

Dear Senior Parent/Guardian/Student,

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. The second item is located on the second page.

- 1. Senior Pictures for the Yearbook – Due Friday, December 9th, 2022**
    - a. No cost → one submission per senior
  - 2. Baby Ads for Grads (childhood picture information) - Due Friday, December 9th, 2022**
    - a. \$35 per ad → can have multiple submissions per senior
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## **1. Senior Pictures for the Yearbook – Due Friday, December 9th, 2022**

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. If a senior picture is not provided, the most updated school picture will be used.

### **Here are the guidelines for photo submissions:**

- The pictures must be vertical (portrait orientation).
- The photo must be head and shoulders only (no full length body shots).
- There should be no other person.
- No selfies will be accepted or photos that are screen shots.
- There are **no props, hand gestures, and/or hats** allowed (the person only).
- There should be no dramatic filters used (the photo looks blurred next to others).
- No "landscape" (horizontal) photos will be accepted.

*\*pictures that do not follow these will not be used. You will be notified if the picture is not accepted and given a chance to submit another picture by the deadline or the default Lifetouch for student IDs will be used.*

To submit your senior portrait picture, follow these steps:

- 1) Go to <https://images.jostens.com/416225839>
  - a) **And copy and paste the User ID: 0BQoSVvppAAMDLYxSZ1ZyBQ**
- 2) Choose the file you want to upload
- 3) Enter YOUR contact information
- 4) Enter the SENIOR information
- 5) Brief description of portrait (ex. Shirt color, in front of tree)

*\*For assistance or questions, please email Alex Rauenbuehler @ [alex.rauenbuehler@mcsdonline.org](mailto:alex.rauenbuehler@mcsdonline.org) or Aubrey Haney, Senior (Chief Editor) @ [ah110640@mcsdonline.org](mailto:ah110640@mcsdonline.org)*

**FYI:** [The Auroran // MHS Yearbook Sales 2021-2022](#)

**FYI:** [Yearbook Distribution // Pickup](#)

## 2. Baby Ads for Grads - Due Friday, December 9th, 2022

Honor your senior with a Baby Ad for Grad (an Auroran tradition!). Each ad is \$35. You are not limited to one ad. NO Baby Ads will be accepted after the date above. *Baby ad notes cannot exceed a limit of 150 characters (including spaces and punctuation). Example of a 62 character message: You have never failed to make us smile! Love, Your Big Brother.*

To **fully** submit a Baby Ad for Grads, follow these steps:

- 1) Complete each step in the attached **Google Form**
  - a) <https://forms.gle/E37oJuwWgGgmYBMR6>
- 2) **Finalize & pay** \$35 for your baby ad:
  - a) **Online through In-Touch w/ Credit Card:** Go to your Powerschool Parent Portal, click on Purchases and Payments, Login to In-Touch, Go to Registration, Food Services, Transportation, etc., Click on Activity Ticket and MHS Yearbook, Indicate Yearbook, Submit payment of \$35 through the Checkout feature
  - b) **Over the Phone w/ Credit Card:** Call the MCSD Board Office @ (563) 263-7223 and ask for Wendi Schmelzer.
  - c) **In-person @ MHS with card, cash, or check:** Go to Mindy Stoltzfus in the Activities Office (can have an adult or MHS student bring in)
    - i) Please know the name of the person submitting, the seniors name, and the description of the imaged used as entered in the form and photo submission
  - d) **By Mail with cash or check:** Place \$35 cash or check (made out to Muscatine High School Yearbook) with a note that indicates the person submitting, the seniors name, and the description of the imaged used as entered on the form and photo submission

\* Baby Ads for Grads submitted without payment will not be included in the yearbook.

*\*If you would like direct assistance with this process, please physically bring in the image and payment to MHS and go to Mindy Stoltzfus in the Activity Office. For all other questions, please email [alex.rauenbuehler@mcsdonline.org](mailto:alex.rauenbuehler@mcsdonline.org) or Taya Melendez, Senior (Staff Member) @ [tm111294@mcsdonline.org](mailto:tm111294@mcsdonline.org)*

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