

Senior Packet

Class of 2022 • ER Gagashoan

Congratulations! You're going to be a **SENIOR** next year and it's time to start thinking about yearbook stuff! As a senior, you have the option to partake in various "extras" in the yearbook, including senior portraits, parent messages, sibling send-offs, quotes, and more. In this packet, you will find several forms as well as directions to leave your mark on YOUR senior yearbook.

Senior packets, forms, & portraits are due to Mrs. Kemper by Friday, October 29th

****This is a firm deadline. Late packets may be omitted from the yearbook.****

Senior Gagashoan Yearbook Checklist

YES	NO	Have you submitted the following?
<input type="checkbox"/>	<input type="checkbox"/>Yearbook Order (online only – www.balfour.com)
<input type="checkbox"/>	<input type="checkbox"/>Senior Portrait
<input type="checkbox"/>	<input type="checkbox"/>Senior Portrait Information sheet
<input type="checkbox"/>	<input type="checkbox"/>Parent Message (& \$15) *OPTIONAL*
<input type="checkbox"/>	<input type="checkbox"/>Sibling Send-off (w/ picture & \$10) *OPTIONAL*
<input type="checkbox"/>	<input type="checkbox"/>Baby Picture
<input type="checkbox"/>	<input type="checkbox"/>Senior Quote sheet
<input type="checkbox"/>	<input type="checkbox"/>Yearbook Dedication Nomination (online)
<input type="checkbox"/>	<input type="checkbox"/>Favorite high school memory (online)
<input type="checkbox"/>	<input type="checkbox"/>Candid photos ("throwback," prom, sports, music, etc.)

*****MAKE SURE YOUR NAME IS ON EVERY FORM AND EVERY PICTURE!!! *****

All photos will be returned at the end of the year during graduation practice.

Please write ONE check for all payments. Checks can be made out to: "ERHS YEARBOOK"

*Please **do not** send in a check for your yearbook order!
Yearbooks can only be purchased online at www.balfour.com*

Senior Portraits

Information for Photographers

Photo requirements:

- ✓ Vertical orientation only
- ✓ Portraits must be **in color**
- ✓ Pose:
 - must be in upright position, no laying down
 - head and shoulders only (no full-body shots)
 - hands are acceptable
 - no props allowed (i.e. balls, instruments, trophies, etc.)
 - indoor or outdoor portraits acceptable, any indoor background is acceptable
- ✓ Dress Code:
 - Must be in compliance with the Dress Code as outlined by the ERUFSD Code of Conduct



Submitting your photo:

- ✓ **Digital preferred** – email to **yearbook@erschools.org** or submit a CD/flash drive (with your name on it!)
- ✓ Dimensions
 - Width: 640 pixels (or 2 inches)
 - Height: 800 pixels (or 3 inches)
 - Resolution: 300 dpi
- ✓ JPG format only
- ✓ **Please be sure to have the lab label the file using *your last name.your first name*** (for example: SMITH.JOHN.jpg)

My senior Portrait

Information Sheet to be turned in to Mrs. Kemper

Please write your name **exactly** how you would like it to appear in the yearbook:

Please have your photographer fill out the following information in case there is a problem with your portrait.

- ✓ The name of the photography studio your portrait was taken:

- ✓ The contact information of the studio:

– E-mail:

– Phone Number:

- ✓ Please check one of the following options:

☐ My portrait is included in this package on a CD/flash drive

☐ My portrait will be **e-mailed** from the studio listed above to yearbook@erschools.org

Please note: If a senior portrait is not submitted, your student ID picture will be used.

Senior Quote

Class of 2022 ER Gagashoan Yearbook

Due Friday, October 29th, 2021 – Late Submissions Will Not Be Accepted!

Personalize your yearbook senior portrait with a special quote! Choose words from an author, singer, or other inspirational figure or put together your own words of wisdom.

You will be given ONE opportunity to submit an acceptable quote! No second chances! No revisions!
All quotes must be school-appropriate and you must get parental approval for your quote to be published.

Senior Quote Guidelines:

- Quotes must be spell-checked and accurate to the attributed source.
- You **must** name the source of your quote.
- **Space is limited to 100 characters** (letters, numbers, spaces, and punctuation –including the name of the person quoted).
 - Please use the lines below to determine the length of your quote.
 - Quotes that don't fit the spaces will not be printed.
- We will **not** publish the following:
 - Anything that is not commonly understandable (including abbreviations, creative spelling, or acronyms).
 - Anything that is a hidden reference.
 - Specific references to other people.
 - References to illegal substances/activities.
 - Anything school-inappropriate or not in compliance with the ERUFSD Code of Conduct.
 - Any Facebook, Twitter, or Instagram links such as "Follow me on Instagram@..."
 - Shout-outs to or about other students or teachers (due to the potential of a quote offending the person it references.)

****The Gagashoan Yearbook reserves the right to edit, censor, or omit quotes without notice.****

If approved, your senior quote will appear below your portrait in the yearbook.

Failure to follow these guidelines will result in the exclusion of your quote.

Please print neatly!

(Quotes that extend past the last space will be cut off or edited. Quotes missing proper punctuation and spaces will be edited.)

Student's name (print neatly and clearly): _____

Parent's/Guardian's name: _____ Phone number: (____) _____

Parent's/Guardian's signature approving quote: _____

Turn Page Over for **Frequently Asked Questions**.

Senior Quote

Frequently Asked Questions (FAQs):

Q: What should I put as my quote? A: That is for you to decide. Haven't you been thinking about it for your entire high school career?! ;)

Q: Why can't I say something "bad" in my quote? What if it's part of the lyrics/poem/etc. that I want to use? A: This is going to be printed in a book that many people keep their entire life and will serve as a public record. Years from now, ask yourself, is your quote the way you want to be remembered? Quotes with questionable content will be rejected.

Q: I forgot what I put as my quote. Could you tell me? A: Sorry, we just don't have time to take this request. And, really, it adds interest and a little mystery to the book to keep all the quotes secret until the book arrives...

Q: Can I change my quote? A: Yes. To do so, you must submit a new senior quote form on or before the due date.

Q: I submitted more than one quote by completing the form more than once. Which quote will you print? A: We will print the most recent quote that was submitted prior to the due date.

Q: Do I have to use quotations? A: No, we will include them for you. Quotations (") do not count as part of your 100-character count. You can quote us on that!

Q: Can I have one more space for one more letter? A: Sorry. In order for your name and quote to fit nicely under your picture the publisher has set a 100-character limit.

Q: Do I have to use spaces between words? A: Your teachers have worked hard to make you all better writers. We take pride in quality writing at Gagashoan. So, spaces between words are necessary.

Q: When is the last day to turn in late quotes? A: See due date on the front of this sheet.

Q: Do I have to write the whole word or can I just abbreviate? A: You have to use complete words.

Q: Do I have to cite whom the "author" of the quote is? A: Yes. Quoting involves using exact words, phrases and sentences from a source, setting them off with quotation marks, and citing where the information was taken from. Like any written work you have created in your academic career, you must give credit to authors whose works you have used. Properly citing materials is one strategy to help you avoid plagiarizing. If citing a source, be sure to cite the original author of the quote.

Q: Can't we just make shout-outs to our friends? Please, we are best friends. A: That's what signing yearbooks is for! Unfortunately, we can't accept quotes that reference other people on campus. All it takes is for one person to say something that upsets another student for things to go wrong and there's no way to fix it once it's published.

Family Messages

****OPTIONAL****

Senior's name: _____

Parent Message (\$15):

Wow, your baby is graduating from high school! There is a Gagashoan tradition to include parent messages in the yearbook, along with a baby picture of your senior. Unfortunately, due to cost of space in the yearbook, only baby pictures and messages that have been paid for will be included in the yearbook. **(75-word limit and one baby picture)**

Please print your message below.

Sibling Send-off (\$10):

You've gone from playing tag and board games to watching your sibling walk across the stage - look how far you've come as a family! Help your sibling feel all the more special by writing them a send-off message! **(50-word limit and one sibling picture.** If your senior has multiple siblings, we advise writing one combined message in order to stick to the word limit.)

Please print your message below.

What else do I submit?

Other **required** yearbook stuff

- ✓ Yearbook Dedication/Nomination
 - Available online in a Google Form in September. *Look for an email/assignment in Google Classroom.*
 - Choose one Faculty member to receive the dedication and tell us why you chose him/her.
 - For example: Teachers, Principals, Guidance Counselors, etc.
 - Choose one staff member to receive the recognition and tell us why you chose him/her.
 - For example: Teachers Assistants, Secretaries, Custodial Workers, Coaches, Nurses, etc.
- ✓ Favorite high school memory
 - Available online in a Google Form in September. *Look for an email/assignment in Google Classroom.*
- ✓ Baby picture
 - ***REQUIRED***
 - Baby pictures are used in the Moving Up Day ceremony in May and for graduation - therefore ALL seniors are highly encouraged to submit a baby photo!
 - **Please write your name on the back of your picture!**
- ✓ Candid photos
 - If you would like to include candid shots of you and your friends, you may.
 - Some ideas of what to include:
 - “throwback” photos from when you were little
 - Prom photos
 - sports photos
 - concert photos
 - drama photos
 - Important:
 - *Not all photos submitted will be included in the yearbook due to space and photo requirements.
 - *If the photo is in anyway inappropriate, it will not be included in the yearbook.
 - ***Please make sure your name is on the back of every photo you submit**

****All photos and CDs/Flash Drives submitted will be returned to you in June at Graduation Practice.****

**** DISCLAIMER ****

The yearbook staff will review all photo & narrative submissions to determine final yearbook content. We cannot guarantee that all submissions can be used in the book. Any submissions that are used in the book are subject to editing for length and clarity.