

# **Mesa Grande Academy**

Yearbook  
2007-2008

Teacher: Mr. Matsuda

Text: A variety of sources will be referenced.

Objective: You will study basic facts, learn current concepts in yearbook designing, and produce the school's print yearbook.

Supplies: Pencils, Erasers	Three Ring Binder
Notebook Paper	Digital Camera

Attendance: Daily attendance is mandatory.

Seating: Seating is assigned.

Citizenship: For each class you attend on time, you will receive 100 citizenship points (if you are absent, an "ab" will be entered which will not affect your grade). Your daily citizenship grade will decrease by 20-100 points for the following: being tardy, being out of dress code, bringing food or drink of any kind into the classroom, chewing gum, leaving the classroom for any reason with or without the teachers permission, not having your own supplies for class, assignments not completed before class, not taking notes, not working on your layout, leaving the workstation untidy, unorganized notebook, disruptive behavior, arguing with the teacher etc... It is possible to end the day with a negative citizenship grade. Having points deducted does not eliminate the possibility of receiving a referral. Please make smart choices.

Project: Yearbook is a project-based course. You will be assigned several layouts for the Academy Yearbook. Your grade will be based on completing the layouts as discussed by the published deadline as well as the quality of the work. The teacher must approve all layouts.

Layouts: Layouts are divided into three major steps. Step 1 is the sketch. Sketches are the drawn out ideas of the page you will be creating on the computer. All sketches must include labeled boxes for pictures, text, and title. Sketches must be completed before computer layouts are created. Step 2 is the computer layout. Computer Layouts are the sketches recreated in the computer. They include all the elements from the sketches (boxes for pictures, text, and title), plus, the layout's background. Step 3 is the Final Product. The Final Product is the computer layout with pictures, text, and title placed in their respective boxes. This is the layout that will be printed. Remember, you are responsible for all the elements of your layout.

Yearbook Ads: The Graphics Lab is where it is today because of the financial generosity of the local community. As a valuable member of the yearbook staff, you need \$400 in advertisements (churches, schools, & seniors are off-limits). These ads (layout design, artwork, payment, & signed contract) must be in hand prior to the agreed deadline to receive full credit toward your final grade. Yearbook ads is your first project.

Deadlines: Deadlines must be strictly adhered. Missing deadlines will cause loss of production time as well as undue financial burdens. Therefore, missing deadlines will adversely affect your final grade. There are no such things as make-ups or submitting late work.

Semester Exam: There are no semester exams in Yearbook.

Extra Credit: Extra credit will not be given.

Commitment: I understand that Mesa Grande Academy's Publication Programs are unique and demanding. Inherent in publications of this nature are time and deadline demands that must be met. As a result, I pledge my time and energy, in and outside of class, and accept my responsibility and consequences in the fulfillment of all deadlines.

Grades: Quarter Grade is an interim progress report of the semester grade.

Semester Grade = 100% Projects

A+..98-100	B+..87-89	C+..77-79	D+..67-69	F ..0-59
A ..93-97	B ..83-86	C ..73-76	D ..63-66	
A-..90-92	B-..80-82	C-..70-72	D-..60-62	

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Print Student's Name

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Print Parent's Name

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Student's Signature

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Parent's Signature

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Date

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Evening Phone Number

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Date