

ANNUAL STAFF

Mrs. McCarter

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Room 209A

Annual Staff

This course guides students through the entire yearbook creation process, including design, photography, writing, editing, and publication. Students will develop teamwork, communication, and technical skills while documenting the school year in a creative and professional manner.

Email is the best way to contact me.

Grading

Viewing Grades in ASPEN:

Points you receive for graded activities will be posted to the ASPEN Gradebook. Instructor will have grades up for viewing online within 5 days of completing an assignment.

Letter Grade Assignment:

Final grades assigned for this course will be based on the percentage of total points earned and are assigned as follows:

A: 90-100 Excellent Work

B: 80-89 Good Work

C: 70-79 Average Work

D: 60-69 Poor Work

F: 0-59 Failing

Grading and Assessment

Participation and Attendance: 20%

Assignments and Deadlines: 40%

Team Projects and Collaboration: 20%

Final Yearbook Contribution: 20%

Expectations and Rules:

Attendance: Regular attendance is crucial due to project deadlines.

Deadlines: Timeliness is essential; late work affects the entire staff.

Collaboration: Respectful teamwork and communication are required.

Equipment: Handle all photography and computer equipment responsibly.

Academic Integrity: Original work only; plagiarism will not be tolerated.

. . . All other rules listed in the student handbook, but not specifically stated above will be followed in our classroom

Violations of the above expectations/rules will result in student/teacher conferences, parent conferences, or referral to the office.

Cell Phones/Communication Devices

Per school policy, all personal communication devices are to be put away during the school day. Student devices should be powered off and placed either in a backpack or bag.

Chromebooks

It is essential for students to bring their school-issued Chromebook or personal device with them each day to class. These devices should be charged each day and the charger should be brought to school with the device. We will use Chromebooks to complete a variety of coursework on Google Classroom throughout the semester. Chromebooks should only be used at times specified by the teacher and only for the purposes specified by the teacher.