SPREAD PLANNER

team _____ deadline _____

coverage week _____ page #s _____

PRIMARY LAYER (1): COPY

Topic/Event:

Who:

What:

Where:

When:

Potential Sources (at least 3):

1.

2.

3.

Type of Copy (see back for list):

PRIMARY LAYER (1): PHOTOS AND CAPTIONS

Brainstorm your photos. What's your ideal? What instructions do you have for the photographers?

You will need to cover more than just three people (those listed to the left) in your primary layer. Brainstorm a list of additional people you can cover in your photos. Remember: the goal is to get as many people in the book as possible!

SECONDARY LAYER (2)

Topic/Event:

Type of Coverage:

Potential Sources:

Three Facts:

1.

2.

3.

TERTIARY LAYER (3)

Topic/Event:

Type of Coverage:

Potential Sources:

Three Facts:

1.

2.

3.

THEMATIC LAYER

(I'll have more for the kids to fill out for this type of layer once they figure out what types of thematic mods should run through the book. In this box, they'll need to tell me which thematic mod they will be using, as well as the questions you see to the left.)

TIMLESS STORY

(I loved the idea of planning out a timeless story for each spread - saw it in your response to one of Peter's posts. They'll explain their timeless story here.)

If you plan on having more than four layers, please include the planning information for those layers on the back.

Below, list the stories you will be covering, categorizing them by their traditional section.

STUDENT LIFE

CLUBS

ACADEMICS

SPORTS

list names of people quoted or pictured

GUYS

GIRLS

tally the number of people in each grade pictured or quoted

9	10	11	12

ADDITIONAL CONTENT

Fill out as needed. Don't forget to add additional content to tallies on front!

ADDITIONAL LAYER 1	ADDITIONAL LAYER 2	ADDITIONAL LAYER 3
Topic/Event:	Topic/Event:	Topic/Event:
Type of Coverage:	Type of Coverage:	Type of Coverage:
Potential Sources:	Potential Sources:	Potential Sources:
Three Facts:	Three Facts:	Three Facts:
1.	1.	1.
2.	2.	2.
3.	3.	3.

TYPES of ALTERNATIVE COPY

PERSONAL NARRATIVES
- Bios
- First Person Stories
- He Said/She Said
- Quotes
- Question and Answer
- Looks "Inside"
- Slices of Life

LISTING STORIES
- Glossaries
- Checklists
- By the Numbers
- Dos/Don'ts
- Hot/Not
- Top Ten (or Five or ...)
- How To's
- Pros/Cons
- Fact v. Fiction
- Tips
- Schedules
- Days of the Week
- Where to Go For . . .
- Step by Step Guide
- Favorites

QUIZZES
- Did You Know?
- Can You Match...?
- Can You Remember?
- Game Shows
- True/False
- Self Appraisals
- Fill in the Blanks
- Multiple Choice

INFOGRAPHICS / POLLS
- Charts
- Tables
- Ratings
- Diagrams/Piecharts
- Maps
- Timelines
- Calendars
- Breakdowns (of facts, numbers, etc.)