

Middleton High School

Senior Photo Guidelines: Traditional or Digital

Deadline

Senior photos must be delivered to the high school by the **third Friday in September**. They can be:

turned into the main office if they are marked attention: Yearbook,
emailed to middletonseniorphotos@mcpasd.k12.wi.us
with "senior photo" in the subject, or mailed to 2100 Bristol Street,
Middleton, WI 53562

Both digital or traditional portraits **MUST** meet the following specifications to ensure quality reproductions.

Traditional Portrait Checklist

Please submit two wallet size (2x3 inches) photographs, that have been traditionally processed, with the student's full name and phone number written on tape with a black or blue ball point pen and then placed on the back of the photo. **DO NOT WRITE DIRECTLY ON THE BACK OF THE PHOTO.** An inkjet printout or reproduction will not suffice.

Digital File Checklist

- a. Portrait images should be at least 640x800 pixels (2.5 inches wide by 3 inches high at 300 DPI) and can be JPG, TIF, or PNG.
- b. Please save files with student's last name FIRST, Student's first name LAST with an underscore (_) in between the first and last names. Ex: doe_john.tif.

Hints For Successful Submissions

- a. The students' heads should be between 1.25 and 1.5 inches tall in a 2x3 inch photo.
- b. The orientation of the portrait is vertical. Landscape orientation (horizontal) will result in the student's head looking extremely large.

*For seniors submitting more than one pose: yearbook will not be held responsible for which pose is published.

*For seniors who do not submit a senior picture by the third Friday in September, a regular school identification photo will be used if possible.

*For seniors who are interested in having their senior picture taken through the yearbook, please stop in to room 1205 after school or email middletonseniorphotos@mcpasd.k12.wi.us

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* It is our pleasure to offer this service at no charge.

*Yearbook reserves the right to refuse publication of indecent or inappropriate senior portrait submissions.