

Name _____ Photo Deadline Date _____

YEARBOOK 101 PHOTO CHECKLIST

- Photo appears to be a candid shot (not posed and not looking at the camera).
- Person is in his/her “element”—performing the task or activity featured on the page or mentioned in the quote/copy.
- Subject of the photo has been isolated as much as possible and zeroed in on.
- Camera angle enhances the subject and provides interest.
- Subject is off-center (rule of thirds is used).
- There is NO BRICK/WALL BACKGROUND behind the person.
- Background does not distract.
- There are no mergers with the subject and other objects (trees/poles/signs growing out of heads, etc.).
- Subject is framed appropriately using natural objects, and the framing helps tell the photo’s story.
- There are leading lines/objects of interest in the foreground.
- If there are other people in the shot, there are “leading looks” pointing in the direction of the subject.
- Depth of field is appropriate for the subject to be in focus.
- Photo is not blurry, too dark, over-exposed, or below 250 dpi (low resolution).
- Direction of light enhances the subject.

ATTENTION: By signing and submitting this PHOTO CHECKLIST, I hereby acknowledge that the photo is completely ready to be put on the page in the computer. If it is found to be incomplete in any way, I know that it will affect my Yearbook grade. It should not be signed until each quality is completely accounted for.

STAFFER’S SIGNATURE _____ DATE _____

DO NOT WRITE BELOW—FOR ADVISER’S USE ONLY

DUE DATE _____	DATE RECEIVED _____	POINTS _____
COMMENTS _____		