



Maria Montessori Academy Junior High

Yearbook Syllabus

Mrs. Lisa

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Course Description: Students in this class comprise the photographers, reporters, and editors for the MMA school yearbook. Students in this class are also the editors of the school literary magazine, *The MMA Review*. Students will do the photography and writing for all parts of the yearbook. Additionally, students will study layout and will design/create the pages for the yearbook. Students will also design marketing/advertising campaigns to increase sales for both the yearbook and the literary magazine.

Course Expectations: Students are expected to come to class on-time with a positive attitude and a determination to work hard. Since this is a real-to-life publication course, deadlines cannot be extended. Students need to monitor their own work and set a work pace at which they can complete assignments on-time. This is still a learning process, and students are expected to be supportive and encouraging of each other throughout the process. Students are expected to collaborate and share their creative ideas with each other. Differences of opinion will happen, and students are expected to be respectful of each other and their ideas.

Textbooks and Materials:

- Students will need a pen or pencil and their planners DAILY
- It is strongly recommended that students bring their own laptops to class. Electronic Device Usage forms will need to be completed and turned into Ms. Jessica before any electronic device can be used in class. ***Note:** the online editing software that we use for the yearbook and literary magazine is NOT compatible with a tablet—it can only be used effectively on a computer.

Grading Plan:

- MMA uses a Standards Based Grading System. Course standards can be found online at www.uen.org and the course blog.

<u>What the Student Knows</u>	<u>Score</u>	<u>Traditional Letter Grade</u>
<u>Exceeds Proficiency: In addition to Score 85, the student uses inferences and applications that go beyond what was explicitly taught in class.</u>	<u>95</u>	<u>A+</u>
<u>In addition to Score 85 performance, partial success at inferences and applications that go beyond what was directly explicitly in class.</u>	<u>90</u>	<u>A</u>
<u>Meets Proficiency: No major errors or omissions regarding any of the information and/or processes (simple or complex) that were explicitly taught.</u>	<u>85</u>	<u>B+</u>



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No major errors or omissions regarding the simpler details and process and partial knowledge of the more complex ideas and processes.	80	B
Approaching Proficiency: No major errors or omissions regarding the simpler details and processes but major errors or omissions regarding the more complex ideas and processes.	75	C+
Partial knowledge of the simpler details and processes but major errors or omissions regarding the more complex ideas and procedures.	70	C
Developing Proficiency: With help, a partial understanding of some of the simpler details and processes and some of the more complex ideas and processes.	65	D+
With help, a partial understanding of some of the simpler details and processes but not the more complex ideas and processes.	60	D
Even with help, no understanding or skill demonstrated.	59	F

Course Policies:

Student Work: Students must actively and positively participate and contribute to all class activities. Students are encouraged to work at their own pace, but to use time wisely. All work must be original work from the student. Plagiarism will result in a zero on that project.

Portfolio: Students will keep a journal about their experiences in Yearbook. These journal entries can be used in your portfolios.

Group Activities: Creating the yearbook and literary magazine is a team effort. Each student is expected to actively and positively collaborate on these publications. Find peaceful resolutions to any problems.

Homework Expectations: If students are unable to complete their assignments in class, they will need to work at home in order to be finished by all due dates. ~~Occasionally, students will be required asked to attend after school activities or events (i.e. Cross-Country meets, Community Literary Night, School Theatre or Music performances) to do photography and writing for the yearbook. These after school activities MUST be attended when assigned, in order for us to create a complete yearbook.~~

Absences: Because this class is so collaborative, absences not only hurt you, but they hurt your partners. If you know that you will be absent in advance, you will need to speak with the teacher to create a plan to keep caught up. If there is no notice given for an absence, students are expected to communicate with the teacher IMMEDIATELY upon your return to class to get caught up. It is suggested that you have the phone numbers of some of your classmates so that you can call them if you miss class.



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Citizenship Grade: The grace and courtesy you use toward your environment, classmates, and teachers will be factored into your citizenship grade.

Class Rules: Respect the environment and allow others to work. Use all electronic devices in an appropriate manner, visiting **ONLY** class-approved sites. If the right to learn is being intruded upon, a verbal warning will be given so that the student is made aware of the behavior. If the behavior continues, the student will be asked to stay after class or after school in order to review the expectation. If more support is needed a letter will be sent home identifying the behavior in question, which will need to be signed by a parent and returned the next day. Unreturned letters will warrant a phone call home.

Class Materials:

All students will need the following: pen or pencil and your planner.

It is suggested that students bring their own laptop computers to class. ***Note:** an Electronic Device Usage form must be completed and returned to Ms. Jessica before any device may be used in class.

I have read and understand the rules for _____ class.

Parent/Guardian Signature: _____ **Date:** _____

Parent/Guardian's Email Address: _____ and/or _____

Student Signature: _____ **Date:** _____