

Brighton High School Yearbook

## Formal Senior Portrait Requirements

It is imperative that the following specifications be used when submitting yearbook photos in order for your senior portrait to be printed in the yearbook. Make sure that your photographer is aware of these specifications. (*Hint: bring this sheet with you to your appointment*). **Photos must be uploaded per the instructions NO LATER THAN NOV. 8.**

**These are examples of what your senior portrait should look like:**



Courtesy of Portraits by Alex (<http://www.portraitsbyalex.com>)

1. Yearbook portraits should include **head and shoulders only**. Hands should not appear in these photos.
2. Students should be **dressed in formal attire** (dress shirts, sweaters, ties, blouses, etc.) and **follow the district's dress code**.
3. Photos must be 1 ½" x 2" with a head size from the hairline to the chin that is approximately 7/8".
4. Photos should be taken **indoors on a professional background**. **No white or yellow background, no brick walls, no props, no inappropriate or poor quality photos will be accepted.**
5. **We will not use outdoor photos** for the senior portrait section of the yearbook.
6. The resolution must be **300 dpi or higher**.
7. Photos must be in **.jpg format**.
8. Image must be **saved as the student's name, with the last name first** (example: Sarah Smith would be saved as SmithSarah.jpg). Please do not use commas or other punctuation marks in the file name.
9. **Use the link on the BHS website to upload your photo**. It is located under the Our School > [Yearbook](#) menu. Upload only ONE photo. **Please do NOT email the photos.**
10. **DEADLINE: Photos must be uploaded per the instructions NO LATER THAN NOV. 8.** While some photographers will upload your photos to us, **it is ultimately your responsibility to get them to the yearbook staff on time.** Photos will not be accepted late. Any photo turned in after this date will not appear in the yearbook. We will post a list of portraits received in mid-November. Listen to/read announcements for more information.

### Other Yearbook Info

The **Senior Directory Form** (QR code at right) is **also due Nov. 8**. This is the information that will appear next to your name and formal portrait in the yearbook. **PARENTS: PLEASE ONLY COMPLETE THIS IF YOU ARE LOGGED IN AS YOUR STUDENT - DO NOT SUBMIT IF YOU ARE LOGGED IN AS YOURSELF OR THE RESPONSE WILL BE DELETED.**

If you want to **purchase a yearbook**, prices will go up in October, so order early! Order link is on the page mentioned above.

Parents who wish to purchase a **senior recognition ad**, there is a link on the page mentioned above. **The deadline is early this year - January 10, 2025.**



