



**Attention 6<sup>th</sup> Grade Parents!**  
**It's time to submit photos for the 6<sup>th</sup> grade yearbook.**

**Due date NOVEMBER 4<sup>TH</sup>!**

Please note that we are working with publishing deadlines.  
With your assistance, we plan to put together a yearbook your child will love.

### **What kind of photos is the Yearbook Committee looking for?**

#### **School Memories Photos**

- Current 6<sup>th</sup> grade students (taken from K through 6<sup>th</sup> grade) at Shelter Rock events or field trips and candid shots taken on Shelter Rock property during school time.
- The 6<sup>th</sup> graders can be standing alone, with classmates or with a teacher. (No family members)
- Polaroids and photos printed on Xerox paper cannot be used since they do not print well.
- Prints are fine, but digital photos are preferable.

#### **Baby Photos**

- **We need a baby photo of each 6<sup>th</sup> grader.** A photo of your child between ages of 1 to 3 is best.
- Be sure your child's face is clearly visible. The photo will be cropped to about 2X2 dimension focusing mostly on the face. (Do not crop the photo yourself.)
- **DO NOT submit photos that cannot be replaced.** We will try our best to return all your photos to you, but as careful as our committee is, photos can get damaged or lost.

#### **How to Submit & Label Your Photos**

**Upload photos on [yearbookforever.com](http://yearbookforever.com) or with the Yearbook Snap app**, as described on the attached memo. **This is the best and most efficient way for us to receive your photos.** For each photo, in the "Add a Note" section, please indicate the name(s) of the kid(s), the grade, and, if applicable, the event. (Note: if you're having trouble with this site using Internet Explorer, try opening it on Firefox or Chrome)

If you cannot upload your pictures, you may submit them in the following two other ways:

**1) E-mail:** to [shelterrockyb@gmail.com](mailto:shelterrockyb@gmail.com). Label the jpegs with your child's name. (johndoe1, johndoe2, etc). In the body of the email, identify the student(s), grade and event.

**2) Drop off your photos and/or CD at the De Leeuw home, 76 Brookside Dr. Or you may mail them to the same address.** If you are submitting actual photos, on the back of each, identify the student(s), the grade and event. Include your name, address and email address. Include a stamped self-addressed envelope for their return. If you are submitting a CD, label the jpegs with your child's name. (johndoe1, johndoe2, etc) Enclose a sheet identifying the student(s), the grade and event. Write your name & email address on the CD. CDs will not be returned.

**The yearbook staff is committed to making sure each child appears in the Memories section at least once. This is a very difficult task and is why it is essential that you identify the kids in each photo and the grade they were in when the photo was taken. With your help, no one will be left out.**

#### **THANK YOU!**

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Yearbook Co-Chairs



# Shelter Rock Yearbook Photo Tips

## Scanning guide:

**Please scan your photos at 300 dpi or the highest resolution possible. Images that are low resolution will print bitmapped and will not be accepted by the Yearbook printer.**

## **Don't Know How to Set Your Camera?**

In your setting options, you should use 1200x1800 or higher. This is equal to a 4x6 at 300dpi (multiply 4x6 times 300= 1200x1800) The files are larger but will result in better, sharper photos. Lower resolution is fine for facebook or web viewing but not for prints, enlargements or printing.

Any questions, please feel free to contact us.

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