



Senior Photo Information



Thomas B. Doherty High School Yearbook
All Seniors must follow the guidelines listed below.

Due On: October 30th, 2019

Information:

- All photos must be at 300 dpi (most digital camera files are already at this resolution). If you are scanning photos at home, make sure your scanner is set to 300 dpi or higher.
- File size must be a minimum of 300 kb.
- Photos with nudity, or inappropriate gestures will be rejected and we will ask you to submit digital replacement photos.
- There will be a \$20 Late Fee for any pictures submitted after October 30th, 2019.
- The Receipt from the business office for late submissions must be delivered to room 201 before your picture is accepted.
- No Pictures will be accepted after **Dec. 20th, 2019**

Guidelines:

- **SIZE:** 2 1/4 to 2 1/2" by 3 1/4" high (wallet size)
- **FINISH:** No pictures that include a company logo. No black and white pictures.
- **HEAD SIZE:** Unrestricted. **HEAD/BUST SHOTS ONLY!**
- **BACKGROUND:** Any photo background that does not obscure identification (ex: shadows).
- **POSE:** Forward facing HEAD/BUST shots only. Full length or full body shots will not be accepted. Picture will be cropped to fit requirements. This may affect resolution and clarity. **NO PROPS.**
- **ATTIRE:** Anything that is considered against the District 11 dress code will not be accepted by the yearbook staff and will result in a new photo submission, uploaded directly to the submission link.

How to Submit:

1. Go to <https://images.jostens.com/413403673>
2. Select 'Browse' and then upload your image.
3. Enter the correct 'Image information' using the student's name as listed in Q Connections to avoid confusion.
4. Click 'Upload My Images' to send your images and information to the yearbook staff.

Any questions or concerns
may be directed to
Doherty.Yearbook@d11.org.