

**CURRICULUM MAP
YEARBOOK**

August	September	October	November	December
<p>*Introduction - Expectations and Outline of Year</p> <p>*Theme – Creation of, consistency of, interest for audience, cover selected– RA – Literary #5</p> <p>*Ad Sales – Business Letter to potential businesses for advertisement slots– WA- Business Letter #3 a-d</p> <p style="padding-left: 40px;">- Persuasive Speech Sales Pitch to Businesses– Oral Communication #10 a-e</p> <p>*Outline of Book – Create detailed ladder of pages – WP- #5</p>	<p>* Photography – functions of camera, techniques of photography (angles, light etc.) –RA – Information # 7</p> <p>* General Layout Rules – position of heading, copy rules, photo tips, alignment, color – RA – Information #7</p> <p>* PageMaker – Opening ladder, creating a page, inserting background, using template or creating own template, inserting text, pictures, and clipart – TECH #4</p> <p>*Ad Sales - Persuasive Speech Sales Pitch to Businesses– Oral Communication #10 a-e</p> <p>* Photoshop (or other photo program) – Downloading photos, cropping, editing, resizing, adjusting lighting or color, saving correctly – TECH #4</p> <p>*Sales – Creation of advertisements with color, arrangement, size; bills sent with business letter when complete. RA – Information #7</p> <p>* Book Keeping – Budget logs, copies of forms – TECH #4</p>	<p>* Fall photo and page responsibilities assigned</p> <p>*Articles – Writing informative, yet interesting articles (who, what, when, where, why, how) – WA – Informational essays # 4</p> <p style="padding-left: 40px;">- Using descriptive words – WP # 9</p> <p>*Fundraising – Setting goal, designing project, executing sales, keeping records</p> <p>* Page creation – inserting background, using template or creating own template, inserting text, pictures, and clipart, effective heading, text, photos, clipart, engaging captions – TECH #4, RA – Information #7</p> <p>*Letters and Memos – format, formality, setting deadlines, contact information RA – Information #7</p> <p>* Ads – Some ad pages need finished, so bills can be sent using formats above – TECH #4, RA – Information #7</p> <p>*Proofreading – Pages need revised and edited, spellings, need checked. WP - #11, #12, #13</p> <p><i>School pictures, fall sports pictures, and all fall event pictures should be complete by end of this month</i></p>	<p>* Page creation – inserting background, using template or creating own template, inserting text, pictures, and clipart, effective heading, text, photos, clipart, engaging captions – TECH #4, RA – Information #7</p> <p>*Fundraising – Setting goal, designing project, executing sales, keeping records</p> <p>* Ads – Some ad pages need finished, so bills can be sent using formats above – TECH #4, RA – Information #7</p> <p>*Proofreading – Pages need revised and edited, spellings, need checked. WP - #11, #12, #13</p> <p>* Photography – functions of camera, techniques of photography (angles, light etc.) –RA – Information # 7</p>	<p>* Winter photo and page responsibilities assigned.</p> <p>* Page creation – inserting background, using template or creating own template, inserting text, pictures, and clipart, effective heading, text, photos, clipart, engaging captions – TECH #4, RA – Information #7</p> <p>*Proofreading – Pages need revised and edited, spellings, need checked. WP - #11, #12, #13</p> <p>* Photography – functions of camera, techniques of photography (angles, light etc.) –RA – Information # 7</p> <p style="text-align: right;">2006</p>

**CURRICULUM MAP
YEARBOOK**

January	February	March	April	May
<p>*Letters and Memos – format, formality, setting deadlines, contact information RA – Information #7</p> <p>* Page creation – inserting background, using template or creating own template, inserting text, pictures, and clipart, effective heading, text, photos, clipart, engaging captions – TECH #4, RA – Information #7</p> <p>* Sales – Posters for advertisement RA- Information # 4 and # 6 - Letters to announce sales week, theme, and price. WA-Business Letter #3 a-d</p> <p>* Ads – Letters to Senior parents with memo attached (composite information, call for recognition ads, etc.) RA – Information #7</p> <p>*Proofreading – Pages need revised and edited, spellings, need checked. WP - #11, #12, #13</p> <p><i>School picture re-takes, winter sports pictures, homecoming, clubs and organizations pictures and all winter event pictures should be complete by end of this month.</i></p>	<p>* Sales – Book sales, keeping records, depositing money, etc.</p> <p>* Page creation – inserting background, using template or creating own template, inserting text, pictures, and clipart, effective heading, text, photos, clipart, engaging captions – TECH #4, RA – Information #7</p> <p>*Proofreading – Pages need revised and edited, spellings, need checked. WP - #11, #12, #13</p> <p>* Photography – functions of camera, techniques of photography (angles, light etc.) –RA – Information # 7</p> <p>* Ads – All business ads should be created and money collected.</p> <p><i>Approximately three fourths of the yearbook budget should be raised by the end of this month.</i></p>	<p>* Spring photo and page responsibilities assigned.</p> <p>* Sales – Book sales, keeping records, depositing money, etc.</p> <p>* Page creation – inserting background, using template or creating own template, inserting text, pictures, and clipart, effective heading, text, photos, clipart, engaging captions – TECH #4, RA – Information #7</p> <p>*Proofreading – Pages need revised and edited, spellings, need checked. WP - #11, #12, #13</p> <p>* Photography – functions of camera, techniques of photography (angles, light etc.) –RA – Information # 7</p>	<p>* Page creation – inserting background, using template or creating own template, inserting text, pictures, and clipart, effective heading, text, photos, clipart, engaging captions – TECH #4, RA – Information #7</p> <p>*Proofreading – Pages need revised and edited, spellings, need checked. WP - #11, #12, #13</p> <p>* Photography – functions of camera, techniques of photography (angles, light etc.) –RA – Information # 7</p> <p><i>Spring sports pictures and spring event pictures should be complete by the end of this month.</i></p>	<p>* Page creation – inserting background, using template or creating own template, inserting text, pictures, and clipart, effective heading, text, photos, clipart, engaging captions – TECH #4, RA – Information #7</p> <p>*Proofreading – Pages need revised and edited, spellings, need checked. WP - #11, #12, #13</p> <p>* Photography – functions of camera, techniques of photography (angles, light etc.) –RA – Information # 7</p> <p><i>All pages should be complete, layouts for graduation pages should already be done, and pictures can be inserted after graduation.</i> 2006</p>