

Guidelines for Grad Write-up:

- Maximum of 80 words
- No swearing or language that could be considered offensive or inappropriate in a school setting
- No URL links
- No special icons or emojis
- No abbreviation, coded language or initials

Guidelines for Baby Photos:

- Make sure the photo is clear
- If you are taking a photo of a physical print, do not use flash and make sure there is no glare
- You can also scan physical prints. Please make sure your photo is in **PDF, JPEG or PNG** format

Guidelines for Submission:

Please hand in your baby photo and quote in the google doc link below :

Your write-up and baby photo are **due on November 10, 2023** and any additional info can be found on the school website underneath *Grad News*.

Note The yearbook team will not be responsible for missing photos and quotes.

Disclaimers:

Be sure to properly type in your quotes exactly how you want it to be printed. Any grammatical or spelling mistakes will not be edited by the yearbook staff.

The yearbook, advisor, administration reserve the final right to refuse a quote or picture.

Inappropriate messages will have one chance to be re-written. If you continuously submit inappropriate messages, you will not be given space for a write-up.

All messages will be checked by Mr. Shin and the admin for content. Please make sure they are appropriate (nothing offensive or hurtful to anyone, no bad language).