# 2023-24 Reynolds High Senior Portrait Specs for Yearbook

The yearbook staff's primary goal for the senior section is to have an individual color portrait of each senior included for publication. Seniors have the option to submit their own "senior portrait." These submissions will be due by Friday, February 16th, 2024. The yearbook staff will use the alternate professional quality photograph in the senior portrait section as long as it meets the photo specifications listed below and is received by the Friday, February 16th, 2024 due date.

*The yearbook staff reserves the right to refuse any photo that does not meet the following specifications.*

**SENIOR PHOTO SPECIFICATIONS FOR REYNOLDS HIGH SCHOOL YEARBOOK:**
Photo must be a digital high-quality JPG image that is uploaded directly to Herff Jones yearbook website. To submit photos online, go to: www.hjeshare.com and enter school code: Reynolds (be sure to capitalize the R in Reynolds) or you can also simply go http://www.hjeshare.com/eShare/?code=Reynolds to bypass the login screen.

*MAKE SURE YOU ARE SELECTING THE PORTRAIT OPTION IN THE SUBMISSION MENU*

1. Digital photos must be able to be resized to fit a 2 in. tall by 1 ½ in. wide photo with about 1 ½ in. tall head size.
2. Leave plenty of space around the head. Do not submit a portrait which crops off the top, bottom or side of the head. Please leave plenty of room. Our number one problem with submitted portraits is that they are cropped too tightly. We need to be able to zoom in and out.
3. Background should not detract from the person.
4. Must be in full-color, HIGH QUALITY JPG image and have a resolution of at least 300 DPI
5. No high contrast black and white, unrealistic, distractingly blurry, hand-colored or sepia-toned images.
6. Head and shoulders shot only. No waist-up or full-length shots.
7. No hand signs can be in a portrait. No hands can touch the face.
8. No hats, props, other people, pets, or printed words.
9. No sideways heads, no tilted backgrounds.
10. No digitally edited images that change the student's appearance in an obvious, unrealistic way.
11. Senior photos which do not comply with the above specifications, will not be published.
12. Appropriate Attire following school desk code (see student handbook) must be worn.
      *If a Senior does not submit a portrait, their school ID photo will be used.*