

# ATTENTION CLASS OF 2020 IMPORTANT SENIOR YEARBOOK INFORMATION

PLEASE READ BEFORE SUBMITTING MATERIALS!!

We are providing this information early so that you will have enough time to compile all of your materials in order for you to be included in the senior section of the 2020 Nauset Tides Yearbook.

ELECTRONIC SUBMISSIONS MUST BE SENT

TO: [nausetyearbook20@gmail.com](mailto:nausetyearbook20@gmail.com)

Photos MUST be in a jpeg format and make sure they are actual size (not email or small as it will result in a poor quality print). Text MUST be in word format OR as an email. An automated confirmation email will be sent when your materials are received. You should CONTINUE to check your email to answer any questions regarding your submission.

Electronic submissions are encouraged to be sent in any time prior to the deadlines.

All of your materials (photos, text, quote, and bequeathal) are due:

**The weeks of OCTOBER 9 - 10th and OCTOBER 16TH - 17TH, 2019**

**IMPORTANT:** Materials will be checked in by Mrs. McGown in room B201 IMMEDIATELY AFTER SCHOOL. ALL seniors including those who have submitted documents electronically are still required to complete and sign the submission form (available online).

**Seniors who do not follow these instructions are not guaranteed a place in the senior section.**

**Wednesday, October 9th - Seniors with last names beginning with letters A-G**

**Thursday, October 10th - Seniors with last names beginning with letters H-N**

**Wednesday, October 16th - Seniors with last names beginning with letters O-T**

**Thursday, October 17th - Seniors with last names beginning with letters U-Z**

**Please follow the instructions completely: \* Required materials**

approx.  
2 x 1 1/4  
**INFORMAL**

**FORMAL**

approx.  
2 3/4 x 2 1/4

\*1. **NAME:** Type your full name, the way you would like it to appear in the yearbook (no nicknames).

\*2. **SENIOR PHOTOS:** Seniors are asked to submit two photos, one formal and one informal. The photos do not have to be professionally taken but must be of good quality (200+ resolution). The formal photo should be in a vertical format. The informal photo can be a baby picture, favorite place, sports photo, etc. and should be in a horizontal format (see diagrams above).

Photos should be in **color** and can be in any size.

\*3. **SENIOR QUOTE:** Seniors may submit a quote. It must be typewritten and have no more than **20 words**. You may want to consider song lyrics, old yearbooks, favorite writer, etc. Please note sources/attributes.

\*4. **SENIOR BIO/FINAL WORDS:** Follow these guidelines: **Seniors may not use initials, codes for words and phrases, or any language other than English.** Your text must have spaces between all words and be limited to **500 characters (this is the total of all letters, punctuation marks and spaces).**

**5. BEQUEATHAL:**

Seniors who would like to "leave" something to underclassmen should fill in the following sentence: I, \_\_\_\_\_, bequeath \_\_\_\_\_ to \_\_\_\_\_.

(Guidelines: Use appropriate language, do not use initials, and limit to a total of 30 words).

**\*STUDENTS MUST SUBMIT 2 PHOTOS, A BIO and QUOTE TO HAVE A FULL SENIOR SPACE (1/3 PAGE) IN THE YEARBOOK; OTHERWISE, THEY WILL BE PLACED AT THE END OF THE SENIOR SECTION.**

Any submissions that do not follow these guidelines will be edited at the Yearbook staff's discretion.

## **FOR ALL MATERIALS**

Anything considered by the yearbook staff to be obscene, in bad taste, inappropriate (i.e. references to sex, drugs or alcohol) will be edited by the yearbook advisor.

## **SENIOR PHOTOS**

Over the summer, Prestige Portraits by Lifetouch Studios will be contacting each senior to offer professional senior photographs. This is **not a requirement** but an option; one that is reasonably priced and convenient. Nauset yearbook staff can easily obtain these photos directly from the company for yearbook use. Another good option is Hayward Photography - Chatham Studio: 617-922-2404 [www.HaywardPhotography.com](http://www.HaywardPhotography.com)

The yearbook staff is still happy to accept non-professional digital photographs submitted as described in step #2.

**ATTENTION! Senior photos submitted for the yearbook may also be used for sports awards and commencement purposes.**

**YEARBOOK PARENTS AND BUSINESS ADS**  
(Optional)

**Senior Yearbook Information Check-In Sheet**  
**THIS SHEET MUST BE HANDED IN WITH MATERIALS ON DUE DATES**

Dear parents, guardians, supporters of Nauset seniors,

Every year the yearbook staff welcomes families and businesses to put a message in the yearbook to the graduating seniors. Funds collected from these ads help defer the cost of production and keep yearbook prices as low as possible so that all students have the opportunity to buy one. Ads can be all text or a combination of photographs and text.

If possible, please submit your ad as you would like it to appear in the yearbook. Please consider the format (vertical or horizontal) of the ad in your design. Hard copy photos should have your students name written on the back to ensure that they are easy to pick up by your student in June of 2020. There are four size options available for purchase. THANK YOU!

Please make checks payable to NRHS – Yearbook Ads

**Ads are due by November 1, 2019**

Half page ad \$150.00 Approximate print size 4.5" x 7"		Full page ad \$300.00 Approximate print size 9.25" x 7"
Eighth page ad \$40.00 Approximate print size 2" x 3.5"	Quarter page ad \$75.00 Approximate print size 4.5" x 3.5"	
(Empty space for ad details)		

Nauset Regional High School  
 Attn: Jane McGown/Yearbook  
 100 Cable Road  
 Eastham, MA 02642  
 email submissions:  
 nrhsads20@gmail.com

Last Name: \_\_\_\_\_ First: \_\_\_\_\_ Middle: \_\_\_\_\_

\*\*\*\*\* AS IT WILL APPEAR IN THE YEARBOOK \*\*\*\*\*

Phone Number: \_\_\_\_\_ Email Address: \_\_\_\_\_

Date Received: \_\_\_\_\_ Staff Initial: \_\_\_\_\_

**Formal Photo: Required**

- Hard Copy
- Sent by private photographer
- Sent from Prestige Portraits
- Electronic Submission through [nausetyearbook20@gmail.com](mailto:nausetyearbook20@gmail.com)

**Informal Photo: Required**

- Hard Copy
- Electronic Submission through [nausetyearbook20@gmail.com](mailto:nausetyearbook20@gmail.com)

**Senior Bio/Words Required**

- Hard Copy
- Electronic Submission through [nausetyearbook20@gmail.com](mailto:nausetyearbook20@gmail.com)

**Senior Quote**

- Hard Copy
- Electronic Submission through [nausetyearbook20@gmail.com](mailto:nausetyearbook20@gmail.com)

**Bequeathal**

- Hard Copy
- Electronic Submission through [nausetyearbook20@gmail.com](mailto:nausetyearbook20@gmail.com)

Content Checked in by: \_\_\_\_\_

THANK YOU FOR YOUR SUPPORT OF THE NAUSET YEARBOOK.

Yearbook Advisor,  
Jane McGown