**Yearbook Staff Application**

|  |
| --- |
| **Applications, teacher recommendations, and work samples are due: Friday, May 14**  *Students will not be accepted into the Yearbook class without a completed application and approval from the yearbook advisor. If you have any questions, please see Mrs. Hughes.* |

**Name** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**Grade**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Staff Member Responsibilities

* Create pages for the yearbook by writing copy and taking pictures as assigned.
* Complete all work on the computer.
* Conduct interviews with students and faculty.
* Be willing to stay after school when needed (usually closer to deadlines).
* Be willing to attend home sports events to take photographs.
* Work as a team player.
* Accept and give constructive criticism.
* Be willing to work hard and still have a good time.

|  |
| --- |
| **In yearbook we have many jobs that need to be done. Please rate which would be your preference for your primary job (though all students in yearbook help with ALL jobs).** #1 should be your top preference. Please attach at least one sample of work from your top category.  \_\_\_\_\_ Photography (attach samples of your photos if this is your top choice)   * *Do you have your own digital SLR camera? \_\_\_Yes \_\_\_\_No* (Yearbook can provide a camera)   \_\_\_\_\_ Writing (attach a writing sample if this is your top choice)  \_\_\_\_\_ Layout/Spread design (attach a sample layout that you might create for the yearbook-digital or hand drawn if this is your top choice) |

**What other school activities (electives, clubs, sports, etc.) will you be involved in next year?**

**Other activities outside of school (job, community service, etc.)?**

**What can YOU contribute to the yearbook staff? Why should we pick YOU over all of the other candidates (this is your chance to sell yourself and all of your skills and talents! (Attach extra paper if needed).**

**Do you have photography experience?** \_\_\_Yes \_\_\_\_No

Explain:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Do you have journalism experience (writing stories, conducting interviews, etc.)?**\_\_\_Yes \_\_\_\_No

Explain:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

***Did you:***

* *Fill out the* ***entire*** *application?*
* *Attach a sample of your work to this application?*
* *Give a copy of the teacher recommendation form to 3 current teachers? One must be your English teacher.*

**Return this application to room B32 or by email to Mrs. Hughes at jessica.hughes@dcsms.org by Friday, May 14! VIP students may drop off or email their completed application. Late applications will not be accepted!**

Yearbook Staff Application Assignment

Please turn in the following assignments to Mrs. Hughes by Friday, May 14.

Write a caption for the following pictures.





To show how well you would be suited for the yearbook staff, you will need to provide a sample of your work. Please follow the guidelines outlined here and turn in the assignment by Friday, May 14.

1. Choose classmates to interview for a feature story that could run in the yearbook. Interview the students about a topic of interest to the student body. Then write a 200- to 300-word feature story about the topic. Be sure to include an interesting lead and plenty of quotes. Avoid including your opinion.

2. Then design a double-page spread where your story would be displayed. You may use a computer to create your page or draw a layout and paste in pictures, graphics and type for stories and headlines. Use a yearbook or magazine to help you design your spread.

All of the interviews can take place in person, by phone call, text, or email.

PLEASE NOTE THAT YEARBOOK STAFF MEMBERS MAY BE ASKED TO TAKE ON MULTIPLE ROLES TO BEST MEET DEADLINES AND CREATE AN OUTSTANDING BOOK.

***Did you:***

* *Fill out the* ***entire*** *application?*
* *Attach a sample of your work to this application?*
* *Give a copy of the teacher recommendation form to 3 current teachers? One must be your English teacher.*

**Return this application to room B32 or by email to Mrs. Hughes at jessica.hughes@dcsms.org by Friday, May 14! VIP students may drop off or email their completed application. Late applications will not be accepted!**

\*\*\*Applications are due no later than Friday, May 14!\*\*\*

**YEARBOOK STAFF**

**TEACHER RECOMMENDATION FORM**

ENGLISH TEACHER \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (student) has applied for a position on the yearbook staff. Please take a few moments to answer the questions below and return this form to **Mrs. Hughes** by **Friday, May 14.**

Your impressions of the student are important and will be used in making final staffing decisions for the upcoming school year. Recommendation forms are confidential.

**Current ELA teacher verification:**

Teachers: please verify (with your signature) the student’s current English grade:

1st Sem. Grade: \_\_\_\_\_ Current grade: \_\_\_\_\_ Teacher Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Please rank the student from 1 (weakness) to 5 (strength) in the following areas:**

1. Works cooperatively with students and teacher …………1 2 3 4 5

2. Completes work on time …………1 2 3 4 5

3. Manages in-class time wisely …………1 2 3 4 5

4. Ability to work independently and be self-motivated …………1 2 3 4 5

5. Writing ability …………1 2 3 4 5

6. Positive and enthusiastic attitude …………1 2 3 4 5

7. Attention to detail …………1 2 3 4 5

8. Leadership qualities …………1 2 3 4 5

9. Classroom behavior …………1 2 3 4 5

10. Ability to accept constructive criticism …………1 2 3 4 5

\*\*Please feel free to use the back for additional comments\*\*

Signature of teacher \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**YEARBOOK STAFF**

**TEACHER RECOMMENDATION FORM**

TEACHER \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ SUBJECT \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (student) has applied for a position on the yearbook staff. Please take a few moments to answer the questions below and return this form to **Mrs. Hughes** by **Friday, May 14.**

Your impressions of the student are important and will be used in making final staffing decisions for the upcoming school year. Recommendation forms are confidential.

**Current teacher verification:**

Teachers: please verify (with your signature) the student’s current grade:

1st Sem. Grade: \_\_\_\_\_ Current grade: \_\_\_\_\_ Teacher Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Please rank the student from 1 (weakness) to 5 (strength) in the following areas:**

1. Works cooperatively with students and teacher …………1 2 3 4 5

2. Completes work on time …………1 2 3 4 5

3. Manages in-class time wisely …………1 2 3 4 5

4. Ability to work independently and be self-motivated …………1 2 3 4 5

5. Writing ability …………1 2 3 4 5

6. Positive and enthusiastic attitude …………1 2 3 4 5

7. Attention to detail …………1 2 3 4 5

8. Leadership qualities …………1 2 3 4 5

9. Classroom behavior …………1 2 3 4 5

10. Ability to accept constructive criticism …………1 2 3 4 5

\*\*Please feel free to use the back for additional comments\*\*

Signature of teacher \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**YEARBOOK STAFF**

**TEACHER RECOMMENDATION FORM**

TEACHER \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ SUBJECT \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (student) has applied for a position on the yearbook staff. Please take a few moments to answer the questions below and return this form to **Mrs. Hughes** by **Friday, May 14.**

Your impressions of the student are important and will be used in making final staffing decisions for the upcoming school year. Recommendation forms are confidential.

**Current teacher verification:**

Teachers: please verify (with your signature) the student’s current grade:

1st Sem. Grade: \_\_\_\_\_ Current grade: \_\_\_\_\_ Teacher Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Please rank the student from 1 (weakness) to 5 (strength) in the following areas:**

1. Works cooperatively with students and teacher …………1 2 3 4 5

2. Completes work on time …………1 2 3 4 5

3. Manages in-class time wisely …………1 2 3 4 5

4. Ability to work independently and be self-motivated …………1 2 3 4 5

5. Writing ability …………1 2 3 4 5

6. Positive and enthusiastic attitude …………1 2 3 4 5

7. Attention to detail …………1 2 3 4 5

8. Leadership qualities …………1 2 3 4 5

9. Classroom behavior …………1 2 3 4 5

10. Ability to accept constructive criticism …………1 2 3 4 5

\*\*Please feel free to use the back for additional comments\*\*

Signature of teacher \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_