

SCANNER Yearbook Senior Photo Memo

WHO? Members of the Class of 2018

WHAT? Need to have their Senior Photos taken

All Yearbook Photos must be taken according to the following guidelines:

- *Photo should be a formal/semi-formal pose**
- *Photo must be full color**
- *Your choice of any appropriate background**
- *Hands may be included in photo**
- *NO hats, head coverings, or props may be used**
- *NO close-up photos as they do not reproduce well**
- *NO full body shots (should be mid-torso and up)**

WHY? To include your full color photo in the 2018 SCANNER

WHEN? As soon as possible but no later than Friday, October 20, 2017

PLEASE NOTE: This date is final as the 2018 SCANNER Yearbook is a spring publication, which will come out in May.

WHERE? Steinmetz Photography Studio, 235 Western Avenue, West Springfield, MA 01089 OR

At SRS with Steinmetz Photography, date TBD (generally the 1st week in October)

HOW?

- **Call Steinmetz Photography at 737-1400 to**
- **Confirm Your Scheduled Studio Photo Sitting**
- **(You need to call to reschedule if you cannot make your scheduled appointment time!)**
- **OR Schedule a sitting at the school**
- **Sign-ups will be announced in the fall**

REMEMBER -- We want to see you in your yearbook!

If you choose not to use Steinmetz as your photographer, senior photos need to be submitted on disc by Friday, October 20, 2017 and still must adhere to the aforementioned requirements. Photos need to be at least 350 dpi and submitted on a CD with your name on it.

Senior Quotes must be submitted with pictures. They should be no more than 100 characters long including punctuation and spaces. All quotes will be submitted for admin approval. Students may only submit one quote.

