**Yearbook**

**April 20-24**

**What you will need:**

Computer/device

Internet

School e-mail/TEAMS/Yearbook Avenue

**What you will do:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **M 4/20** | **T 4/21** | **W 4/22** | **Th 4/23** | **F 4/24** |
| Submit a photo of your Inspiration Page to Assignments (if you STILL did not do this)  Check your GRADES in Teams  Work on Yearbook page (20-30 minutes) | Work on Yearbook page (20-30 minutes)  Watch Video: Email Interview  Email an Interview | Work on Yearbook page (20-30 minutes)  Post to Discussion Board in TEAMS (read instructions below) | Work on Yearbook page (20-30 minutes) | Work on Yearbook page (20-30 minutes)  Turn-in Weekly Progress by Sunday midnight |
| **Use the boxes below to CHECK when above task is completed** (optional)**:** | | | | |
|  |  |  |  |  |

**What you will learn:**

Begin/continue your assigned yearbook page. Do an interview for your page.

**How you will complete your work:**

**Check your GRADES in Teams** (and other classes using Teams)

1. Select your class > Select GENERAL >
2. From a computer: You will see TABS across the top > Select GRADES
3. From your phone: You will see Posts, Files, More > Select MORE > Select GRADES
4. Reflect on your effort, participation, and understanding of class. Send me (or other teachers) a “CHAT” if you would like to discuss your grades and participation.
   1. From a computer: It will be on the left hand side above “Teams”
   2. From your phone: It will be along the bottom under your list of Teams classes

**WORK ON YEARBOOK PAGE**

1. You should be working 20-30 minutes per day MINIMUM! That is a little over 2 hours per week; YearbookAvenue shows me when you signed in, what page you worked on, how long you worked, and what steps you completed.
2. Keep in mind you are producing something REAL that people paid for. Please make Yearbook a priority.
3. You will be graded on the quality of your work and your progress
4. If you do not meet appropriate progress, you will be removed from the page.

Page assignments.

Chloe: Senior Photos

Daelyn: Homecoming

Erika: Senior Best

Abby B: Football

Katie: Volleyball

Jamilya: Boys Soccer

Madison: Golf

Jessie: Senior Life

Tristan: Sophomore Life

Tyler: Freshman Life

**Email an Interview**

1. Watch the Video: Email Interview to find out how to go about Interviewing over email.
2. Email AT LEAST 3 different students/teachers/sponsors questions regarding your page topic.
3. Your objective is to get quotes from them by asking questions. DO NOT tell them to give you a quote!!!! That is not interviewing, that is telling them to do your work.
4. Note: if you have a page that does not require an article, you should still ask questions for quotes. PULL QUOTES are a great design elements on general Student Life pages.
5. Turn-in a SCREENSHOT of your email to General > Assignments > Email Interview Apr 21

**Make a Discussion Board POST in Teams**

1. One the left side of your Team, click DISCUSSION BOARD.
2. POST: Tell us who you interviewed, what your page topic is, what questions you asked, and what type of answers you were hoping to get. What do you want your article to be about –not the obvious (page topic)- Your ANGLE
3. REPLY to at least ONE of your classmates –If you are part of the page topic, answer their questions. (Ex: if you are on the Volleyball team and someone asked questions to volleyball players). If not, give them ONE more question they could ask.

**TURN-IN WEEKLY PROGRESS**

1. In Teams, go to Assignments > open Weekly Production sheet for this week.
2. Save by adding YOUR NAME to the save: Ex: Jane Smith Weekly Production
3. REFLECT and respond to the statements under each category. Describe how your week went while working on the yearbook. Be honest with what was good, what didn’t go as planned, what you plan to do, your ideas for your page, how you have interacted, etc.
4. At the bottom, you will give yourself a grade out of 20 points.
5. Save and upload to Assignments by selecting “+Add Work” to attach.