

Centennial 2020-21 Yearbook Self-Portrait Instructions

Should you choose amateur photography for your student's yearbook photo this year, please find these tips below.

Questions: centennialyearbook2021@gmail.com

Using an existing portrait:

- 1) Choose a *recent* vertical portrait framing only waist/chest and up (not full body).
- 2) If the portrait is digital, simply email it to centennialyearbook2021@gmail.com.
- 3) If the portrait is not digital, use a scanner to scan at high resolution and email; or use your camera to take a high resolution photo and email.
- 4) A phone camera is sufficient, but check the setting. See #3 down below. Then place the photo upright leaning against something near a window with natural light to reduce glare, snap a photo of the photograph and email.

Taking an original portrait:

- 1) Select a neutral background without objects or patterns in view. Distance your student 1-2 feet from background versus placing them right up against the wall/background.
- 2) Frame the photo from the student's waist to approximately one foot above the student's head and shoot vertically. This allows yearbook staff to zoom in during layout to appropriate size.
- 3) Any phone camera is a great option. If you have a recent version of an iPhone, please check your camera settings to be certain they are set for high enough resolution (see below). You may use "photo" or "portrait" setting on an iPhone.
 - Go to "Settings"
 - Scroll down to find "Camera" and select
 - Select "Formats"
 - Select "Most Compatible"
- 4) Diffused natural light is a great option if possible. If you can find an indoor or outdoor location nicely lighted by the sun (without being direct "squinting" sun), this will prevent shadows. Artificial lighting can achieve the same. Just pay attention to shadows on the face.
- 5) Submit your photo to centennialyearbook2021@gmail.com as soon as possible and with the following information included:
 - Student's first and last name
 - Student's first and last name as you would like it to appear in the yearbook
 - Student's grade
 - Student's teacher name
 - Parent/Guardian contact phone number and/or email for any follow-up