

## Senior Pictures and Quote Guidelines 2021-22

Dear Class of 2022 students and parents:

It's time to plan for your senior photos! You have the option to choose where to have your photographs taken, so talk to friends and family for recommendations about the photographer who will best work for your family. No matter who you choose, the guidelines for photos are as follows:

- Please follow these guidelines closely as photos not meeting the requirements will NOT be accepted for the yearbook. If you do not submit a senior picture we will use the picture you have for your student ID.
- **All Information is in Panther Pack Under Resources in the Yearbook Folder**
- **Senior Pictures and Baby pictures are due by Monday, December 20, 2021.**
- Photographs must be emailed to the [yearbook@lmsdoh.org](mailto:yearbook@lmsdoh.org) with the subject as **"Senior Picture" and the student's name**. (i.e. Senior Picture First Name Last Name). Email the baby picture to [yearbook@lmsdoh.org](mailto:yearbook@lmsdoh.org) with "Baby, Student's Name in the email's subject.
- You will receive a confirmation email after we receive your picture. If you do not receive this, please contact staff at [yearbook@lmsdoh.org](mailto:yearbook@lmsdoh.org). **Email the pictures as a JPEG or PNG.**

### Senior Photo Requirements:

- The photograph must be a vertical (portrait – not landscape orientation) head and shoulders shot. Full-body shots will not be accepted. **The picture must be taken front view, eye level, not a profile or ¾ shot.**
- The photograph must be full-color.
- The photograph must be an indoor photo with a solid background or an outdoor photo with subtle background. Photos with trees, cars, sports equipment will not be accepted.
- The photograph must be of professional quality (i.e. taken by a professional photographer or talented family/friend).
- We do not allow "selfie" style photos.
- Please make sure that the resolution of the picture is at least 150 pixels per inch (or 300 dpi) to ensure a high quality photo for the yearbook.

We want to include every senior this year, so if there is an obstacle to getting your senior picture taken, please see the yearbook adviser, Ms. Frederick, as soon as possible so we can help you with this process. **We will use the senior's Lifetouch**

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school picture if we do not receive a senior picture. If you have questions, please email [yearbook@lmsdoh.org](mailto:yearbook@lmsdoh.org)

### Senior and Baby Pictures:

\*Photographs must be emailed as a jpeg file to [yearbook@lmsdoh.org](mailto:yearbook@lmsdoh.org) with **the subject as "Baby Picture" and the student's name (i.e. Baby Picture First Name Last Name).**

**Senior Quote Requirements:** (Not due until February 18, 2022) Ms. Frederick will send out a google form for each senior to complete their quote after winter break (February 4, 2022).

### Quotes Must:

- be no more than 25 words
- include attribution (who said it)
- include no libelous statements
- include no sexist, racially charged language, or other hate-speech
- include no sexual, drug, or alcohol references or innuendos.
- pass screening by the yearbook adviser and school administration
- Your quote must be emailed to [yearbook@lmsdoh.org](mailto:yearbook@lmsdoh.org) with the subject written as "Senior Quote" and the student's name (i.e. Senior Quote First Name Last Name).

**Senior Ad Purchases can be made at [yearbookforever.com](http://yearbookforever.com). Senior Ads are due May 20, 2022.**

All senior pictures (baby pictures and senior pictures) are due on December 20, 2021 by 3PM. All senior quotes are due February 18th by 3PM.

If you have any questions then please reach out to the yearbook advisor, Ms. Frederick, at [yearbook@lmsdoh.org](mailto:yearbook@lmsdoh.org) OR talk to your yearbook staff.

Thank you,

Ms. Frederick