

Kensington Woods HIGH SCHOOL



Scholarship · Character · Purpose

General Course Information

Course Title	Desktop Publishing (Yearbook)
Description	The goal of Kensington Woods Yearbook is to engage each student in an exploration of the graphic design and print media world, focusing on the power of quality photo and print journalism. Students will also learn to work as a team, dividing tasks and communicating to reach a larger goal: designing the school's yearbook. Alongside the group project, students will be encouraged to pursue an independent project reflecting their specific interests in print media.
Room Number	Room #107
Faculty Name	Mrs. Pratt
Contact Information	517-545-0828 jpratt@kwoods.org Office: Room #131
Course Website	<i>Pratt.kwoods.org</i>

Introduction

Kensington Wood's yearbook elective plunges students into the world of print design, photo-journalism, and written journalism. Because it revolves around the design of a print publication, students will learn to work together as a team, sharing managerial responsibilities like a professional design team. From creating In-Design layouts to photo-editing to writing copy, students will develop the wide range of skills that go into design work.

In this course, you will work towards Michigan's Merit Curriculum and the National Core Art standards in the visual arts by developing ways to think critically about art, design and media and become more creative as well as learn about techniques, principles and concepts in art and design. This course also meets Kensington Woods High School and the Michigan Merit Curriculum's art credit graduation requirement.

Course Expectations

Yearbook is a class unlike any other because students will be working together to build a single product. Missing deadlines or bringing half-finished work will affect the rest of the class and the final result. This class does not require any previous knowledge in design; I will teach you what you need to know. It is important, however, that you bring your best effort daily and be open to direction and feedback from the group. If we can all pledge to do this, our yearbook class can be a team experience unlike any other.

You are expected to work hard and try your best. You are also expected to be respectful and responsible students inside and outside of the art classroom (studio). This includes respectful and responsible behavior towards your class work, classmates, me and classroom.

Essential Standards of Learning

Essential Standards –Pulled from the National Art Education Standards and the ISTE Technology Standards, these are the expectations for student learning, and will guide the portfolio process. It seems like quite a bit, but by the end of the semester, students will have built a portfolio that reflects their learning in each point. Below is a list that will guide, but not limit, the curriculum.

Students will:

- Learn multiple approaches to begin creative endeavors.
- Communicate and collaborate with a variety of media.
- Contribute to project teams to produce original works and solve problems.
- Establish criteria to evaluate creative work.
- Document the process of developing ideas.
- Develop and apply effective organizational and time management skills independently and within a team setting.
- Create original works as a means of personal or group expression.
- Produce a final, marketable product through team effort.

Prerequisite knowledge/skills for success in this course

Students do not need to have any prior experience in art to find success in this course. Instead, students are expected to work thoughtfully and purposefully, developing their technical, conceptual and aesthetic skills throughout the year.

Students will also work on developing the following skills that will help them find success in this course.

Mastery Level	Work habits: Students will be able to work effectively independently and in groups. Students will be able to work thoughtfully and with purpose. Academic integrity: Students will act honestly and ethically in their work. Study skills: Students will adhere to assignment deadlines. Reflection: Students will be able to reflect about their own and others work in and thoughtful and purposeful manner. Technology (both manual and computer based): Students will develop a deep understanding of technologies used in class
Familiarity Level	Research: Students will develop research skills (computer and book based) to research artists and artwork Technology (both manual and computer based): Students will develop familiarity with technologies used in class Art History and Context: Student will develop skills in analyzing art and design and placing art and design in context

Course Materials

Much of the materials needed for the class will be provided by Kensington Woods. You will be taught proper usage of studio materials, computers and programs and are expected to treat them respectfully. However, you will be responsible for obtaining the following supplies:

Folder

8.5 in x 11 in., two pocket

You are expected to keep class handouts and papers organized in a two-pocket folder. Folders are to be brought to class every day.

Notebook or Sketchbook

To sketch and take notes in

Digital Camera (optional)

Digital cameras used in class should have manual settings (film speed, F-stop and shutter speed) as well as a high quality resolution. You will also need the USB cord that fits your camera or a USB card reader.

SDHC Memory Card (4GB+) (optional – RECOMMENDED for students wanting to focus on photography)

You may prefer to use your own memory card that you can use with the school's cameras.

Flash Drive (optional)

Recommended for personal storage, at least 2GB. You will also have access to personal file storage in your Google Drive, which is associated with your school issued email. Can be used for other classes as well.

Grading

Grades will be based on how well you meet specified course objectives (targets) through class projects and assignments. Before each unit, you will be given the things I expect you to be able to accomplish by the end of the unit. You will often be assessed by both you and me throughout the unit. If you struggle with a target, you will have opportunities to improve grades as desired by meeting with me and discussing what knowledge and skills you need to work on to meet the goals of the assignment and class. This topic will be discussed at further length in coming weeks. If you have any questions about grading, please don't hesitate to contact me.

KWHS follows the following grading scale:

A= 95-100 (4.0)

A- = 90-94 (3.7)

B+ = 87-89 (3.3)

B = 83-86 (3.0)

B- = 80-82 (2.7)

C+ = 77-79 (2.3)

C = 73-76 (2.0)

C- = 70-72 (1.6)

F = below 70 (0.0)

Your grade will consist of assessment of the following:

10%: Formative Assessments (formative means in process or learning is forming)

Includes daily work, sketches, project planning, critiques, Inspiration boards, etc.

70% Summative Assessments (summative means assessments that sum up your learning)

Includes major projects and reflections

20% Summative Final Project/reflection

End of semester project/reflection

You and your parents can check your progress at any time using MISTAR, our online grading and record keeping program. For more information about MISTAR, visit the school's website, www.kwoods.org.

Turning in Work

All assignments are expected to be completed with quality and turned in by the due date. A student is not eligible to revise a project unless they turn something in on the due date.

However, if you are struggling with a project, or need more time, please talk to me in advance of the due date. If you are working and putting in your best effort, the due date can be extended for you. However, know that the class will move on and you will be expected to come in and work on the project outside of class (before school, after school, lunch). I am often available during all of those times with advance notice.

HOWEVER, since this class produces an actual publication – certain deadlines must be met due to publisher expectations and extensions cannot be given in those instances. Those instances will be clearly communicated to students and the deadlines are expected to be met with no exceptions.

Please keep in mind that you must talk to me at least 24 hours BEFORE the due date to be granted an extension.

Revision

I expect you to put in your best effort on your work and master the content. If you do not master the content of a unit/project by receiving at least a 70% on the work, I often will request you revise the project until you get at least a 70% before you receive credit for the assignment. We will work on that on a one-on-one basis if necessary.

If you receive a 70% or above but are still not happy with your grade, you are more than welcome to revise your projects at any point during the semester and submit them for a revised grade.

If you would like to revise a project, please speak with me to review what you should work on to revise the project. A reminder that the Request to Revise form is required and revisions must be completed within 2 weeks of your project being returned (see Request to Revise form for full Revision expectations).

Classroom Expectations



Absences

If you are absent, you are responsible for obtaining and making up missed work.

Material Use

Students are expected to use materials responsibly and with respect. That means putting things away where they belong, cleaning up after themselves and not wasting materials. Students not treating materials with respect will lose the privilege to use them.

Cell Phones/Mp3 players

Cell phones and mp3 players/music players are not allowed out during class without teacher permission. At times you may use them for music or research with teacher permission, but never during whole class or group activities. Both headphones should be out of the ear during whole class or group activities.

Being out of Class

Students are expected to be responsible about being out of class. Students may not leave class the first 15 minutes while the class is getting started. Students are asked to alert the teacher when they need to use the restroom but are asked not to leave class when whole class or group activities are in progress. Only one student is allowed to be out of the class at a time to use the restroom. If a student is out of class more than 15 minutes (unless they are with another teacher), it will result in an absence.

Coming Prepared to Class

All students are expected to come prepared to class, which means you come with your folder, notebook, a writing utensil, your folder and any work you have to turn in or work on during class.

Extra work time

If you need more time to work on a class project, you are expected to take the initiative and schedule time in advance with me to work on your assignment before school, after school, during lunch or during advisory, leaving you enough time to complete the assignment on time. If you need time beyond that, please talk to me in advance to make appropriate arrangements.

Computer Labs

There is absolutely no food or drink in the computer labs. While in class and in the labs, you are expected to follow all rules of the computer labs and your Computer Use Agreement.

File Storage

You will be able to store your project files on either the public R:/ drive, your SkyDrive through your email. We will review the options in class. You also have the option of using a USB drive, but forgetting your drive is not an excuse for not having your work.

Respect

My primary goal in classroom management is that a respectful classroom environment is created. This means respect for all members of the classroom community, respect for the materials and respect for the room through your actions, words and thoughts. This includes appropriate language and behavior. Students who are not able to participate in the class respectfully will be dealt with appropriately. This includes following school rules regarding cell phones, students out of class and other policies.

It is my goal that this course provides you with the knowledge and tools to create a lifelong appreciation of art and design. If you ever have any questions or concerns, please feel free to contact me. I am always available to answer questions or provide help to both students and parents. I look forward to a great year!

Thank you,

Jessie MacGonigal Pratt