

The Enthymion 2018-2019

Syllabus

O'C
revised 09/3

badalamentes
@aaps.k12.m.us

Twitter
@sarabethoc

Website:
huronjournalismpro-
grams.weebly.com

Personal phone:
248-880-2000

rules:
1. Students may only call
between the hours of
6:30 a.m. and 9 p.m.

2. Students may not
share this number with
any students outside of
the Enthymion staff un-
less otherwise directed.

3. Any abuse of these
privileges, or use in an
inappropriate manner,
will result in a loss of
privileges.

Welcome *The Enthymion* staff. As a member of the yearbook, you are among the most important, most powerful students in the school. Your efforts affect everyone; you are responsible for recording the events, opinions and history of Huron High School this year.

You will be challenged here more than in any other class. You can not copy someone else's paper or homework, everyone on staff is counting on you to do your job, and you are among the few students whose writing assignments are put out for the entire school to read and review. You must meet your deadlines (no excuses, no whining) and you must always submit A/B work. Your readers, your peers deserve the best.

In this class, you will learn skills related to, but not limited to:

- Storytelling
- Photojournalism
- Publication Design
- Graphic Design
- Writing and Reporting News
- Journalistic Ethics and Law
- Fundraising and Advertising with the community

Your success in this class will be based on several key responsibilities. By taking on the challenge of producing the school yearbook, which is a documented history of our school that will remain with the school forever, it is important to note that you will be asked to go above and beyond the class load one might expect from a "traditional" English class. Throughout this year, you will be asked to:

- Interview fellow classmates, community members, teachers, parents, and others pertinent to completing your work.
- Cover several after school activities and sporting events each year, and remain until the end of said event.
- Community Outreach: as a part of your final grade to help fund our \$35,000 production (which is not funded in any part by the school district).
- Stay after school consistently around deadline to ensure accuracy of content and completion of work prior to deadline.
- Work on yearbook material outside of the classroom. Only 25-40% of the work you do in class makes up the work you will do for our final product.
- Step outside of your comfort zone—we cover the ENTIRE school, not just the students we see every day.
- Communicate, communicate, COMMUNICATE. This is the only way we know that everyone is on board and on the same page.
- Work as a team. The success of our book will not weigh on the shoulders of one or two students—if we want an award-winning book, we have to earn it with every staff member.
- Sport a positive attitude. We are all in this together. Bring your happy face to class and wherever you go and represent *The Enthymion*.

Course Requirements:

Attendance:

According to the standards set by Huron High School policies, if students are not in class, they are missing valuable learning time. Make every effort to come to each and every class. Schedule all appointments around your school day

Tardy:

According to the standards set by professionals. Make every effort to come to class on time.

Materials:

Students must bring writing utensils, SD cards, planners, and other related materials to class every day.

Participation:

Is expected and required. Students will be held accountable for their own participation and semester grades will reflect classroom participation.

Rubrics:

Explicit instructions will be provided for all assignments. Students are encouraged to use the rubrics and checklists in order to earn maximum points. Think of a rubric as a recipe for earning 100% credit.

Grading Scale:

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

Class Expectations

Because The Enthymion is an elective class, students will be accountable for the standard of grading established for this class. Standards for grading will be based on several factors that are meant to represent the different facets of creating a yearbook and being a part of such a staff: professionalism, responsibility, quality, timeliness, and journalistic integrity.

Deadlines are tailored to meet individual student's assignments. For example: a staffer's typical deadline might include the following:

- Formulate interview questions
- Interview a diverse population (i.e. boys and girls, 9 - 12 graders)
- Write copy to required length, type into computer, run spell check
- Proofread story carefully and check spelling of all names
- Complete photo captions and check for accuracy

For an editor, a typical deadline will include all of the above responsibilities, and additionally, student editors will be expected to:

- Sketch and design spreads for the yearbook
- Meet weekly to strategize and discuss assigning stories and organization of the staff
- Coach and reinforce concepts to new and experienced staffers alike
- Exemplify leadership skills in creating and managing teams of peers
- Collaborate and brainstorm different revenue sources, including advertisements, business partnerships, and advertisements
- Serve as a liaison between O'C and other staffers to ensure timeliness, quality, and appropriateness of completed work.

Both staffers and editors are expected to stay after school if needed to ensure that deadlines are met in a timely manner. If there are any concerns with your ability to meet deadlines please speak with Mrs. Badalamente.

Enthymion 2018-2019 production/deadline schedule:

Deadline 1: 10/19 (20 pages) - chrono, dividers, opener

Deadline 2: 11/9 (44 pages) - fall sports

Deadline 3: 11/30 (40 pages) - underclassmen

Deadline 4: 12/14 (60 pages) - seniors, chrono, features

Deadline 5: 1/18 (40 pages) - chrono, features, winter sports

Deadline 6: 3/1 (38 pages) - ads, index, chrono, features

Spring Sports Tip In Deadline: one week after Spring Break

Thurston Deadline: TBA

Purpose/Course

Yearbook is one of three advanced journalism courses offered at HHS. Like all courses at Huron, Yearbook is designed and taught with IB in mind. IB English at Huron is an inquiry-based, collaborative environment where all students will develop into globally minded listeners, speakers, readers, and writers. In this class students will publish Huron's yearbook: The Enthymion. All students are required to help fundraise, write, design, take photos etc. to ensure the yearbook is published on time and is a quality product for the community.

Prerequisite: Journalism I and II (earning a B or higher in both), and to sign up for multiple semesters, students must receive a B or higher once on Yearbook staff.

Yearbook Ad Sales Rubric

Students will be able to create their own goals/rubric for this portion of their grade.

Grade Breakdown

Yearbook grades are calculated into three parts:

1. Each quarter grade will be 40 percent of your grade:
(40 for each quarter so 80 total)

Quarters One and Two

- 30 percent: Design Cycle: Individualized grading scales created for each staff member
- 10 percent: (S1) Community Outreach/Ad/Fundraising sales or Oral presentation (S2) Theme Packet
- 20 percent: Collaboration/Teaching others
- 20 percent: Participation and reflections
- 20 percent: Hitting Deadlines

2. And the exam grade:
20 percent: Final Exam

Individualized Grading Scales

On top of meeting your deadlines, the Enthymion staff will produce high-quality, ethical work that will live on throughout Huron High School after they have graduated. Students will be given a quality grade for everything they create, whether it be a design, story, or photograph. These rubrics will be created collaboratively between students and O'C.

Advertisements/Layout

Because The Enthymion does not receive financial assistance from the school district, the entire \$35,000+ budget is based on ad sales and other fund-raisers. The adviser will make every effort to see that businesses are distributed fairly to staff members. While it is the individual student's responsibility to contact assigned advertisers and sell his/her ad quota, students typically sell ads in pairs or groups. Working with our community aligns with our IB curriculum with working with the community and English standards within the Speaking and Listening strand.

Each staff member is recommended to sell \$200 worth of ads; our goal this year is to have all ads sold by October 31. Yearbook students will receive a free yearbook if they sell \$400 in ads. In addition to ad sales, fund-raisers (brochure sales, candy sales, etc...) will be offered to help students meet their goals. Students will create their own rubrics for this part of the grade. Students can only earn points for contact if they have record from the business owner that they were in the business. The alternative option is an oral report. Please talk to Mrs. Badalamente by Sept. 22 if you are pursuing this option.

Please note, the school does not provide ANY funding for our yearbook. If we do not sell ads, then our yearbook representative will take away our custom designed cover, color pages, and then pages from the book. We must self sustain. We were unable to do this last year and had to cut 40 pages from the yearbook.

Deadlines

No late assignments will be accepted. If you do not hit your deadline, your article, photo, design etc. would not make the next day's paper, broadcast, web page etc. therefore, it will not make the grade book. Failure to meet deadlines not only hurts your grade, but will hinder the staff from publishing the yearbook in a timely manner. There will be opportunities to make up deadline points throughout the

Passes:

Passes will be given on a need-be basis. Interviews will be set up in advance so journalism students will not interrupt other classes. Abusing passes will result in the loss of the privilege to leave the classroom to interview. In order to leave the room, students must use their press pass and sign in and out on the dry erase board on the door.

Student Responsibilities/

Expectations:

I expect courteous behavior from my students, and I will respond in kind. When a substitute is here in my place, I expect students' behavior to be as good as, if not better than, when I am here. Whether or not you agree with the substitute, you are to follow his/her instructions.

Consequences:

Improper classroom behavior will result in specific disciplinary actions; i.e. call to guardians, detention, loss of participation points, etc. Improper use of technology will result in loss of privileges along with replacing, in full, any broken equipment.

Students who are not successful in this class will be asked to take a leave of absence of one trimester. After the time of leave, the student may reapply for staff. Reapplying does not guarantee a spot of staff.

Said person will also be on staff on a probationary basis.

Plagiarism/Cheating:

Plagiarizing is defined as stealing ideas or writings of another and using as one's own. This also includes submitting your own work done for another class as work for a current class. Plagiarized essays, papers and assignments will earn zero credit. A referral will be made to the office and suspension recommended.

Theme Packet Development

Following the end of the book's main production deadlines, students will begin to plan for next year's book. This is done through the "Enthymion Theme Packet," which will be the main project-based grade assigned after the book is completed. Students will work either in teams to create their theme packet and present it to their classmates.

PowerSchool:

Grades will be updated in accordance with the Huron High School policy. Every attempt will be made to insure that major deadlines fall so they will be included in the posting; however, this may not always be possible.

Cell Phones/I-pods:

Love them, use them. This is the real world now, learn how to use your phone and iPod to your educational advantage. If it becomes a problem with type of use, we will have a discussion.

Food/Drinks:

Food and drinks are allowed in the center of the classroom away from computers. Be responsible and follow the rules. If you make a mess, clean it up.

Student Technology Fair Use Policy

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Legal Consideration

The use of technology is a privilege, which may be revoked by the administrators of the system at any time for inappropriate behavior. Specifically prohibited are pornography, hate speech, profit-seeking ventures, chain letters, computer virus infections and cheating by using other students' files on the computer.

Huron High School staff reserves the right to review any material stored in files which are stored and may edit or remove any material which the staff, in its sole discretion, believes may be unlawful, obscene, or otherwise objectionable.

In consideration for the privilege of using of using technology and having access to the information contained in it, I hereby take full responsibility for my own actions and release HHS and its administration faculty and staff for any and all claims of any nature arising from my use, or inability to use HHS technology. In exchange for the access to HHS technology, I understand and agree to the following:

Responsibilities—I accept the following responsibilities:

1. I will use Huron High School technology in support of, and in a manner consistent with, the educational goals of HHS. I will not employ inappropriate files, software and/or other applications on HHS technology. Specifically, I will not use or seek out pornography, hate speech, profit-seeking ventures, computer viruses and cheating by using other students' files on the computer. I will not access sites offered through the Internet or other programs that are deemed inappropriate by my teacher-- this includes sites not being used for educational purposes or sites not specified by my teacher. I will not let anyone else use my student identification number and password. I understand that my teacher, in conjunction with the building principals, shall be the sole arbitrator in determining the appropriateness of my technology-related activities.
2. I will preserve and care for HHS technology. This includes "software," others' projects, files, and programs, as well as equipment.
3. I will obtain permission from my teacher prior to removing, relocating or modifying any equipment software, projects, or files.
4. I will honor the privacy and integrity of others' files and projects.
5. I will adhere to the copyright laws and licensing agreements.

Consequences

I understand that upon my first violation of this agreement, I will lose access to Huron High School technology for a defined period of time.

Upon my second violation of this agreement, I will lose access to student technology until an agreement has come as a result of a meeting between Mrs. Badalamente and the student, with parental involvement. I understand that learning to use technology includes learning to be ethically and socially responsible.

By signing the bottom form in this packet, both students and parents understand the implications of fair student technology use at Huron High School and agree to abide by each rule outlined above.

Photography Equipment Policy

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Photographic Equipment Policy

Your student will be using a camera that is from the journalism department. If your student breaks the camera, he/she is responsible for fixing or replacing the camera. This includes, but is not limited to, calling the store, calling the camera company, shipping the camera and possibly buying a new camera equivalent to the one which is broken with a new camera case and memory card if needed. The cameras we now use are worth \$200-\$2500 including the memory card, case and battery.

Students are highly recommended to obtain their own SD card to use throughout the year (8 GB minimum). He/she may check out a card following a prescribed procedure. If you have any issues with obtaining an SD card, please contact Mrs. Badalamente as soon as possible.

By signing the bottom form in this packet, both students and guardians understand the implications of the photography equipment policy at Huron High School and agree to abide by each rule outlined above.

Student and Guardian Agreement

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Signatures

By signing this document and returning it to Mrs. Badalamente, I understand:

- I must respect each of the above agreements for student technology, photographic equipment, etc.
- I will be a productive member of this year's incredible Enthymion staff.
- I understand the grading system.
- I understand how advertisements/oral presentation play into the grading system.
- I will communicate with Mrs. Badalamente and the staff members consistently throughout the year.
- I will make the best work possible, all year long.
- If my guardians or I have any questions, I will email or call Mrs. Badalamente for clarification.

| | | |
|-------------------------|-----------------------|-------------------------|
| _____ | _____ | _____ |
| Student name (printed) | Student Signature | Date |
| _____ | _____ | _____ |
| Guardian name (printed) | Guardian Signature | Date |
| _____ | _____ | _____ |
| Guardian email | Guardian phone number | Times to call if needed |