

SENIOR PORTRAITS DUE:

FRIDAY, OCTOBER 11TH

non-negotiable; senior portraits will NOT be accepted late

You've made it to senior year and now it's time to think about your senior portraits! This is the chance for you to show the world the mature, young adult you have become. This is the time to be classy and professional and put your best foot forward.

MSSH Summit Staff will only accept photos electronically through a secure site hosted by our publisher, Herff Jones, where parents or professional photographers can upload a senior portrait.

PHOTO REQUIREMENTS

Images **MUST** follow the requirements listed below or they will be rejected by Summit Staff and/or adviser. The yearbook staff/adviser reserves the right to refuse a photo based on inappropriateness, quality of photo, violation of requirements, etc. You will be notified if this situation arises. ***By submitting your photo through the Herff Jones secure portal, it is understood you have been made aware of these requirements and that your photo could be rejected if it violates the following.*** These requirements are stated so because these senior portraits are showing off the next generation of young, mature adults about to go out into the world and accomplish great feats whether it be work, trade school, or university/college. These photos are to represent The Wildcat Way; these photos are to represent Dignity, Class, and Respect. Photos should be classy and taken seriously. If these requirements are not met or if the photo is submitted late, a student's Dorian's photo will be substituted (if appropriate and available).

BASICS

- » Photo size: 4" x 6"
- » Vertical orientation
- » Headshots: bottom of chin to top of head measures 1.25" - 1.5"
- » 300 dpi resolution (minimum)
- » **Saved as a .JPEG/ .JPG**
- » Name file: **LastName_FirstName**
(use LEGAL name: ex: Smith_Jonathan; *not* Smith_Johnny)

SUBMISSION PROCESS

1. Go to **HJshare.com**
 2. Enter our school code: **MSSH2020** (case sensitive)
 3. Enter information of person uploading photo, **NOT** senior's information
 4. Click green button: "Select Images for Upload"
 5. Browse your computer for the image and click "Choose"
 6. Enter senior's grade, first and last LEGAL names, and description of photo (clothing style/color, hair/eye color, etc.)
- **You will receive a confirmation email from Yearbook Staff upon receipt of photo**

ACCEPTABLE

- » Vertical orientation
- » Waist up
- » Exceptionally clear photos
- » Photos have good exposure
- » Basic front view: traditional poses only
- » Professional grade camera used
- » Props are acceptable if they do not detract from senior
- » Entire face can be seen
- » Both eyes can be seen and are facing forward
- » Face is in all sun or all shade
- » Displaying dignity, class, and respect in all manners
- » Professional clothing

UNACCEPTABLE

- » Horizontal orientation
- » Full body photos
- » Soft focus/out of focus or under/overexposed
- » Selfies, glamour shots, social media style, etc.
- » Cell phone shots
- » Sunglasses or objects obscuring students' face
- » Hands/objects in front of face
- » Looking behind or to left/right
- » Immodest shirts, skirts, shorts, dresses, etc.
- » Hats of ANY type
- » Hard shadows on face
- » Hand signals/symbols of any kind
- » Objectionable/illegal props
- » Inappropriate words/logos/etc. on clothing

The senior section is one of the most important sections of the yearbook and we want every senior's portrait included. It is crucial that the quality of your child's portrait meets the printing standards set by our publishing company. To ensure the senior is represented in the best light, photos will be color corrected and will be cropped. Further, in order to meet the October 11th deadline, senior portraits must be taken as soon as possible.

If you are unable to secure a professional photographer, the yearbook staff/adviser would be more than happy to set up a time with your child to have their photo taken. We offer both indoor and outdoor photo options free of charge for seniors in need. Please contact the yearbook staff/adviser for more information and/or questions **before October 4th**.

SUBMISSION OF SENIOR PORTRAITS: DUE: FRIDAY, OCTOBER 11TH

****non-negotiable; photos will NOT be accepted late****

REMEMBER TO BUY A YEARBOOK!

Yearbooks are on sale until **Friday, December 20, 2019**. Cost is \$45. Payment can be made through the business office. Keep record of payment.

SENIOR TRIBUTES DEADLINE

Senior Tributes are due **Friday, November 15, 2018**. Payment can be made through the business office. Please keep record of payment.

QUESTIONS/COMMENTS/CONCERNS:

Yearbook Adviser: Rebecca Whitaker
Email: mshsyearbook@mead354.org
Phone: **509.465.7302**

****Emails and voicemails will be returned within 48 business hours****