

2022-2023 WMHS Yearbook and Class Composite Requirements

1. Check to make sure that your name and grade level are correct on your student identification card. Let Mrs. Crane (room 308) know if there are any errors before November 1st, 2022. We base the senior section of the yearbook off the registration records obtained at the start of the year and will not be held responsible for any errors. **If we do not receive a senior picture from you, your Lifetouch school ID picture will be used for the yearbook, but you will not be included in the composite. If you do not have a school ID picture taken or a professional headshot, you will not be pictured in the yearbook.**
2. **Make an appointment to get your senior photo taken ASAP! Don't wait until the last minute!** Focal Point is our preferred photographer based on years of quality photos in our yearbook. If you don't believe us, take a look at their website: <http://fpstudio.net>. If you choose to use another photographer, please note that WMHS is not responsible for the quality, this includes the resolution and sizing of your photo in the yearbook.
3. **Take these specifications with you to your appointment and be aware of what type of picture you need taken for the yearbook and composite.** The specifications for the yearbook and the class composite (the large group picture put together by FP that shows everyone who graduated) are the same. FP knows the requirements, however, your other local photographer may not. Take this sheet and ask them to follow the specifications listed below. Please check out a sample picture at waynememorialyearbook.weebly.com to ensure what you turn in matches the requirements. If you do not follow these specifications, we will use your Lifetouch ID picture in the yearbook.

Yearbook and Composite Specifications

- A **medium gray** background is required with a traditional head & shoulder pose.
- NO props or hats, NO soft focus, NO hands, NO cap & gown, NO outdoor shots.
- Please dress appropriately. NO strapless tops. NO wording on clothing.
- The composite dimensions are as follows:
WIDTH: 2 ½" **LENGTH:** 3 ½" **DPI:** 300
FORMAT: JPG **HEAD SIZE:** 1 ½" **COLOR SPACE:** SRGB
SPACE BETWEEN TOP OF IMAGE & TOP OF HEAD: ½"
IMAGE MUST READ: last name, first initial

4. **Make sure you have a high resolution copy of your yearbook/composite picture on a CD.** There is a two step process to be included in the yearbook and composite.

STEP 1- WMHS-YEARBOOK

Please submit your high resolution yearbook photo on a CD (**DO NOT EMAIL**) to the Spectator office (room 308) at Wayne Memorial by **DECEMBER 11TH, 2022. This date is firm due to publishing deadlines.** Contact Mrs. Jennifer Crane at cranej@wwcsd.net if you have any questions. **It is OK to leave CD's with front office staff.**

STEP 2 – FOCAL POINT ***CLASS COMPOSITE*******

If you get your photo taken at a studio other than Focal Point, please submit your composite photo to Focal Point Studio no later than **February 28th, 2023. You can only submit your class composite photo through our website at fpstudio.net. Focal Point will not accept emailed photos or photos on CD.**

Class Composite Payment Choices

1. No additional charges when photographed at Focal Point studio **OR**
 2. Contact Focal Point Studio for pricing information. Contact info on the yearbook website.
5. **Make sure to take a look at the yearbook proofs at lunch!** We will have a copy of the yearbook pages during the senior proofing period (TBA). This will be your only chance to double check that the correct senior picture has been included in the yearbook and that your name is spelled correctly. There will be a friendly yearbook staff member present during all lunches to take note of any name changes. We will NOT accept any additional photos. **It is your responsibility to check the spelling of your name and your picture. We will not be held responsible for any errors in the yearbook. Refunds will not be given.**

*******SPECIAL NOTE: IF YOU ARE NOT SURE OF YOUR GRADUATION STATUS DUE TO CREDITS, GET A HEADSHOT ANYWAY AND TURN IT IN SO YOU DON'T MISS THE DEADLINE. WE CANNOT TAKE ANY HEADSHOT PHOTOS AFTER DECEMBER 11TH, 2022.*******