



**JIM NED INDIANS**

*Pride in Performance*

**JIM NED CISD**

**Teacher: Meagan Anders**

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**Tutoring Hours: M-F 7:45-8:05,  
Upon Request**

**Conference Hours: M-F 9:03-9:52,  
Upon Request**

# Yearbook

## 2025-2026

**Course Description:** This course helps produce The Jim Ned High School yearbook. In this course, students will gain skills in the following areas: page design, publishing techniques, copy writing, editing, photography, record keeping, time management, teamwork, marketing, and leadership skills. Students are tasked with producing a timeless, creative, and innovative publication which will record our school's community, memories and events

**Credit:** 1 high school credit

**Course Objectives:** Upon completion of this course the student should be able to:

1. Students will produce a high-quality publication
2. Students will learn and use publishing industry terminology.
3. Students will work with various types of technology to produce their publication.
4. Students will apply computer skills and design principles to the production of yearbook pages.
5. Students will learn copy writing techniques.
6. Students will work as a team to meet deadlines.

**Grading Policy:** Grade calculation will be determined by the following weighting convention:

**Daily Work/Duties..... 30%**

**Participation/Work Ethic ..... 70%**

**Attendance Policy:** In the case of an absence, the student will receive one day for each day absent to complete any missed work. This is a progressive course so it is imperative that the student stays on track with assignments.

**Late Work:** Full credit will NOT be given for late work. Each assignment will have a due date. If the assignment is not turned in on that date, the assignment will be considered late. If a student is absent on the due date, they have the following school day to have the assignment turned in before it is considered late. The max score for late work is an 80. Any late work turned in after one day late will receive NO credit.

**Academic Integrity:** Any student caught cheating will receive a grade of zero on the assignment, without opportunity to resubmit. Additional administrative disciplinary action may occur per school policy.

**Student Technology Use in Classroom:** The student will not use a digital/cellular device in the classroom. If a student possesses a digital/cellular device, it must be silenced and placed out of sight in the student's backpack or purse. **Devices will be taken up and turned into the office if used in the classroom.**

### Student Values – The 5 P's

- **Polite**
  - Be Respectful to your teacher, yourself, your classmates and your classroom
  - Treat others how you would like to be treated
  - Show Kindness
  - Cursing, talking back, bullying and/or cyberbullying **WILL NOT** be tolerated
- **Prompt**
  - Regular and on-time attendance is critical to success in this class
  - Enter the classroom quietly and have workspace ready for work
- **Prepared**
  - Dress code strictly enforced
  - **NO** food or drinks allowed in the computer lab.
  - Phones away
  - Keep your computer clean – keyboard, CPU, screen and desk
- **Productive**
  - Maximize learning time by staying on task and following directions
  - Always save your work
  - Print one time only – screen proof your work before you print it
  - Do not alter any computer settings other than your desktop – Do not change your lock screen background.
- **Pride**
  - Take pride in your work. **DO YOUR BEST** and work hard
  - Take care of the equipment. It is expensive!
  - If you get it out - put it up
  - You are responsible for the information placed on your computer – report any problems
  - Uphold the District Acceptable Use Policy

Changes to the Syllabus: The course schedule and procedures in this syllabus are subject to change if deemed appropriate by the teacher.

PARENT SIGNATURE: \_\_\_\_\_

STUDENT PRINTED NAME: \_\_\_\_\_

STUDENT SIGNATURE: \_\_\_\_\_

### **Digital Camera/Technology Usage**

Students are expected to be responsible for school-owned equipment used in yearbook including: digital cameras, SD cards, batteries, scanners, computers, and software. I understand that my child will be required to pay for lost or damaged equipment. Computer equipment must be cared for in a businesslike manner and misuse will not be tolerated.

\_\_\_\_\_  
Parent/Guardian Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date