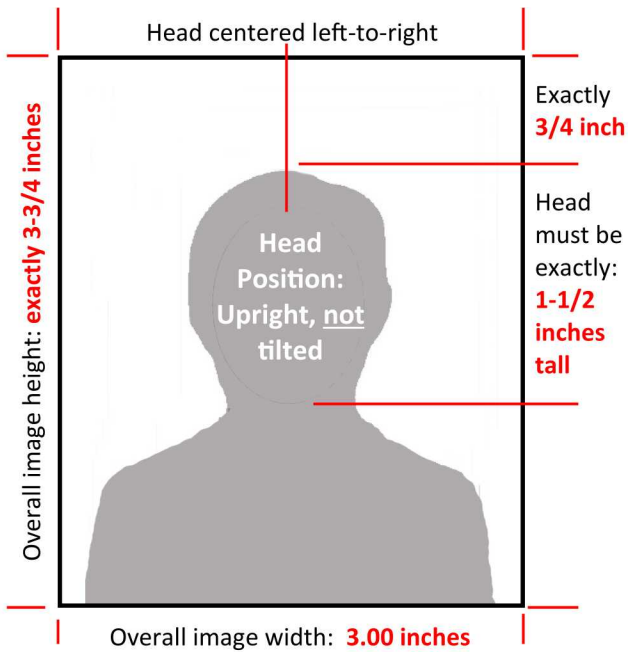


Grosse Pointe South High School

Senior Yearbook Portrait Submittal Specifications



Notes to Parents:

1. Our portrait specifications have changed slightly from prior years. In order to avoid having your student's portrait rejected, please provide this specification sheet to the portrait studio you select **BEFORE** they create your student's yearbook portrait.
2. If your studio has any questions at all, have them contact Yearbook Advisor Mr. John Cilluffo at 313-432-3615 or at cillufj@gpschools.org **BEFORE** they create your student's yearbook portrait.

In order to create a timeless yearbook your student and South can be proud of for years to come, the Yearbook Adviser has the right to reject any portrait not meeting these specifications.

Yearbook Portrait Specifications Summary:

Overall Image Size: 3.00" wide, 3.75" high
Head Position: Upright (not tilted) centered left-to-right
Top of head to top of image: .75 (3/4) inches
Top of hair to bottom of chin: 1.50 (1-1/2) inches
Color Space: SRGB Format: JPEG
Resolution: 300dpi; Quality Level: 12
File Naming: LastNameFirstName.jpg (no spaces or commas)

Selecting Your Portrait Studio

We do not require that you use a specific portrait studio. Keep these points in mind when selecting your portrait studio:

1. Your portrait must be taken indoors by a professional photographer.
2. The portrait you submit for the yearbook must be professionally retouched and prepared to these specifications. Many budget-priced photo studios do not retouch their photos, so please ask this question when booking your appointment.
3. If you show this specifications sheet to your photographer and they look confused, select another photographer.

Yearbook Portrait Clothing Recommendations

1. Clothing must conform with the requirements in the board policy. Due to the extremely tight cropping of the student images in the class composite to be displayed in Cleminson Hall, your student may have the appearance of not being clothed if they wear an off the shoulder top, spaghetti straps, or strapless top. **If you opt to wear an off the shoulder top, spaghetti straps, or strapless top for your senior yearbook portrait, you will be required submit a second photo for the senior composite with a shirt that covers the shoulders.**
2. Portraits will not be accepted with visible lettering, graphics or brand names.
3. Although not required, keep in mind that neutral, solid color tops keep the focus on your student rather than their clothing.
4. Portraits should be taken in formal attire. Collared shirt, preferably with a sweater is acceptable.

The final decision of suitability of pictures submitted for publication in the yearbook and/or the class composite is the prerogative of the yearbook editorial staff and advisor.

Portrait Guidelines for Your Portrait Studio

1. Student's head must be in vertical (not tilted position) centered left-to-right in submitted image file.
2. Camera angle must be at eye level to student.
3. No heavily shadowed, profile, over-the-shoulder, soft focus, angled posing or images with hands or other items in image will be accepted.
4. Background must be medium shade of gray or brown. Black, white, heavily patterned or outdoor backgrounds will not be accepted.
5. The portrait you submit to us meeting the above requirements may very well be different in style or clothing than the traditional portrait you'd like to offer your client for their home. Please accommodate for that when doing your different poses so that parent has selection of "yearbook acceptable" portraits from which to select their yearbook mage.
6. Full Image releases are required to be submitted prior to any image publication. Please be sure to submit our signed image release with your images.
7. This year's deadline for the submittal of images is October 27th. Unfortunately, due to printer deadlines, portraits received after this date may not be in the yearbook.