Web/Ads/Social Calendar for first month

	Monday	Tuesday	Wednesday	Thursday	Friday	The Weekend
WEEK 1			- Seating Chart: People will be getting their table buddies as they walk into the room. [3] - Syllabus: We will be going through the syllabus today. It's required by law so let's roll through it and mark it off the list. [5] -Follow Socials - Team Activity **9**	- Equipment Waiver: We will get this passed out with it due back on Friday/Monday for points. [3] - Final & Honors Project: Let's talk through with everyone what the final is and impt. deadlines. [5] - Assign August Rule of 3 required for Oldbies [10] - First day of school notes [5-15] **10**	- Fill out Email/Parent Contact Form & Share Worknights [10] - Big Picture Activity. Check out other publications. Group exercise. [20] **11**	Continue exploring some of the publications we looked at Friday and come in with ideas on Monday. Black and Gold Weekend
WEEK 2	- Monday stories - [10] - 3 Word Focus: We will work off Friday's class activity toward the goal of giving the group three words to focus for the year. [15] - Goal Setting. Let's set goals as a staff. [10] **14**	- Rule of 3 explanation - Manfull will go through the Rule of 3 for this year and what the plan is. [40] - Story idea activity - We need to start generating some ideas as a group.[10] **15**	- Program's Social Calibration 101 Presentation by Manfull - Choose Rule of 3 - This will take 1/3 of the hour likely. It will be a google form but there will likely be questions with newbies. People will pick top 5 choices. [15] **16**	Evernote & Dropbox 101 - Manfull will give a brief lesson on how to use Evernote for info gathering and how Dropbox can be used. [15] - Editor Rotations: Have editors speak about Roles. May need to pair up. [15] **17**	- How to Ads [50] - Non-ads groups will meet together to start work on their sections. **18**	Work on composition practice with your cell or camera over the weekend. Come in with any questions on Monday you have about shooting.
WEEK 3	- Monday stories - [10] - How to Social [40] - Non-social groups will meet together to start work on their sections. **21**	- How to Web [50] - Non-web groups will meet together to start work on their sections. **22**	- Ads talk in all hours. Exemptions for this are only students who have met ad quota. - Goal will be to have all ads done by beginning of class on Sept. 5 to allow for first paper. **23**	- Google Docs How-To - We will work to show staffers how GDocs are used for photographers. [10] - We will give a 101 on Mac/FHN Media Computer System [15] - Work with staffers on how to Saving and naming files [5] - Photo Requests [5] - Taylor Time **24**	NO SCHOOL Today is a good day to take care of ads since businesses will be open. **25**	Enjoy the long weekend. Work on knocking out ads.
WEEK 4	- Monday stories - [10] - Ads Team Training and Critique Time with Manfull and Sheridan [25] **28**	- Social Team Training and Critique with Manfull and Sheridan [25] - FHNtoday Web Critique and Training with Manfull and Sheridan **29**	- Web Multimedia Options - Discuss options for Rule of 3 [20] [Rule of 3 Time] - Assign Rule of 3 for September. Assignments due Sept. 26. [50] **30**	- FHNgameday Team Training and Critique with Manfull and Sheridan [25] **31**	- Taylor Time - How about a t-shirt day here? Something other than tye-dye. Bleach (just better than last year - ha) or something different to stand out? This would be an all-staff thing. **1**	
WEEK 5	NO SCHOOL **4**	- Monday Stories [5] - Social Team Training and Critique with Manfull and Sheridan [25] - FHNtoday Web Critique and Training with Manfull and Sheridan **5**	4:30 pm - Parent/Teacher Conferences - Rule of 3 Time [20] - Lesson [20] **6**	2:30-7 p.m. - Worknight - 10th graders ACT - Worknight theme? Maybe we could ask for theme ideas from the masses and vote or something this year. - FHNgameday & Ads Teams Training and Critique with Manfull and Sheridan [25] **7**	- Taylor Time **8**	