

Fifth Grade Quotes: Google Form setup

Create a new Google Form from this sheet (Google Forms cannot import a document), then share it as a template. From Rethink Yearbooks. Free for any school, whichever company makes your yearbook. rethinkyearbooks.com/resources

Form title and description

Title: [School name] Fifth Grade Quotes [year]

Description: Every fifth grader gets one line in the yearbook, in their own words. Please answer the question below in [limit] characters or fewer. Your answer may be edited for length and kindness.

Questions

- 1. Student name (required, short answer).** Help text: Type the name exactly as it appears on the class roster.
- 2. Class or teacher (required, dropdown or short answer).** List your fifth-grade classes, so each quote can be matched to the right child.
- 3. Your quote (required, paragraph).** Use ONE prompt for the whole grade, and put the length limit in the question. Pick one:

- What do you hope to be when you grow up?
- Your favorite quote or saying
- Something you love about school
- Advice for younger students

Turn on response validation for the length limit (Form settings → Response validation → Maximum character count) so nobody can go over it.

Settings

- Responses: turn off “Collect email addresses” unless you need it.
- Limit to one response per person only if students sign in; otherwise leave it off.
- Close the form on your deadline (add the date to the description).

Running it, step by step

- Copy the form and set your school name, year and the prompt you chose.
- Add a length limit that fits the space beside a portrait or in your quote layout, and put it in the question.
- Ask for the student’s name exactly as it appears on the class roster, plus their class, so each quote can be matched to the right child.

- Decide who fills it in. Either students complete it in class with their teacher, or families complete it at home. In-class tends to reach every child in the grade.
- Set a deadline before your photo deadline, so the quotes are in before page building starts.
- Chase the gaps. Compare responses against the fifth-grade roster and ask teachers about the missing names, the same way you would track photo coverage.
- Read every quote before it goes in. Check the wording is appropriate and kind, and that a “favorite saying” isn’t a joke at someone’s expense.
- Proofread names against the roster, not against the form. Most yearbook complaints are about a misspelled name.