



## Knox Jr.High

### Yearbook Production Staff

2019-2020 Course Application

DUE BY FRIDAY, March 1<sup>st</sup>, 2019

Return to the Front Office current school or Knox Junior High

#### Course Overview

**Yearbook** is a full-year course for the Knox Yearbook Staff. An application is required. Students will learn various photography and digital technology skills, and use their experience to help produce the Knox Yearbook. Students are encouraged to take a leadership role in the publication staff. Students will take pictures at school events, plan a yearbook theme and layout, complete various spreads and assignments, edit and prepare pages for publication.

Members of the Knox Yearbook Staff have the unique responsibility of producing a yearbook that is offered for sale to every student in the school. Students expand their journalism knowledge as they help create pages of the yearbook using publication design software. All work is computer generated.

Yearbook is a time intensive activity. **Be sure you have the time and dedication to commit to this group.** Members of the staff will have to work after school to **attend extra-curricular activities** to take **pictures** and occasionally to meet deadlines. Interested students should consider yearbook as an activity like athletics, music, or any other school organization that demands dedication.

#### Required Skills

Each person on the yearbook staff will be responsible for writing captions, interviewing students and staff, attending events to take photos, maintaining organized photo files, creating layouts on the computer, and proofing and editing finished pages. This is a good opportunity for someone wishing to pursue a future in journalism and reporting.

- Outgoing personality (not afraid to talk to people you do not know at school)
- Strong work ethic
- Interest in writing
- School pride
- Cooperative team player
- Creative and open-minded
- Self-directed, ability to work independently or in small groups
- Ability to plan and meet deadlines
- Receptive to feedback
- Trustworthy, respectful and responsible\*

\*Students in the course are entrusted with expensive equipment to carry out daily assignments.

Applications must be received by the deadline to be considered. Applications should be filled out by **the student and signed by a parent or guardian.** Please email questions to Sheri Rutledge at [scrutledge@conroeisd.net](mailto:scrutledge@conroeisd.net)