



Hello 2024 Seniors and their Guardians,

It's time to start thinking about senior photos for the yearbook! Please note that senior photos are due by **DECEMBER 22nd, 2023** in order to be included in the yearbook. If we do not receive an acceptable photo, the student ID photo will be used. Please discuss the following with your photographer BEFORE photos are taken, since not all images are acceptable.

Photo Requirements:

- **IMPORTANT: Face must fit within and approximately fill the dotted lines**
(we will crop/zoom in if necessary, but we cannot zoom out or add more background for you)
- Name the file with the student's name (Last_First)
- Head and shoulder shot
- Follow school dress code
- **NO HATS!**
- No black or white photos
- No props in yearbook photo
- Do not submit screen shots
- Vertical photo (portrait orientation)
- Minimum **3.5" H by 2.5" W** at **300 dpi** (dots per inch) or 900 x 750 pixels
- TIF or JPEG file
- Non-distracting background preferred

How to submit a senior photo to the SHS Yearbook:

1. Make sure the photo meets all the requirements listed at the right. If unsure, upload multiple options and we will use the best fit.
2. Go to <https://images.jostens.com/03shJCQbJ579gNZEZI4E-A> to submit the picture. If it asks for an ID please use **03shJCQbJ579gNZEZI4E-A**.
3. Click on "Choose file"
4. Select your photo and click "open"
5. Fill out the required contact information for yourself in case the yearbook staff needs to contact you (top) and identify the student pictured (bottom). Please use the student's full/legal name rather than a nickname.
6. Click on "Upload Chosen Images"
7. If you would like an additional confirmation on your photo submission, please send me an email, and I can confirm that we received your photos.

Please reach out with any questions.

Chelsey Schaumberg

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