

GLENDALE UNIFIED SCHOOL DISTRICT

Senior High School

July, 1973

Department: English  
Course Title: Yearbook 1-2  
Course Number: 1433, 1434  
Grade Level: 11, 12 (10 if recommended)  
Semester Hours: 10  
Prerequisite: Recommendation of the counselor and instructor. Art, journalism, or photography background is recommended.

I. Goals

The student will

- A. Participate in all phases of yearbook production
- B. Portray as accurately as possible the objectives, activities, and personality of a senior high school
- C. Create new styles and mold new ideas into a usable form
- D. Develop the importance of honesty and accuracy when depicting people and human events
- E. Develop the ability to work with people
- F. Develop a feeling of loyalty and teamwork
- G. Manage the technical aspects of budget and finance

II. Outline of Content Stated in Performance Objectives

- A. Fundamentals of yearbook production

The student will

- 1. Learn the mechanics of putting together a yearbook

B. Personnel responsibilities and assignments

The student will

1. Accept and/or volunteer for various positions of responsibility

C. Preparation of yearbook

The student will follow this schedule:

1. Selecting a theme
2. Allotting pages
3. Planning and layout
  - a. Dedication
  - b. Administration
  - c. Faculty
  - d. Students
  - e. Activities
  - f. Miscellaneous
  - g. Index
4. Scheduling
5. Coordinating with the photography department
6. Writing descriptions, narratives, and captions
7. Preparing a dummy copy
8. Editing, rearranging, and polishing
9. Selling advertising
10. Meeting deadline
11. Proofreading final copy
12. Planning publicity and sales
13. Dedicating and distributing the finished book

### III. Accountability Determinants

#### A. Daily work

B. Classroom observation and judgment

C. Classroom participation

IV. Suggested Time Distribution

These time distributions are norms and may be modified to meet individual student needs.

Major Areas of Study (From Section II)

Suggested Time Distribution

A. Fundamentals

2 weeks

B. Personnel responsibilities

1 week

C. Preparation of yearbook

33 weeks

V. Adopted Textbooks

See Authorized Textbook List