

Class of 2018 Senior YEARBOOK Checklist

The following photos can be scanned and e-mailed (preferred) to: phstotem2018@gmail.com or they can be put in an envelope (marked "YEARBOOK") and dropped off in room 310. Please do not submit originals....make a copy and label (name) so that we can return them to you after scanning.

By October 15

_____ ONE Baby Picture

_____ ONE First Day of School Picture (First day of Kindergarten or Class photo from approximately Kindergarten year)

_____ "Then" Photo(s) (EMAIL 1-3 PHOTOS OF YOU IN ELEMENTARY, MIDDLE, OR EARLY HIGH SCHOOL WITH SOME OF YOUR PHS SENIOR CLASSMATES) YOU MAY SUBMIT A FEW IF YOU HAVE SEVERAL WHICH INCLUDE DIFFERENT PHS SENIORS

By December 1

_____ Senior Picture **not from FACEBOOK** By December 1 e-mail (minimum 300 dpi) photo to: phstotem2018@gmail.com (ATTN: HEATHER GILBERT). IF YOU DO NOT HAVE A PHOTO **CONTACT MRS. GILBERT**. EVERY SENIOR WHO WANTS ONE SHOULD HAVE A SENIOR PHOTO IN THE YEARBOOK AND WE HAVE MULTIPLE WAYS OF GETTING THEM DONE AT LITTLE TO NO COST THIS SUMMER AND NEXT FALL.

_____ "Now" Photo(s) (email 1 or 2 current candid photos of you with some of your PHS senior classmates)

_____ Senior Write-Up **INCLUDE EXACTLY** How your name should appear in portrait section! (Name does not count towards your 300 maximum characters). If I do not receive this I will use your "official" name on record at school. Then TYPE what you would like to appear next to your Senior Photo in the yearbook. Write-ups should be submitted via e-mail to : phstotem2018@gmail.com (a hard copy can be printed and turned into Mrs. Gilbert (rm 310) at Portland High School if you do not have access to e-mail). The text cannot exceed 300 characters INCLUDING SPACES and PUNCTUATION! Write-ups longer than 300 characters will be edited by the yearbook staff. Content not deemed appropriate will not be printed in the yearbook. If you submit nothing there will be a blank space next to your senior portrait

_____ VIP Picture – Very Involved People

This section is for club/activity officers and senior Varsity sport captains. You MUST LET US KNOW IF YOU SHOULD BE INCLUDED IN THIS SECTION and for what sport, club or activity. You may send in a different photo! If we do not receive one, we will use your senior picture. Please e-mail (minimum 300 dpi) photo to: phstotem2018@gmail.com

_____ Order your Yearbook!

ANY QUESTIONS : to Mrs. Gilbert at phstotem2018@gmail.com or 207.874.8255