



# ONE & ALL



## BUCKEYE STATE YEARBOOK WORKSHOP

 JULY 20-22, 2020  
 KENYON COLLEGE

## THE WORKSHOP GOAL

It is the goal of the workshop and the workshop staff to provide you with a diverse curriculum presented in a friendly and professional atmosphere that will enable your staff to learn new yearbook skills and concepts.

We hope you would leave the workshop with the following:

- A completed ladder diagram and a master plan for the content and coverage of your 2020 book.
- With the help of our plant artists, a professionally designed cover
- Enhanced computer skills allowing you to utilize all that is available from your software - Computers will be provided for workshop instruction. They will be loaded with InDesign, Photoshop and any other program needed.
- An awareness of the latest in yearbook layout and design trends
- Students who have learned the benefit of working on the yearbook as a team.
- A desire to make your 2020 book the best your school has ever produced.



## REGISTRATION AND DEADLINE INFORMATION:

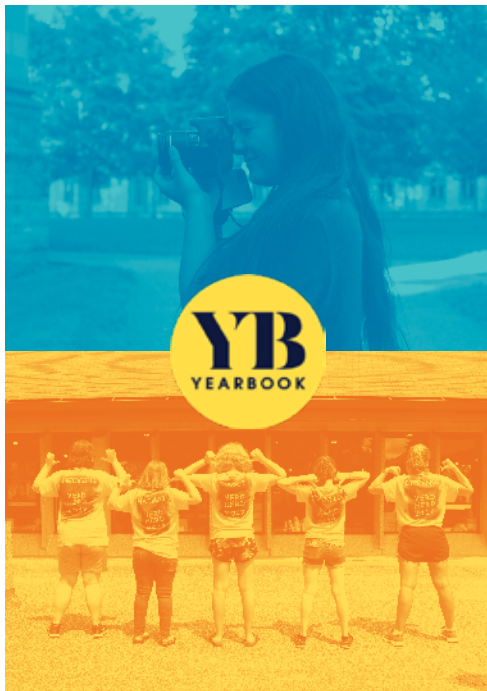
Registration forms are due no later than July 1, 2020. Any registration received after July 1 is subject to a \$35.00 late fee. Also please note: any late registration runs the risk of not having a scheduled planning session with a plant artist.

## CHECK-IN INFORMATION:

Check-In will be in Gund Commons near the corner of East Brooklyn Street and Gaskin Avenue. 9AM-11:30AM on Monday, July 20. Attendees will sign up for classes upon arrival on a first come, first serve basis.

## COURSES OFFERED:

- Cover Session with plant designer
- Basic & Extreme InDesign
- Basic & Extreme Photoshop
- Basic & Extreme Layout Pro
- Theme development
- Staff organization
- Introductory photography
- Extreme photography (hands-on)
- Copy/Headline/Caption writing
- Section and ladder development
- Chronological books
- Book sales
- Advertising
- Fund-raising
- Creating a style blueprint
- New Adviser sessions
- Principles of design
- Book and ad sales marketing



YOU  
& I &  
WE &  
US



# ONE & ALL

## WHAT TO BRING

- Casual dress
- Toiletries & personal gear
- Additional towel/washcloth to use in addition to the ones supplied.
- Laptop/Chromebook (optional)
- School's most recent yearbook.
- Comfortable shoes for walking between classes
- Snacks and spending money (the college bookstore and local coffee shops will be open during the workshop)
- Packaged linens will be provided. Two bath towels, one wash cloth, two sheets and one pillowcase will be picked up upon arrival.

## NOTE TO ADVISERS & PARENTS:

What we expect from our students:

- Students who drive their own vehicles are asked not to leave the Kenyon College campus during the workshop.
- Observation of dorm curfews.
- Attendance of all classes and sessions.
- Students may not have in the possession or consume any alcoholic or controlled substances.
- Jostens and the Buckeye State Workshop are not responsible for lost or stolen items during the workshop.
- Adherence to the rules is expected and anyone breaking or ignoring the rules will be dismissed from the workshop without refund.

## PHONE NUMBERS:

All Hours: 419.261.8004

Kenyon College has average cell phone reception. If your parents/guardians cannot reach you while you are the Buckeye State Yearbook Workshop, please contact Karen at 419.261.8004 and one of the instructors will relay any important messages. If you have any questions not addressed in this flier or have special needs (dietary/medical/etc), please contact Karen at 419.261.8004.

## FEES:

Your workshop fees include all meals, bed linens and instructional materials.

- Students \$350
- Advisers \$350
- Commuters \$275

Please make your best effort to have the full amount paid by registration. Please follow up on school purchase orders. Any lost keys will be charged to the workshop attendee. The cost for a lost key is \$150.00

No cancellation fees for attendees who cancel before July 1st. After July 1st, schools are responsible for the full workshop fee.

Please make checks payable to (payment address only):  
Buckeye State Yearbook Workshop  
1833 Eaglecrest  
Perrysburg, OH 43551



# BUCKEYE STATE YEARBOOK WORKSHOP REGISTRATION DEADLINE IS JULY 1, 2020

Register online at [www.jostensohio.com](http://www.jostensohio.com) or fill out form and return to  
Buckeye State Yearbook Workshop, 1833 Eaglecrest, Perrysburg, OH 43551

Name \_\_\_\_\_  
Address \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
Email \_\_\_\_\_

Male  Female

School Name \_\_\_\_\_  
School City \_\_\_\_\_ State \_\_\_\_\_  
Adviser Name \_\_\_\_\_  
Jostens Rep \_\_\_\_\_

T-shirt Size:  S  M  L  XL  2XL

- Resident Student (\$350)  
 Resident Adviser (\$350)  
 Commuter Student (\$275)  
 Commuter Adviser (\$275)

## Program you will work with in 2020-2021

- InDesign/Monarch  
 LayoutPro on [Yearbookavenue.com](http://Yearbookavenue.com)

## Photoshop Level

- Beginner  
 Advanced

## Yearbook Experience

- First Year  
 2nd or 3rd Year

## Advisers Only:

- I would like to be housed on a student dorm floor near my staff.  
 I would like to be housed on an adviser-only dorm floor.

## REQUIRED MEDICAL RELEASE FORM

Emergency Contact \_\_\_\_\_

Home Phone \_\_\_\_\_

Alternate Phone \_\_\_\_\_

In consideration of the above student or adult, I/we the parents/legal guardian(s) and or spouse of the above named person, or myself, or student, a minor, by virtue of such a relationship do hereby hold harmless, release and forever discharge Jostens Inc., the named Jostens representative(s), the College at which the workshop is being held and the officers, agents and employees from any and all claims, demands, liability, actions, causes of action, attorney fees and expenses on account of damages to personal property or personal injury, which may result from causes beyond the control of and/or without the fault of negligence of Jostens, Inc., the names sales representative(s), the College and their officers, agents and employees, during the workshop. I/we also give our permission that medical attention be administered to the above named or myself in case of emergency. I/we understand that any medical assistance of a more serious nature will be brought to our/my attention as conditions permit.

In case emergency treatment is required, my/our health insurance plan number and carrier are:

Insurance Carrier \_\_\_\_\_

Policy Number \_\_\_\_\_

I understand that the emergency contact will be notified as soon as such communication can be made.

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

Date \_\_\_\_\_

## PAYMENT, PARENTAL CONSENT AND PARTICIPATION AGREEMENT

**ENCLOSED PAYMENT: \$** \_\_\_\_\_

No charge on cancellations before July 1, 2020.

Cancellations after July 1 are responsible for full amount.

If not enclosing the full payment, please indicate the responsible party for the balance due or school PO number:

## PARENT/GUARDIAN CONSENT SIGNATURE

\_\_\_\_\_

## STUDENT SIGNATURE:

\_\_\_\_\_

DATE \_\_\_\_\_

My signature verifies that I have read and understand the conditions of my participation in the 2020 Jostens Buckeye State Yearbook Workshop. Failure to comply with any of these conditions could result in the immediate termination of my participation and non refund of all workshop fees.

1. I may not have in my possession or consume any alcoholic or controlled substances.
2. I and/or my guardian are responsible for payment of damages I may incur upon property used in conjunction with the Jostens Buckeye State Yearbook Workshop.
3. I will not hold the Jostens Buckeye State Yearbook Workshop responsible for any lost or stolen property.
4. I will be in my assigned room on a nightly basis by the 11:00 midnight curfew.
5. I will not operate my or any vehicle off campus property for the duration of the Workshop.
6. I will abide by the rules the Jostens Buckeye State Yearbook Workshop Directors may institute during the workshop.