

YEARBOOK SENIOR PHOTOS

C. M. Russell High School
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TO: Parents of the Class of 2018

Congratulations! Your son/daughter is about to start his/her senior year at CMR, and the *Russellog* staff would like to remind you of the procedures regarding the yearbook senior photographs. It is the goal of the *Russellog* staff to have each senior's portrait in the 2018 yearbook. This information also has been shared with every junior in his/her English class. Please review the information with your student.

Please make sure this letter is read by the photographer who takes your student's photo.

DEADLINE to hand in portrait: October 20

PHOTOGRAPHERS

Schedule a photo session with a portrait studio/photographer before October **OR**... have Lifetouch Studio shoot a **FREE** portrait for you at CMR on Sept. 7, 2017.

- It is the responsibility of the senior and his/her parents to contact a photographer for a photo.
- Make absolutely certain that the photographer can comply with quality portrait requirements. (see right)

SUBMISSION and DEADLINE

- * Photos will be submitted as a digital **JPEG**.
- * Images will be saved as **last name_first name**
(ex: **springsteen_bruce.jpg**)
- * The resolution requirement: **300 dpi minimum**

- Photos from photographers must be submitted by the photographer to the yearbook by the **Oct. 20 deadline**.
- Lifetouch photos taken on Sept. 7 at CMR will automatically be submitted to the yearbook staff by Lifetouch.
- If a student submits his/her own photo, e-mail the photo to the yearbook staff.

E-MAIL PHOTO TO:
russellog@gfps.k12.mt.us

**** Put senior's name in the subject line ****

QUESTIONS? CONTACT US

If you have questions regarding the senior portrait, please contact the yearbook adviser at (406) 268-6178 or beth_britton@gfps.k12.mt.us. The *Russellog* voicemail will be checked regularly during the summer. The staff looks forward to receiving your photo in the fall and developing the senior section of the 2018 *Russellog*.

GUIDELINES

The staff will adhere to the following guidelines to create a balanced, uniform, accurate and classic senior section:

* **Color or B/W** – student's choice

* **Only head and shoulder poses** - no full body. Ensure that the student's entire head is in photo. Do not cut off.

* **NO PROPS:** hats, pets, cars, musical instruments, flowers, rock walls, sports equipment, furniture, other people in picture, etc...

* Avoid strapless shirts, spaghetti straps, and wording/text on attire.

* Nothing covering the face. Shots with shadows on individuals' faces will not be accepted.

* No poses with heads resting on hands. No hands, knees, etc... showing in any pose. Student must be looking at the camera.

* Size of the head matters. This is a head shot that extends to the upper chest. Do not submit a "tight shot" in which the head appears massive.

* BACKGROUNDS *

Students may pick the background of their choice. These include traditional solid or muddle-colored backgrounds and more modern backgrounds such as wooden walls or metal doors.

We ask that students avoid "busy" backgrounds with many colors and shapes simply because the focus will be taken off the senior's face. It is a chance for students to express their personality, but keep it neutral to have the attention focused on the senior and not something in the background. Have photographer blur the background if necessary.