

## Tips for Motivating Students

**Set Clear Expectations:** At the start of the year, provide clear expectations to yearbook staff members regarding time requirements, grading guidelines, role responsibilities and deadlines.

**Make It a Group Effort:** The staff must be a team to make the yearbook a success. Involve the whole yearbook staff in decision making. Start by brainstorming and selecting the theme together.

**Recognize Jobs Well Done:** Take the time to let staff members know that you appreciate what they do. A "thank you" takes little effort and goes a long way. Write notes to students or parents recognizing a student's good performance.

**Utilize People's Talents:** Find out staff members' talents and nurture them. Staffs are made up of more than writers and photographers. People good at design, business, sales and organization are also needed.

**Get to Know Each Other:** Create an atmosphere in which staff members share ideas and resources throughout the year. Help the staff get acquainted early on and build a team. A person who is a member of a cohesive team will work harder so they don't let the team down.

**Celebrate:** There's always a reason to celebrate: meeting a deadline, reaching a sales or advertising goal, receiving final yearbooks. A party makes all of the efforts worthwhile.

## Try this out

**Theme T-shirts:** Distribute theme t-shirts or ball caps to the yearbook staff.

**Small presents:** Keep a supply of small presents on hand for anyone who needs a "lift".

**Birthday parties:** Recognize staff member's birthdays – throw a small party each month.

**Annual Staff Banquet:** Arrange an annual yearbook banquet.

**Send thank you notes:** Everyone likes to feel appreciated. Send a note to the parent of the student letting them know how well their son/daughter is doing in yearbook.

**Staff member of the month award:** Pick a staff member of the month and post his/her picture and accomplishments in a prominent place.

**Offer prizes:** Offer cash prizes for students that produce the best yearbook sales. Movie passes or special privileges work great also.

**Celebrate:** celebrate deadlines and accomplishments with pizza parties!

**Food:** One of the best motivators for students is food. Toss out a goal, back it up with an incentive to hit the goal, then cut your staff loose.

## Tips for Motivating Students

- Find something positive and good about every student. Write the names of all your students on a sheet of paper and beside each name write down one good thing and one positive thing.
- Use every opportunity to recognize your students for all their improvements, accomplishments, extra efforts, and contributions of ideas to the yearbook project.
- Compliments and encouragement to one student in front of the yearbook staff inspires the entire group.
- When you catch a student doing something right act quickly to acknowledge this good performance.
- Respect each student as an individual and treat them fairly. Don't make assumptions. If you are not sure ask the student.
- Choose a reward carefully so that it cannot be viewed as a form of bribery.
- Make each student feel important. Make time for each student, especially when they are seeking you out for advice, clarification, or just to ask a question or make a comment.
- Create opportunities for each of your students to be a winner. You can do this by personalizing the instruction or assignments, choosing familiar topics for a discussion. Suggest learning tools that would be helpful.
- Clearly define what you expect in assignments. Every learner comes to class with varying levels of experience and skills. Not all students will know how to manage their time efficiently, overcome procrastination, improve study skills, how to complete an assignment that meets an instructor's expectations.
- Give the student some power. Ask students for their input or feedback about layout design, theme usage, page content, goals and expectations. This keeps them involved in the learning experience and gives them a sense of **ownership**.
- Challenge students by introducing new learning experiences and giving them responsibilities.
- Show students that you care and that you are interested in their life and future. Show them that anything is possible, that their opportunities know no bounds.
- Support your staff by demonstrating that you are on their side. Listen to their concerns or complaints.
- Be sincere. This is one of the most important factors in motivating students. Verbalizing your approval is not the only way to praise students. A simple thumbs up gesture can be very meaningful. Use your good/positive list as a reminder of a student's good points when conveying sincerity is difficult.
- Make yearbook fun. Students enjoy doing things from which we derive pleasure. Therefore we must as advisers make our yearbook class fun and meaningful so the students will want to learn and participate.