

Dear Senior Parent/Guardian,

Congratulations to you and your senior! The Auroran Yearbook Staff would like to inform you of some important deadlines for seniors concerning the yearbook. There are 2 very important sections to read in this letter:

1. Senior Picture Information for the Yearbook
2. Ads for Grads – childhood picture information

Senior Pictures for the Yearbook – Due November 18, 2016

Senior pictures will only be accepted by submitting them to the Josten's website. If your photographer wants to submit your picture for you, it is up to you to talk to the photographer and tell them the process. Photos received after this date cannot be guaranteed a place in the yearbook

To submit your picture, follow these steps:

*** Remember, the pictures must be **vertical**. The image size should be a minimum of 750px X 1050px***

IMPORTANT: THE FILE NAME NEEDS TO BE THE LAST NAME, FIRST NAME OF THE STUDENT TO BE SUBMITTED! This needs to be done BEFORE uploading the picture to the website. They are sorted alphabetically so the last name needs to be first. If this is not followed, pictures may not be used.

(For example: Brown,Katie.jpg)

1. Go to www.images.jostens.com

The user id is: 406053601

2. Choose the file you want to upload, it needs to be a tif or jpeg format.
3. You then need to enter your email, your full first name and last name then save.

If you have any questions email me at katie.brown@mcsdonline.org

Please take the following guidelines into consideration when choosing your yearbook picture:

1. The photo **must** be shoulders and head only (no full length body shots).
2. There should be no other person.
3. No selfies will be accepted or photos that are screen shots.
4. There are no props allowed and no hats allowed. (the person only)
5. There should be no dramatic filters used (the photo looks blurred next to others).
6. The photo must be in the "portrait" orientations (vertical photo) (photographers will understand). Absolutely NO "landscape" (horizontal) photos will be accepted.
7. The yearbook staff has the right to deny photos that do not meet the above criteria.

Senior Ads for Grads form

Ads for Grads – Childhood Pictures – Due October 7, 2016

It's time to get those Childhood Memories ready for the yearbook. Attached to this letter is the form we need filled out to include your senior in the yearbook. The deadline **is October 7, 2016**. Please make a note of this and get your ad in as soon as you get this letter. No ads will be accepted after this date.

Ads for Grads Instructions (All materials must be sent in together, Please **do not email** in any information:

Step 1: Select a photo to be included and write your child's name on the back of the photo.

Step 2: Write your message to your senior. Messages that are too long will be shortened to fit.

Your Message: **Limit of 150 letters, spaces, and punctuation.**

Step 3: Include \$35 for the ad. Please make checks out to Muscatine High School.

Step 4: Fill out the information below.

Senior
Name: _____

Name of person submitting
ad: _____

Address of person submitting
ad: _____

Phone Number of person submitting
ad: _____

Email address of person submitting
ad: _____

Step 5: Submit everything to Katie Brown at Muscatine High by mailing it to 2705 Cedar Street, dropping it off at the attendance office, or dropping it off in Room **21-035** on or **before October 7, 2016.**

Thanks!

Katie Brown (katie.brown@mcsdonline.org)

MHS Auroran Yearbook Advisor and staff.