

Name _____ Current Grade Level _____ L.A. Teacher _____ Current GPA: _____

Please read **all directions** carefully and complete all sections of the application thoroughly. To be considered for Journalism, you must have a current GPA of at least 3.0 and submit the following:

- **Typed Cover Letter** (In two paragraphs, explain why you want to be on the yearbook staff and what qualities you have that would make you the perfect candidate for our team.)
- **This completed page**
- **Work sample (see next page)**

- **First semester grade report**

The following jobs are available in Journalism class. **Check off the one you feel fits you the best.**

- Editorial Staff:** Responsible for developing our yearbook's theme by taking the words and pictures of the writers and photographers to create the yearbook. Skills needed: Confidence with technology, access to a computer and the internet at home, strong writing skills, an eye for photography, detail, and design. Most importantly, these students must be extremely responsible, reliable, available to work on yearbook outside of class, and work well with others.

- Writer:** Responsible for writing for the yearbook and newspaper. Skills needed include writing, coming up with clever headlines, interviewing people you do not know, and developing in-depth questions for interviews. The best writers are usually students who read or watch the news.

- Photo Journalist:** Responsible for taking pictures for yearbook and newspaper, and writing captions. Skills needed include understanding how to use a camera, feel comfortable taking pictures of students you don't know in a variety of settings, and strong organizational skills needed to upload and store photographs. An outgoing personality (in a professional manner) is also helpful.

- Marketing and Promotion:** Responsible for creating and carrying out a plan to promote our yearbook. This includes making videos, posters, and planning and working cafeteria events. Skills needed: Ability to create videos using iMovie or Moviemaker, strong organizational skills and lots of creativity.

+All candidates must have strong technological skills and access to a computer and the internet from home. Candidates must also have exemplary organizational skills, the ability to stay on task and meet deadlines, availability before and after school, and the ability to talk to teachers and students you are not familiar with.

Work Sample:

Choose one from the following projects to attach to your cover letter.

1. Write an article using the following information. You can ‘create’ additional information if you would like. Your article should include a headline (browse any newspaper to see the format in which headlines are written).
What: New lunch menu to be offered
Where: During Falcon Cove lunches
When: 2017-2018 school year
Who: Local fast food restaurants
Why: To give students a larger variety of food to choose from.
2. Take 5 photographs that tell a story relating to school. **Photos should mostly be of people interacting with others (action shots).** Since you are taking the pictures, you should not be in them. Have a variety of settings, for example, sports photography, classroom or cafeteria setting, etc. For each photo, write a caption using the following criteria: Catchy 2-3 word title, a sentence written in the present tense that explains the action in the photo, and a sentence written in the past tense that gives more of the story behind the photo. **Photos without captions will not be considered.**
3. Create a ‘scrapbook’ spread (two pages side by side) on any topic you choose. Your pages should include a headline (title), photos and captions (see caption criteria above) and a paragraph about your topic. Photos must be taken by you. Your project will be judged on how creatively you put your pages together. Check out magazines for ideas on how to set up your pages.
4. Create a video montage with music or a short commercial to encourage students to buy a yearbook. Use the following info: Price \$37.00, lowest price of the year, online only sales, sale dates: September 1 – September 15. Keep your video to about 60 seconds. (Most commercials are either 30 or 60 second long).

Deadline for completed applications is March 9, 2017

Remember to include your cover letter, this application and one of the work samples from above.

Bring completed applications to Mrs. Malone, room 237, Be sure to include your name and grade if you email your completed application.

Parent/Guardian Consent Form

****Your Parent/Guardian Must Read, Date and Sign****

Dear Parent/Guardian,

Your child has started the application process to join The Cove Yearbook staff at Falcon Cove Middle School. Students have the opportunity to acquire technology, writing, interviewing, art (graphic design) and other media production skills.

Your child will replace one elective class with this yearlong course. The application process is highly competitive, and there will be a very large number of applicants for a limited number of available spots. Not everyone who applies will be accepted.

It is our hope that your child has already spoken with you about this opportunity and its concomitant responsibilities. Please look over the application with your student to ensure that you both understand the requirements and time commitment involved. As one of the top middle school yearbook programs in the county, we have very high standards of achievement in this class. As The Cove yearbook staff manual states: **If selected for the class, students should understand a large part of their grade is based on their ability to work independently, to take initiative, to attend before and after-school work sessions and to meet all deadlines. Failure to meet these guidelines may result in their schedule being changed during the school year and being reassigned from yearbook to another class. Students should realize that high quality middle school publications require a time, effort and quality commitment that differs from that of a regular class. Also, students know that excellent attendance and promptness are required of staff members, as yearbook work cannot be “made up” after absences as may be permitted in other, “regular” classes. Taking Journalism in the 8 grade is a high school course, and students will receive HS credit.**

Working on an award-winning publication requires extra time/effort. While not mandatory for staff, attending the Walsworth Summer Yearbook Workshop in August (\$140, expense paid by FCMS) is a strongly recommended activity and a requirement for editors. this end. Due to publishing deadlines, we will be starting on the actual yearbook at the workshop. Please realize that this is not a unique requirement, but one similar to that of many athletic teams, Band, and co-curricular activities. If at all possible, I expect students to participate in the summer of 2017 as described, and hope that you have discussed this as a family, support.

This form is a required portion of your child’s application packet for the course. If you support your child’s decision to apply for this course, please sign and date below. Without your signature, the application will be incomplete and your child will not be able to be considered for this class. If you have any questions, please do not hesitate to email or call for more information.

Thank you for your time and consideration in this important process. Our goal is to make yearbook a high quality experience for the students involved, as well as for the entire staff and student body at Falcon Middle School.

Sincerely,

Judith D. Malone

The Cove Yearbook Adviser

Judith.malone@browardschools.com