

Battle Mountain High School

151 Miller Ranch Road Edwards, CO 81632 (970)-328-2930 Fax (970) 328-2935



Dear Senior Students and Parents/Guardians,

Senior year is a very special time in every student's life; it is a year that brings many memories, reflection, and opportunities. One such opportunity is to have a personalized Senior portrait, quote, and baby picture present in the Student Yearbook. This is an opportunity and a privilege as a Senior student.

Please know that it is the *student's responsibility* to ensure that their picture(s) and quote are submitted and received by the yearbook staff and sponsor no later than the deadline of **Friday, November 10, 2017**. Submissions that are submitted after this date cannot be accepted due to publication procedures. Please note the following guidelines in regards to submissions below:

- Portraits, quotes, and baby pictures will **NOT** be accepted after the deadline of **November 10th**
- All photographs must be in a HIGH RESOLUTION .jpg format to be accepted
- All photographs must be labeled as such: **FirstnameLastname-SeniorPic.jpg/**
FirstnameLastname-Babypic.jpg
- Naked baby pictures of any kind will NOT be accepted and should NOT be submitted
- All quotes must be appropriate, properly attributed, and free of any innuendo, and social or political commentary
- All portraits, quotes, and pictures must be **APPROPRIATE** and uploaded correctly

Any submissions that do not meet the above guidelines or criteria will not be included in the yearbook. Once again, it is *the student's responsibility* to ensure that they have followed all prescribed guidelines in order to have their portrait, baby picture, and quote included in the yearbook. The yearbook committee *will not and cannot* track down individual students to remind them of deadlines or to ensure that they have properly uploaded their images and quotes.

Sincerely,

The Yearbook Committee

Uploading Instructions:

Use this Google Form & follow instructions from there:

<https://goo.gl/forms/8bCMz0JwTbpwUNY72>

****Note: You must be logged onto your EC SCHOOLS Google account for images to upload***

Yearbooks can be purchased from Jostens.com

Purchase early for reduced price. Please note that yearbook purchases were NOT a part of registration fees