

Oxford High School Wildcat Yearbook

Senior Portrait Specs
Class of 2024



Dear Parents and Students of the Class of 2024:

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 & Tipsbelow
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New this year, MyPic Photography is now our Preferred Senior Portrait Studio. They will take your senior portraits, process and submit the yearbook photo to the school. Please visit their website MyPicPhotography.com and scroll to the bottom. Click the "Schedule Senior Photos" or "Yearbook Image Only" buttons to schedule your session. If you select "Yearbook Image Only" there will be no charge. Located in Canterbury Village, MyPic offers a variety of in-studio settings as well as Canterbury Village's 25 acres of landscaped, natural environments ideal for any outdoor portrait setting. MyPic will also go to a location of your choice. If you chose "yearbook only," just show up, smile for the camera, and that's it. MyPic will take care of the rest at no charge. While you are under no obligation to use MyPic for your senior portraits, the yearbook staff would encourage you to consider them. Through MyPic's dedication to OHS, offering free yearbook images to those in need, their quality workmanship and competitive pricing, they have proven themselves to be worthy of our recommendation. Please visit their website and review their work! If you choose a different studio, please give them a copy of this spec sheet so they can properly process and submit your portrait.

Scott Weiner | Team MyPic
MyPic Photography, LLC
2357 Joslyn Ct.
Lake Orion, Mi 48360
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-----***When are portraits due?***-----

Deadline: All senior portraits must be **submitted** no later than **Monday November 20, 2023**. 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?
- **Share a copy of this document** so they have all the requirements and know how to submit your image.
- **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.

The Yearbook Portrait

This photo is submitted by you or your photographer (see page 3). These photos are more relaxed in nature and can be taken in any environment or setting conceivable. If you prefer a more formal pose, you are welcome to submit those too! **Any portraits that do not follow the technical criterion below will be rejected.**

The Casual Pose

Technical Specifications

- Dimensions: Height 2" X Width 3"
- **Landscape/Horizontal Orientation ONLY**
- Full Color or Black & White
- 300+ DPI/PPI minimum please
- 800KB file size minimum
- JPEG, PNG file types
- **File name: (Student's Last Name,First Name)**

Dress/Attire Requirements

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

Sample Casual Pose



DO NOT SUBMIT ANY OF THE FOLLOWING:

- **No Images under 300+ DPI/PPI** (these photos will look pixelated when placed on our pages.)
- **No HEIC or TIFF file types**
- **No Images with a file size less than 800KB** (larger files = greater definition, sharpness, etc.)
- **No Screenshots from your cell phone** (these are very small files, despite how great they look on your phone. If a photo is taken with a cell phone, the actual image file must be uploaded.)
- **No Vertical images** (the senior section is built with horizontal images. Vertical images cannot be "fit in.")
- **No School ID images** (the images are vertically formatted and are usually no larger than 100KB)
- **No Pictures of Pictures** (if you had portraits taken by a professional photographer, they can submit a digital copy.)

NO VERTICAL IMAGES



The Composite Portrait (not yearbook related, but often confusing)

Formal Pose - Composite: The composite pose is more of a traditional, head and shoulders pose that is placed on a large composite Poster. **These photos are done by MyPic Photography, at school, free of charge, during the school day sometime between late October / early November.** For those that miss these dates, you will have to visit their studio to have the photo taken. All you have to do is dress appropriately, show up well-groomed and ready to be photographed! You will not be photographed if you do not meet the requirements below. **To avoid intellectual property law disputes, the composite will only use photos taken by the photographer we hire.**

★ **THESE ARE NOT USED IN THE YEARBOOK.**

★ **Dress/Attire Requirements: Keep it Classy!**

- **Gentlemen** should wear a collared dress shirt (w/ a tie, preferably).
- **Ladies** should wear a blouse or dress that is not revealing.

Special Composite notes:

** Only Portraits taken by
MyPic Photography*

*These will be done in-house
in the Fall. Dates TBD*

Sample Composite Poster



Sample Formal Poses



-----How do I submit my portraits?-----

The CORRECT way to submit photos	The WRONG way to submit photos
<p>All portraits are submitted to our online dropbox. This should be the responsibility of your photographer. Click on this link to the Portrait Submission Page or follow the steps below when navigating from the Oxford High School website.</p> <ol style="list-style-type: none"> 1. "Parents and Students" button on the menu bar 2. "Yearbook Information" button (bottom of the drop-down menu) 3. "Yearbook Pose Submission" button (on left side of screen) 4. Click on the link to submit your photo: 5. Complete the Google form to get a link to our Dropbox. 	<p>DO NOT:</p> <p><u>Do Not Email photos</u> unless specifically requested by the Yearbook staff.</p> <p><u>Do Not Mail hard-copy prints</u> of your images.</p> <p><u>Do Not upload cell phone screenshots</u> of your images as these files are small. They look great on your phone screen, but are too small to print. (See Photo Specs on the previous page).</p>

The Status of your yearbook photo submission can be [monitored here](#). Please allow 48 hours for the spreadsheet to be updated.