates, etc. My goal is to keep all of my students in the classroom, engaged in the content, feeling safe and respected.

**Absences and Tardies:** Per the FHS Student Handbook, missing over 20 minutes of class results in an Absence. This includes extended pass use. Please aim to be on time and in class, ready to engage. Communicate with me or another adult you trust if you are having difficulty making it to class or staying in class. During production time if you go missing from your group this will result in an absence. If you are not with your group then you are not in class.

**Language:** The use of racist, sexist, homophobic, or other derogatory remarks is prohibited in this class.

### **S-222 and S-220**

**S-222 Computer Lab** Is only available for projects assigned in **Yearbook**. Because we can work on our spreads from anywhere, priority will be given to Video Production students during tutorial.

**Lab Hours:** The editing lab can be made available during lunch or after school.

**Cameras:** We have five cameras available for checkout. All cameras need to be checked out using our checkout system and ok'd by Mr. Souza.

### **Recommended Materials:**

Writing journal for notes and names at events

**Flash Memory Card (SD card, 16GB minimum)**

USB Flash Drive (8GB minimum)

Headphones/Earbuds

### **CELL PHONE AND ELECTRONIC DEVICE POLICY**

The responsible use of cellphones and electronic devices supports our school's academic and social environment.

## **Student and Staff Responsibilities**

Cell phones and electronic devices are required to be off and away during all class periods, unless a teacher permits their use for instructional purposes only.

Cell phones and electronic devices are off and away during restroom breaks or while students are in the hallways during a class period. Students are allowed to use cell phones and electronic devices during passing periods, lunch break, and tutorial period.

## **Accountability**

**1st Violation: Student cell phone or electronic device will be stored in the main office for the rest of the school day. Student will receive their phone at the end of the school day. Incident will be entered into student information system. Parent will be contacted.**

2nd Violation: Student cell phone or electronic device will be stored in the main office. Parent or guardian is required to retrieve the phone or device.

3rd Violation: Student will lose their right to have cell phone or electronic device on school campus. Further violations can result in suspension from school.

## **Contact information:**

Adam Souza

[asouza@pps.net](mailto:asouza@pps.net)

503-916-5140 ext 84479

Parents/Guardians and Students:

I ask that you review this syllabus and sign the form indicating that you understand the following agreements:

Students will behave in a safe and professional manner at all times, respecting peers, equipment, work spaces, and the quality of their work.

Students will abide by the Franklin High School code of conduct and will use the tools given to us by the Franklin STRONG mantra while collaborating with our peers in class and while covering school events.

Students recognize that the first violation of the cell phone policy results in the removal of their cell phone for the day.

Students may be responsible for any damages accrued while in possession of camera equipment and may be asked to pay for said damages.

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

Email: \_\_\_\_\_

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

Email: \_\_\_\_\_