

# THE LADDER



## Ladder Diagramming Made Easy

The ladder diagram shows what will be covered on each page of your yearbook. By answering the questions below, you will have the information you need to complete the ladder.

Use last year's book as a reference, but don't feel obligated to arrange this year's book the same way. Be creative!

The second portion of the step-by-step guide will help in constructing the ladder.

### Special Pages

ANSWERS

ADJUSTMENTS

1. How many pages will your book have?

2. List the number of pages needed for each of the following:

Title Page	_____	_____
Opening Section	_____	_____
Division Pages	_____	_____
Closing Section	_____	_____
Index Pages	_____	_____
<b>Total Special Pages</b>	_____	■ _____

### Student Portraits

3. What is your total student enrollment?

4. List the number of:  
(Include other grades if necessary.)

Seniors	_____	_____
Juniors	_____	_____
Sophomores	_____	_____
Freshmen	_____	_____

5. How many mug shots will be on each page?  
(Include space for candid and copy, if desired.)

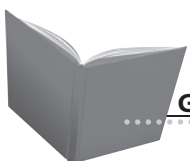
Seniors	_____	_____
Underclassmen	_____	_____

6. How many pages will be assigned to each class?

Seniors	_____	_____
Juniors	_____	_____
Sophomores	_____	_____
Freshmen	_____	_____

7. The total number of pages to be used for student mug shots is:  
(Add the four lines from question #6.)

_____	■	_____
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**Faculty Portraits**

**ANSWERS**

**ADJUSTMENTS**

- 8. How many faculty members are to be included? \_\_\_\_\_
- 9. How many faculty portraits will be on each page?  
(Consider candid, copy, etc.) \_\_\_\_\_
- 10. The total number of pages needed for faculty portraits is: \_\_\_\_\_ ■ \_\_\_\_\_

**Administration/Staff**

- 11. How many pages will administrators and staff members need?  
(Staff includes maintenance crew, cafeteria personnel, security guards, librarians, secretaries, counselors, A.V. personnel, bus drivers, etc.) \_\_\_\_\_ ■ \_\_\_\_\_

**Sports**

- 12. List all sports and the number of teams fielded in each sport.  
(ie.; Basketball – men’s varsity, men’s junior varsity, women’s varsity) \_\_\_\_\_
- 13. List the number of pages to be allotted for each sport/team. \_\_\_\_\_
- 14. How many pages will be needed for all sports? \_\_\_\_\_ ■ \_\_\_\_\_

**Clubs/Honors Groups**

- 15. List all clubs/honor groups. \_\_\_\_\_
- 16. List the number of pages needed for each club/honor group. \_\_\_\_\_
- 17. How many pages are needed for all clubs/honors groups? \_\_\_\_\_ ■ \_\_\_\_\_

**Performing Groups/Shows**

- 18. List all performing groups/shows. (ie., bands, choirs, plays, etc.) \_\_\_\_\_
- 19. How many pages will be needed for each performing group/shows? \_\_\_\_\_
- 20. How many pages have been allotted for all performing groups/shows? \_\_\_\_\_ ■ \_\_\_\_\_

**Academics**

- 21. List the academic areas to be included. \_\_\_\_\_
- 22. How many pages will be needed for each academic area? \_\_\_\_\_
- 23. How many pages will be needed for the academic section? \_\_\_\_\_ ■ \_\_\_\_\_

**Other**

- 24. Consider fashion/fad pages, current events and feature stories on student jobs, faculty hobbies, etc. Also, think about other events, things or people that deserve coverage. List all of those “others” along with the number of pages to be allotted to each. \_\_\_\_\_
- 25. How many pages will be needed for these “others”? \_\_\_\_\_ ■ \_\_\_\_\_

Add lines marked with ■. These should equal the total number of pages you plan for your book.  
(Refer to question #1.)