

DUE DATE: SENIOR PICTURES WILL BE DUE ON WEDNESDAY, NOVEMBER 20th

I hope the following information will help you plan for your senior portraits and ensure that your photographs in the yearbook will be treasured by you for a lifetime.

SENIOR PORTRAITS - All senior portraits should be wallet sized (3 ½ “ x 2 ½”) and can be submitted in either black and white or color. Remember that our yearbook is magazine quality printing, so please be advised that an amateur snapshot is not considered a yearbook senior portrait. If you are submitting a 3 x 5 or 4 x 6 picture (prints normally taken with a 35mm camera), please be aware that the yearbook staff may need to crop the picture to fit the appropriate space. Try to stay within the size requirements as you may lose parts of the photograph which you want included.

If your senior portrait is taken with a digital camera, be sure the minimum resolution is 300 dpi. PLEASE DO NOT submit your digital picture on photo paper. You will be very disappointed with the quality of the photo in the yearbook. The quality of the image will be much better if you submit the photo via e-mail or on CD.

HOW TO SUBMIT PHOTOS - In order to make this process as easy as possible, we are providing several options for photo submission.

1. Photos can be submitted to Ms. Elliott in Room 309.
2. By e-mail to aelliott@harborcityschool.org or;
3. By mail to the high school, Harbor City International School, C/O Alyssa Elliott, Yearbook Advisor, 332 W Michigan St., Duluth, MN 55802

Be sure to include your first and last name on the back of all photographs or clearly label the CD, if submitted in this format. Please print neatly. If photos are submitted via e-mail, please identify the name of the senior in the subject line or body of the e-mail. Contact information either on the back of the photos, on the CD, or in the body of the e-mail is important in case the staff needs additional information. If you do NOT submit a senior portrait, we will AUTOMATICALLY use your school ID picture.

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If you have trouble meeting this deadline, please notify me immediately. The Yearbook Staff has strict production deadlines to meet and your cooperation helps us meet our due dates.

If you have any questions, please call me at (218) 722-7574 x466 or e-mail me at aelliott@harborcityschool.org. The goal of the yearbook staff is to help make this as easy and stress-free as possible for all Seniors and parents, and to produce a memorable yearbook for all of you.

We will also need a childhood picture of the student for the yearbook. Please also submit the photo by the 20th of November!