



ADVISER ASSISTANCE



VARSITY YEARBOOK

A little planning now = major momentum later

Want to get a head start on next year's yearbook? [Consider attending a local summer workshop or camp](#) — or host your own mini summer session! Whether it's before or after a summer camp or as a standalone event, a casual work session is a great way to kick off next year. If you're a fall-delivery book, summer workshops are still a great idea, and they can lead into a fruitful workday later in the year.

Here's how to DIY your own mini summer session:

- **Pick a date and time:** Choose a 2–3 hour window that works for your editorial team. Afternoon snacks or a morning coffee meet-up? You decide!
- **Plan a simple agenda:** You don't need a full-blown schedule — just a few discussion points to guide your time. Try:
 - Reviewing last year's book: What worked? What would you improve?
 - Brainstorming theme ideas and section concepts
 - Talking about roles and staff strengths
 - Setting one to two big goals for the upcoming year
- **Choose a low-stress location:** The classroom works, but so does a local coffee shop, library room or even a park. Keep it relaxed and fun!
- **Gather your tools:** Bring whatever gets the ideas flowing:
 - Sticky notes, whiteboard, sketchpads
 - Yearbooks, [Portfolio](#) or magazines for inspiration
 - Access to your ladder
 - Pinterest boards or theme presentations
- **Wrap with a game plan:** End your session with a clear next step — maybe it's creating a staff org chart, finalizing a theme presentation or planning coverage assignments before school starts.

Snap a photo of your staff at hard at work and tag [@varsity_yearbook](#) — we'd love to see your yearbook staff in action!

Need to rewind? All previous [Adviser Assistance emails](#) are available on their own page.



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