

Alvirne High School Class of 2011

3 Yearbook activities: 3 student deadlines

To the student,

Please read this general information packet carefully and note all deadlines. Jostens, the company producing the book, will not guarantee delivery of the book in early June if deadlines are missed. The Yearbook will maintain a presence on Edline, updates and information may be accessed there.

1. Senior Profiles – Deadline: Friday, 24 September

Senior profiles for the 2011 Yearbook must be accompanied by senior portraits. We will not print a profile without a senior portrait.

All profiles must be submitted digitally. Put ‘em on a mass storage device: a cd-rom, thumb drive etc. Please use some version of **Microsoft Word** for your profile. Do not use notepad please. The staff will make every effort to return your m.s.d. in a timely fashion. Avoid email submissions. The potential for issues is too great. Bring in your m.s.d. and make sure the yearbook staffer checks your name off. **Follow up by checking the lists outside of guidance to make sure what you pass in is what the staff has.**

Your profile has a **75 word limit**. The word limit is determined not only by the number of potential members of the class of 2011 but also by the numbers Alvirne’s three other graduating classes, Alvirne’s staff, membership in sports teams, clubs and orgs etc. Sufficient room in the yearbook must be available for all the members of the Alvirne community.

Select your words so that the message is meaningful, memorable and will withstand the test of time! Love interests and your bff may change! It is your **75 words**; however, don’t put something in that is inappropriate (in this context, “inappropriate” means drug-related, sexually explicit or implicit, foul language, nasty, illegal...get the idea?) Unfortunately, the yearbook staff must play the role of censor. Keep your profile fun and appropriate. *To avoid a cluttered profile page, the editors will cut out all words over the 75 word limit.* Any written entity with more than 1 letter is part of the **75 words**. Numbers are words, “**75 word limit**” actually counts as 3 words. Each set of initials counts as a word. “NG is the yearbook editor-in-chief” actually counts as 7 words.

Some students prefer straight prose or poetry rather than using traditional profile categories. Creativity is great as long as you adhere to the **75 word limit**. Get your **75 words** composed early. That way, you can revise your profile before you pass it in on **24 September**. A profile template is included in this packet.

Seniors who have been re-classified as juniors who are trying to be re-instated as seniors need to take care of affairs as soon as possible. If you get re-re-classified and don’t tell us about it or get re-re-classified too late then you’ll appear in the junior section! **Be sure to check the lists outside of guidance to track what the committee believes it has of yours.**

2. Baby Photo and Message – Deadline: Friday, 1 October

Accompanying this general information packet is information on how to include a baby photo and message for you in the 2011 book. No one is obligated to do this. However, if your family wants to participate, there is a charge and all requirements must be adhered to. Scanned images and faxes do not reproduce well. Accidents happen but we’ll do our best to return all photos and m.s.d’s. When you bring in your photo and message, make sure the yearbook staffer checks your name off. Follow up by **checking the lists outside of guidance to track what the committee believes it has of yours.**

3. Senior Photos – Deadline: Friday, 8 October

By law, the school cannot require you to use a particular photographer to take your senior photo. Alvirne has a contract with Mark Lawrence Studios, but you are free to use anyone of your choosing. Please understand the following:

a. If you use Mark Lawrence Studios, your photo will be delivered to the school by the studio and you will not have to worry about meeting the deadline. Senior photos cost nothing to submit to the yearbook.

b. If you use another studio, it is your responsibility to make sure the deadline is met. Photos may be color or black and white and should be wallet size-2” x 3”- with your name in ink on the very bottom right of the back of the photo. Make sure the photographer is aware of the yearbook deadline. Digital submissions need to be uploaded and possibly cropped so that acceptable clarity and acuity are maintained. Jostens, the company that prints our yearbooks, asserts that dimensions of 320 x 400 pixels and a resolution of 300 dpi are optimal for uploading. **Be sure to check the lists outside of guidance to track what the committee believes it has of yours.**

4. Who may be in the Senior Section?

To appear in the senior section, you must be officially listed as a senior by **Friday, 9 October**-the last senior yearbook deadline. Check with your counselor between now and October 9 to be sure you are appropriately classified.

5. Ordering a Book

Once again we will charge \$65 for a basic 2011 yearbook. Order forms will be available and sales will be announced soon.

6. Staying informed

There is a glass display case outside of Guidance which displays Yearbook information. Check the display case and stay informed-a win win situation. You are always welcome to speak to me personally about any Yearbook related concerns.

3 Yearbook events: 3 student deadlines
Senior Profiles – Deadline: Friday, 24 September
Baby Photo and Message – Deadline: Friday, 1 October
Senior Photos – Deadline: Friday, 8 October

Mr. Michael Sedlisky//Chemistry Education//Yearbook Advisor//Room107
If you have any questions, please contact me at “msedlisky@alvirnehs.org”

Senior Profile Template

75 words for posterity due Friday, 24 September

No handwritten profiles will be accepted. Get to a computer and put your profile on a mass storage device. Your profile should be composed using Microsoft Word. Do not email your profiles.

Use 12-point Times New Roman font for each section heading

NAME _____
(yes, you may include a middle name, please use ALL CAPS here)

NICKNAME: (one line only)

FAVORITE SAYING: (one line only)

FAVORITE MEMORIES/HOBBIES: (separate each with a slash"/")

GOALS/AMBITIONS: (separate each with a slash"/")

WILL:

Remember: you have **75 words** (a word is anything over 1 letter and numbers count as words). Please count your words manually.

RETURN TO MR SEDLISKY IN ROOM 107 NO LATER THAN THE CLOSE OF SCHOOL FRIDAY SEPTEMBER 25. IF YOU ARE ABSENT, TRY AND HAVE SOMEONE BRING IT IN.