



Dear Parents and Students of the Class of 2019

As you begin the summer before your senior year, please remember that you need to make an appointment to have your senior portraits taken. Please take a moment to review the following information in this document. It will provide everything you need to know regarding:

- **Deadlines & Tips** .....below
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Please print this document and give a copy to your photographer so they can make sure the portraits you intend to submit for the yearbook and 2019 Class Composite meet all of the requirements. If you are experiencing financial difficulty, we can help. Please don't hesitate to ask for a referral for low-cost photo sessions. Our goal is to make sure every senior is in the yearbook.

If you have any questions regarding any of the topics explained here, please feel free to email our staff at yearbook@oxfordschools.org

### Yearbook Photo Submission Deadline

Please contact a photographer as soon as possible. Have an idea of what you're looking for in a portrait, especially the setting / location if outdoors. Make sure they can meet all of the criteria, deadlines, and online submission directions.

**Deadline:** All senior portraits must be **submitted** no later than **November 30th, 2018**. We have our own deadlines with our yearbook publisher. We need your help so we can keep our deadlines.

**Tips:** Here are some tips for contacting photographers to inquire about their services:

- **Call ahead and ask a lot of questions** such as: what is your sitting fee? How many different poses / outfit changes are included? What locations do you use for environmental / urban settings. Do you require a deposit for printing services?
- **Bring a copy of this document** so they have all the requirements and know how to submit your images.
- **Sunburn Warning:** Take care of your skin in the weeks leading up to the photo shoot. Photographers can do amazing photoshop work but editing a sunburn is challenging, even for the best photo editor



## **Pose Specifications, Dress/Attire**

**Casual Pose - Yearbook:** Because we want to give the yearbook a more warm, personalized look, we accept casual poses for the senior section of the yearbook. These photos are more relaxed in nature and can be taken in any environment or setting conceivable. This is our preferred type of portrait for the yearbook. **Any portraits that do not follow the technical criterion below will be rejected.**

### *The Casual Pose*

#### **Technical Specifications**

Dimensions: 2"x3" - **Landscape/Horizontal Orientation ONLY**  
Full Color or Black & White  
300 DPI/PPI please  
RGB Color  
JPEG files only

#### **Dress/Attire Recommendations**

School Appropriate Clothing  
No Revealing Dresses, Tank Tops, or t-shirts.  
Keep it Classy!!

### *Sample Casual Pose*



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**Formal Pose - Composite:** The formal pose is more of a traditional, head and shoulders pose. We collect these photos for the senior class composite photo. A composite is a large poster that contains every senior's formal headshot. **If you want to use the formal photo for both the yearbook and the composite, please make sure your photographer submits two photos, each formatted to proper sizing for both the yearbook and composite specs.**

### *The Formal Pose*

#### **Technical Specifications**

Dimensions: 1.5"x2.5" -  
**Portrait/Vertical Orientation ONLY**  
Full Color  
Acceptable Background Colors: Blue, blue-gray, gray, brown (no pinks, greens)  
300 DPI/PPI please  
RGB Color  
JPEG files only

#### **Dress/Attire Recommendations**

Formal Attire  
Men: Shirt and Tie (sport coat optional)  
Ladies: Dress, Blouse, Sweater

### *Sample Formal Poses*



## **Submitting Your Portraits**

All portraits are submitted to our online dropbox. Click on this link to the [Portrait Submission Page](#) or follow the steps below. Photographers, Parents, or Students can submit the images. To Submit your portraits, please visit the [Oxford High School website](#). From the homepage, complete the following clicks:

1. **“Parents and Students”** button
2. **“Yearbook Information”** button (bottom of the drop-down menu)
3. **“Formal and Casual Pose Submission”** button (on left side of screen)
4. Click on the link for the photo you wish to submit: Casual or Formal
  - Both Links will take you to a google form. We use this for tracking who has submitted photos.
  - Please complete all the fields. Please spell names correctly.
  - When you complete the form, it will take you to a link for uploading an image to dropbox.com.
  - Once you have uploaded your image, you are all set.

**Please:** Do not email photos unless requested. Do not mail hard-copy prints of your images. Do not upload screenshots of your images.

## **Approved Photographers**

Below are photographer who consistently meet deadlines and provide a quality service and product. Prices (sitting & printing fees and proof deposits) will vary.

Prestige Portraits – 248-377-2444  
Lennon Photography- 248-535-1142  
MyPic Photography – 248-217-0559  
Hopkins Photography – 248-969-4945  
Lisa Burke Bruni - [burkebruni@sbcglobal.net](mailto:burkebruni@sbcglobal.net)  
GEM Photography – 248-891-7580  
Johnston Photography – 248-628-6391  
Cullen Card Photography - 248-778-8670  
Creative Portraits by Jamie – 888-858-8084  
Majik Photography – 248-202-6635  
David Roberts Photography – 248-652-2131  
Lisa Adams Photography – 586-246-7598  
Galloway Photography – 248-627-6574  
Theresa Gallaher Photography – 248-770-6846  
Mitchell Photography – 810-796-2064  
Hicks Studio – 810-653-4131  
Fox Portrait Studios – 248-673-0030  
Church Street Studio – 248-625-7368  
JenniLynn Photography – 248-705-4649  
Golden Meadows Photography – 248-693-3303

Alison Bouck - (248) 969-0118  
Paula Kurzawa Photography -(248) 705-1141  
Wally Russell Photography (248) 408-7863  
Blaine Photography, LLC- (248)408-1462  
Arising Images - 248.690.8040  
Julie Ferreri Photography - (810) 636-4055  
Ranek Photography - (248) 247-0986  
Jennifer Coker- (248) 310- 4785  
Christine Crabill -(248) 568-1067  
Footprints Photography- (248) 922-1802  
Angela Coventry Photography- (248) 505-1696  
Orser Studio- (248) 693 8770  
Amanda Swoish – fieldofdreamsphoto@yahoo.com  
David Yarnall Photography (810) 814-3301  
Deborah Lambrecht Photography – (586) 677.2611  
Dre Photography (231) 392.3652  
Edward John Photography(248) 961-0752  
Signature Portrait Studio – (810)610-5439  
Fox Studios of Waterford - (248) 673-0030