Engaging content is something to be proud of!

Drawing up the list of events

You can include more than just this year! Feel free to highlight events or people that have made an impression on your class since the beginning. Remind readers what they were like or what they did three, four, or five years ago...

Which memories would this year's class like to relive in 10, 20, or 30 years?

Assigning tasks

Drawing on the strengths of each committee member will make it a more enjoyable experience and help you be more efficient.

Project management:

Who is a good organizer?

Journalism:

Who has good English and enjoys writing? **Photography:**

Who likes taking photos? **Design:**

Who has artistic flair?

Marketing: Who is a good communicator?

Having fun as you put the yearbook together

Project management

~	Project components	Contact	When do I start?	When do I finish ?
	Communication with Laurentien			
	Yearbook outline Obtain the list of graduating students and staff members to include in the yearbook Determine the number of pages for each event or section Determine the number of graduating students per page Assign page layout to the committee members			
	Texts from graduating studentsDetermine the number of words or charactersGive the instructions to the graduating students (in connection with the journalism component)Track texts' submissionEdit texts from graduating students Track the editing of texts			
	Cover Enter the final choices in your online file Fill in the draft sheet (if necessary) Send your materials to Laurentien Enter the list of personalizations for the cover in your online file			
	Completed pages Make sure that the content is complete Make sure that the texts have been edited Send pages			
	Meeting deadlines Make sure that deadlines are met Suggest solutions when deadlines are missed			

The left-hand menu in Boogie provides committee members with a whole range of guides and resources for managing your project.

There is an automatic layout feature for the sections that use text boxes. For more information, call Customer Service at 1-888-875-3290, extension 1

You can send us your digital files via the Boogie message center.

Did you know?

Journalism

V	Writing or collecting texts	Contact	When do I start ?	When do I finish ?
	Graduating students' section			
	Topics to include (anecdotes, most memorable person, favorite sport, etc.)			
	Should be consistent with the yearbook theme			
	Text format (Q&A, continuous text or not)			
	Writing a substitute piece for missing texts			
	Staff members' section			
	Event pages			
	Celebrations			
	Travel			
	Excursions			
	Tournaments			

Jot down your ideas



Have fun with creative headings (The Big Apple, rather than Trip to New York). Include a description of the event shown to provide context for the reader. Why not include an anecdote? The idea is to bring back memories and create a point of interest.

Photography

V	Taking or collecting photos	Contact	When do I start ?	When do I finish ?
	Official photos of the graduating students			
	Groups			
	Committees			
	Seasonal celebrations organized by the school (Halloween, Christmas, Valentine's Day, etc.)			
	School trips			
	School excursions			
	Sports tournaments			
	Student life Have fun taking spontaneous shots of graduating students going about their daily routine, with people you see regularly			
	Photos from the past			

Jot down your ideas



Get your classmates involved!

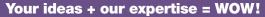
As soon as you launch your project, we suggest creating an email address or a private Facebook group where all students in the school can send you their favorite photos. You can even set up a vote for the most popular photos!

Design

Selecting the theme Selecting a theme will make your subsequent choices for the yearbook easier. It will also create a link between the different sections. Topic (time, the future, success, etc.)Image: Constraint of the success, etc.)Style (traditional, simple, modern, etc.)Style (traditional, simple, modern, etc.)Image: Constraint of the success, etc.)Don't just look at previous yearbooks for inspiration ! Search the Web, Pinterest, or Instagram to find a style that you like and use that as inspiration for your theme. Color palette Character selection Visual documents for inspirationImage: Constraint of the success, etc.)Designing the coverImage: Constraint of the success, etc.)Image: Constraint of the success, etc.)Designing the inside cover pages Group photo Customized layoutImage: Constraint of the success, etc.)Image: Constraint of the success, etc.)Designing the base templates Graduating students Staff members Introduction pages Activities pagesDesigning the base templatesImage: Constraint of the success, etc.)	~	Creative process	Contact	When do I start ?	When do I finish ?
Searching styles Don't just look at previous yearbooks for inspiration ! Search the Web, Printerest, or Instagram to find a style that you like and use that as inspiration for your theme. Color palette Character selection Visual documents for inspirationSearch the Web, 		Selecting a theme will make your subsequent choices for the yearbook easier. It will also create a link between the different sections.			
Don't just look at previous yearbooks for inspiration! Search the Web, Pinterest, or Instagram to find a style that you like and use that as inspiration for your theme. Color palette Character selection Visual documents for inspirationImage: Color palette Character selectionImage: Color pale		Style (traditional, simple, modern, etc.)			
Character selection Visual documents for inspirationCharacter selectionImage: SelectionDesigning the coverImage: SelectionImage: SelectionImage: SelectionDesigning the inside cover pages Group photo Customized layoutSelectionImage: SelectionImage: SelectionDesigning the base templates Graduating students Staff members Introduction pagesDesigning the base templatesImage: SelectionImage: Selection		Don't just look at previous yearbooks for inspiration! Search the Web, Pinterest, or Instagram to find a style that you like and use that as			
Visual documents for inspirationImage: Constraint of the co		Color palette			
Designing the coverImage: Cover pagesImage: Cover pagesImag		Character selection			
Designing the inside cover pages Image: Comp photo Coustomized layout		Visual documents for inspiration			
Group photo Customized layoutImage: Customized layoutDesigning the base templates Graduating students Staff members 		Designing the cover			
Customized layoutCustomized layoutImage: Customized layoutDesigning the base templates Graduating students Staff members Introduction pagesImage: Customized layoutImage: Customized layout		Designing the inside cover pages			
Designing the base templates Image: Construction pages Graduating students Fraction pages		Group photo			
Graduating students Staff members Introduction pages		Customized layout			
Staff members Introduction pages		Designing the base templates			
Introduction pages		Graduating students			
		Staff members			
Activities pages		Introduction pages			
		Activities pages			

Jot down your ideas

Suggestions



Our Graphic Design Department can help you at every step of the way as you create your yearbook. Contact Customer Service for details.

Marketing

~	Selling the yearbook	Contact	When do I start?	When do I finish ?
	Sharing information about the yearbook			
	Create a Facebook page or email address to send messages and collect ideas or material Create posters with information about:			
	Who is collecting the various components			
	The priceHow to order and payment methods			
	• The launch date			
	Setting up presales			
	Find a location for the booth			
	Let people know a few days in advance			
	Spreading the excitement at school			
	Make announcements on the student radio station			
	Share information about the project's progress (but keep the content secret !!)			
	Keep an updated list of yearbooks sold			
	Collect the money			

Jot down your ideas



You can find marketing tools and tricks in the left-hand Boogie menu.