



**TO: MCS 8<sup>th</sup> Grade Families**  
**FROM: Sam Brooks and Katie Niles, Yearbook Advisors** ([yearbook@marinerscs.org](mailto:yearbook@marinerscs.org))  
**DATE: October 12<sup>th</sup>, 2017**  
**SUBJECT: Photos & Written Dedication Needed by MONDAY, November 13<sup>th</sup>**  
**ABSOLUTE DEADLINE - FRIDAY, NOVEMBER 13<sup>th</sup>! - NO EXCEPTIONS!**  
**This due date is ABSOLUTELY necessary to meet our production deadline**  
Cost is \$55 (billing will be through FACTS at a later date)

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Dear 8<sup>th</sup> Grade Families,

To honor your graduating 8<sup>th</sup> grader, for the 2017-18 yearbook, we need photos & a written dedication **no later than November 13<sup>th</sup>**. Please email ([yearbook@marinerscs.org](mailto:yearbook@marinerscs.org)) or submit one CD with photographs of your child for the following:

- I. 8<sup>th</sup> Grade Class Section of the Yearbook (see instructions below)
- II. 8<sup>th</sup> Grade Yearbook Affirmation/Dedication Section (see instructions below)

***Read all instructions before submitting photos. Thank you!***

#### **I. INSTRUCTIONS: 8<sup>th</sup> Grade Class Section of the Yearbook**

- **MUST BE A JPEG FILE** - Submit photos via email to [yearbook@marinerscs.org](mailto:yearbook@marinerscs.org)
- **If your email gets kicked back, please send each photo individually. The file may be too large to send them all at once.**
- If you're unable to email the photos – please put them on a CD – submit to Katie Niles or Sam Brooks' teacher mailbox.

#### **Photos – see samples below (page 3)**

- **1 Kindergarten Age photo** approx. 5 years—NOT infant photos (Child photo)
- **1 Current Photo** of your child (Current Photo)
- **2 Additional Photos** of your child (Photo#3, Photo#4)  
These 2 photos should represent your child between age 5 to present, showing his/her true character and passions.

You are turning in a total of 4 photos. Your child's 8<sup>th</sup> grade school picture is automatically inserted.

Please name the photos correctly. **Do not send them in a Word Doc or all together on one page.** The 4 photos should be **saved SEPARATELY as a JPEG** and need to be named as follows:

(LastNameFirstInitialphotolabel): **Example - Brian Jones would be: JonesBchildphoto, JonesBcurrentphoto, JonesB#3, Jones B#4.**

**Please be sure the photo has good resolution and can be blown up to fit the page, if needed. (300 DPI Minimum)**

Please give yourself ample time to gather these pictures. Many older pictures may not be digital, which means you will need to scan them in order to email them or put them on a disc. You can take them to any local picture place to have this done: CVS, Target, Kinkos, etc.

### **Important Notes:**

- **Please do not include photos that compromise the modesty of the yearbook** - no swimsuits (male or female), spaghetti straps, short or tight clothing, etc.
- Your child should appear **ALONE** in the pictures - no siblings or friends, as they will be cropped out.

## **II. 8<sup>th</sup> Grade Yearbook “Affirmation/Dedication” Section**

Please refer to the following instructions when completing your child’s yearbook dedication. The focus of the dedication is to affirm, bless, and honor your MCS child.

### **Dedication/Affirmation Text**

- Please email your child’s dedication to us at [yearbook@marinerscs.org](mailto:yearbook@marinerscs.org). **There is a limit of 400 characters, including spaces and/or any verses. Please count the characters before sending in your dedication so that we do not have to edit your dedication ourselves.** Please take the time to thoroughly proofread your child’s dedication so as not to jeopardize your child’s affirmation. At a later date each family will be billed \$55 for the cost of the affirmation/dedication through the FACTS billing system. More communication will follow on when this will take place.

**ALL components (I. & II.) MUST be submitted by Monday, November 13<sup>th</sup>!**

- **Send clearly labeled email or disc with 4 Photos by Monday, November 13<sup>th</sup> to [yearbook@marinerscs.org](mailto:yearbook@marinerscs.org).**
- **Email your affirmation/dedication to your child to [yearbook@marinerscs.org](mailto:yearbook@marinerscs.org).**
  - **PAYMENT: The \$55.00 fee will be collected through FACTS to pay for the affirmation/dedication.** This amount covers the cost of the dedication, as well as, the expanded class portrait section including your student’s 4 photos.

Thank you in advance for helping to make this yearbook a blessing to our students. If you have any questions please feel free to email us at [yearbook@marinerscs.org](mailto:yearbook@marinerscs.org)

In Him,  
*Sam Brooks and Katie Niles*  
MCS Yearbook Advisers

# Example of photos and written dedication

This photo will be provided by the school photographer. (Parents are not responsible for this photo.)

Example: 8<sup>th</sup> grade section  
Please provide photo #3 and #4. Two photos of your child enjoying his/her hobbies, showing his/her personality, etc. These should be between the age 5 and current age. The written portion will be submitted by your student, in class.

Example: 8<sup>th</sup> grade dedication – child photo:  
Please provide a photo of your child around the age of 5. (No baby photos please.) Email [yearbook@marinerscs.org](mailto:yearbook@marinerscs.org) to submit the written portion of this dedication.

Example: 8<sup>th</sup> grade dedication – current photo  
Please provide one current photo of your child.

