

Dear Fifth Grade Parents:

It's time to turn in those Yearbook photos no later than Nov. 27th!!!!!!!!!!!!!!

The Fifth Grade Activity Committee provides each child in the Class of 2020 with a keepsake memory book. Each child will have a half of a page dedicated to him/her. *We need your help in filling that page!!*

Your first set of photos are due no later than November 27th:

- **Please select 3-5 favorite photos of your child to be used to populate his/her individual page. Your child's page can include individual pictures, family pictures, or with friends, your choice!**
- **A baby picture of your child**

The deadline for submitting the 3-5 photos for your child's individual page and their baby picture is November 27th!!

- **Up to 10 group/candid photos to be used in the yearbook on pages other than your child's individual page. The Candid photos can ONLY include VRS 5th Graders!**

The deadline for submitting the group/candid photos is January 27th!!

Here is how you can submit photos online:

- Go to: <https://images.schoolannualonline.com/login>
- If it does not automatically log you into the site, enter username: **414733674**
- Browse to select the photo(s) you wish to upload.
- Enter information about the photo and provide contact information in case the staff needs additional information.
- Click the box next to "I have read and understood the terms and conditions for image usage."
- Click "Upload Chosen Images."

What to put in n the Description field:

- **Individual Photos:** In order to determine the pictures to be used for the individual page, under Image Information, please fill out your child's First and Last Name, 5th Grade, and for Description include, student's First and Last Name and #1. Continue naming each photo through #6. Example: John Doe #1. John Doe #2, etc. through to #5. Please try to submit all pictures for the individual page at the same time, as this will help up tremendously as we create the yearbook.

Deadline: 11/27/2019

- **Baby Picture:** Specify "**BABY PICTURE,**" and it will not be on your child's dedicated page, but with all baby photos.

Deadline: 11/27/2019

- **Candid Photos:** Follow the same instructions as above, in the Description, include every student that appears in the photo, their First and Last Name, and the word "Candid." Example: John Doe, Jane Smith, Julie Green, Jared Brown Candid. Also include a brief description of when the photo was taken. (The description box appears small, but it holds many characters, so please be detailed!) Remember, the candid shot will **NOT** be included on your personal page.

Deadline: 1/27/2020

NOTE: what you type in the description box will **NOT** be written in the yearbook, it is just information to assist with assembling the yearbook.

The Yearbook Committee will review all photos and determine final yearbook content. We cannot guarantee that all submissions can be used in the book.

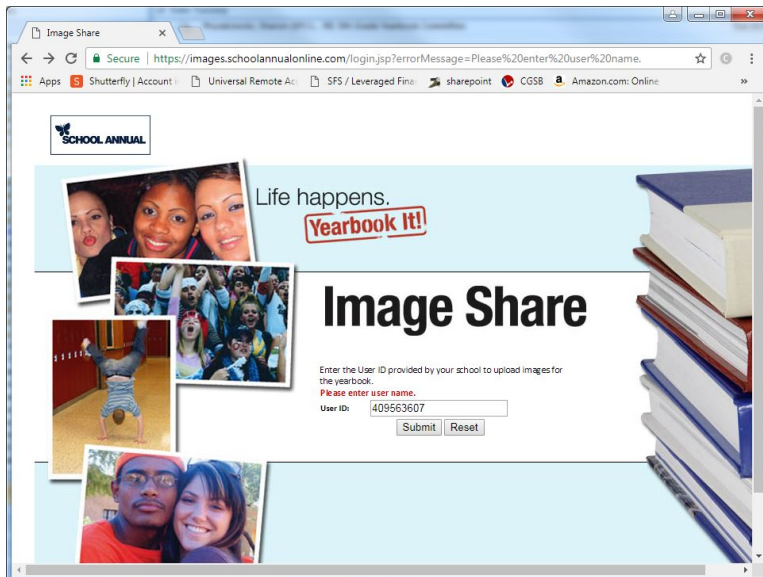
If you have any questions or are unable to use the internet to upload your photos, please contact anyone on the Yearbook Advisory Board.

Regards,

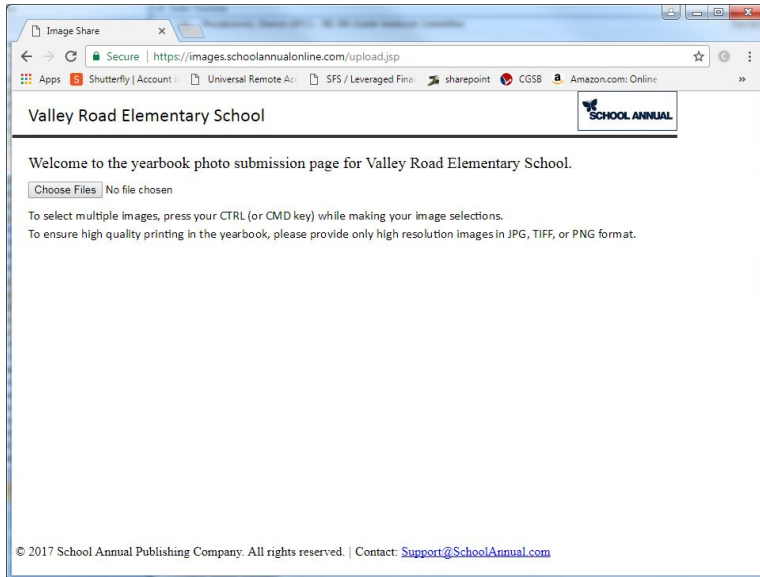
Fifth Grade Yearbook Advisors

Maria Kershaw, RoseMary Costa-Lopes, Kristin Panayoutou, and Susana Machado

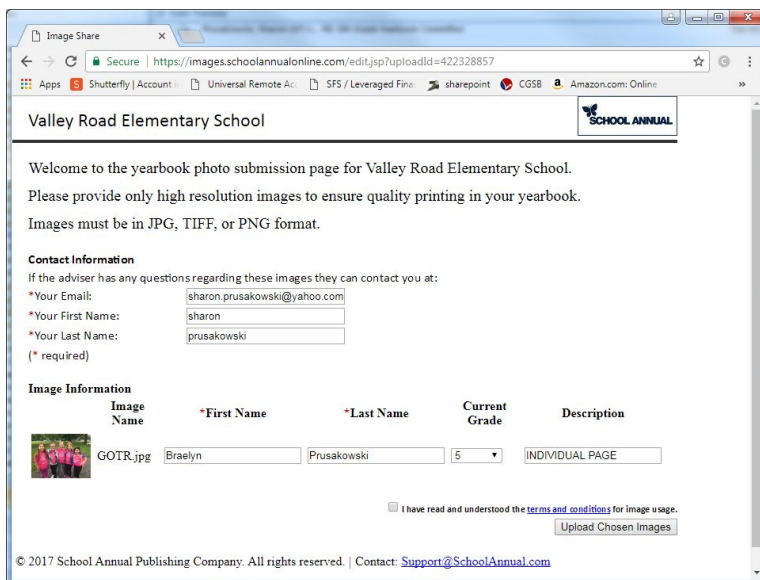
Enter the User ID here if the link doesn't take you right into the site:



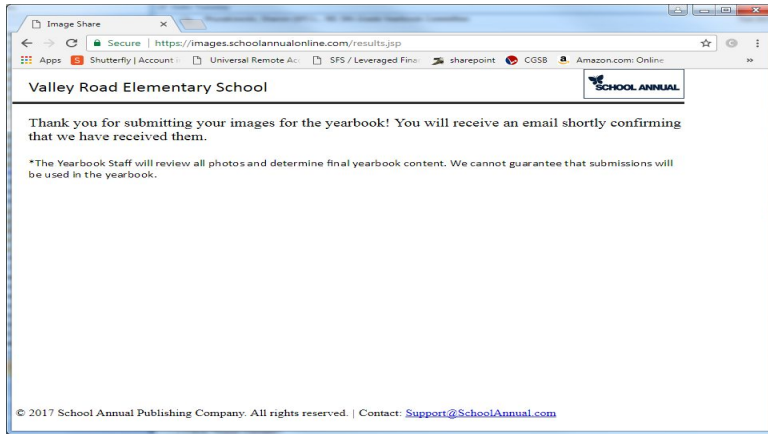
Click on Choose Files and Browse your Computer to select the photo you want.



- Enter parents email address, first and last name.
- Enter your child's name next to the picture and select 5th grade.
- Enter the description as per the instructions provided above.
- Click the box – I have read and Understand the terms and conditions for image use (read terms and conditions) and choose Upload Chosen Images.



You can upload multiple photos at the same time. Each Photo will have its own description box.



Once your upload is complete you will receive an email from School Annual Publishing Company, saying thanks for uploading 1 photo to us....