Spring Delivery

ADVISER TIMELINE CHECKLIST

November 2026

General

- ☐ Make sure the items from your October checklist are complete.
- ☐ JEA/NSPA Fall National High School Journalism Convention will be Nov. 19-22 in Orlando; visit jea.org or studentpress.org/nspa for more information.
- ☐ Continue your social media presence. Use Walsworth's Social Media Calendar for inspiration. This is a great place to conduct polls and surveys for infographics on your spreads.

Sales

- ☐ Boost your yearbook sales with some great holiday graphics from our Social Media Resources page.
- ☐ Everyone loves a deal! Promote Cyber Monday yearbook and ad sales using our editable materials.
- ☐ Watch the replay of the Yearbook Lingo training video.

Training & Organization

- ☐ Download our Get the Most Out of School Store Coupon Codes eBook for great ideas.
- ☐ How can you effectively and ethically use AI this school year? Learn strategies in our latest Yearbook Suite unit, Using AI: Ethical Considerations for Yearbook Staffs.
- ☐ Take advantage of our Class Starters, a series of 10-15 minute education training video clips you can use at the start of class.

Creation

- ☐ With your first deadlines approaching, download this handy Yearbook Spread Checklist for editors and staffers to review.
- ☐ It's deadline season – finish ads, opening dividers, section dividers, student profiles, people pages, fall sports and/or chronological spreads for the fall as well as your cover and endsheets.
- ☐ Mini-deadlines are key to deadline success; tell your staff how far they should be on spreads before the final deadline, and give yourself time to proof all the work.
- ☐ Be open to additional stories you may not have considered – a few surprises always come up.

Photography

- ☐ Need photos? Continue to promote Yearbook Snap and request photos from your students and parents for past or upcoming events like Homecoming, Halloween, Thanksgiving and more.
- ☐ Check out the Yearbook Suite unit, Photojournalism: Telling Stories with Images, to share how to take quality photos for your book.