

# SENIOR TRIBUTE INFORMATION PACKET

The Oviedian Yearbook • Oviedo High School • 601 King St. • Oviedo, FL 32765

Summer/Fall 2020

Dear Parent,

If you are looking for a way to recognize your senior in the class of 2021, a personal tribute in the yearbook is a great way to do it.

Personal tributes come in a variety of sizes and are available at several price ranges. Enclosed is a rate sheet to show you the spectrum of tribute prices. The yearbook staff will create your tribute based on the photos and message you submit. Please note the number of photos you may submit based on the tribute size you are purchasing.

When selecting your photos for the tribute, choose ones that are crisp and clear, have good color, are not copyright protected, have a high resolution, are unedited (look for 1 MB or higher images), and if printed, free of scratches. This will help make the process easier and ensure a quality tribute. Photos downloaded from Facebook (or other social media) will **NOT** work - their resolution is too low.

To help prepare for your submission, please see the tributes checklist on the next page. You will need to fill out our form which will give instructions for submission of photos, text and payment. All materials must be submitted on the same day. Once everything is approved you are guaranteed space.

There are a **limited** number of pages available, so we suggest ordering promptly. Once all the pages are filled, no more tributes will be sold. **No tributes will be accepted after October 23, 2020** (this is an availability deadline).

Hopefully by now your senior has taken his/her portrait. If not, please go to [www.leonards.com](http://www.leonards.com) to schedule an appointment. Due to publishing deadlines, **any senior who takes his/her pictures after October 10, 2020 won't be in the book.** We hope you will understand that both Leonard's Studios and the yearbook staff have deadlines to meet; therefore, seniors must take their pictures by October 10. Seniors will receive a digital proof via email to view and select their preferred pose from the portraits session until September 5 when this window closes.

If you have any questions, please feel free to email us at [ohsseniortributes@gmail.com](mailto:ohsseniortributes@gmail.com).

Sincerely,

*The Oviedian* Editorial Staff  
and Alicia Pope, adviser

# TRIBUTES CHECKLIST - Please READ BEFORE choosing pictures

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*Please make sure you read the information below, it will help alleviate problems. Use this as a checklist for your tribute. All tributes must be correct to be accepted. Payment and pictures alone do not guarantee tribute space. Please note we reserve the right to edit copy as necessary for style, grammar and punctuation.*

## General Info

- All writing (copy) should be typed to guarantee proper wording. Please submit your message by email.
- The Oviedian* is produced by students in an academic environment. The yearbook staff will choose fonts and colors that compliment your tribute and fit with our overall design and theme.
- The yearbook staff will design the pages; collages or finished designs will NOT be accepted.
- Please note the maximum number of pictures and text you may submit based on the tribute size you are purchasing.
- Late tributes will NOT be accepted.

## Pictures

- If you have a photo in mind to be dominant, indicate that file's name to us.
- If you use digital pictures, they must be in JPG, JPEG or PNG format. Do not edit the photos, we can crop out what you don't want in the photo.
- Rename the individual photo file(s) to "[first name]\_[last name]\_tribute\_1", "[first name]\_[last name]\_tribute\_2", etc.
- Digital photos must be high resolution. Generally if pictures have a 1 MB or higher memory they will work. **Images from Facebook and other websites will NOT work.**
- Do NOT print digital pictures.** Submit original, unedited photos by attachment via email. We can crop images if you want. Let us know. We may also adjust brightness if requested.
- Do NOT cut the photos in any way. Cut photos will not be accepted. Staff members will crop the photos to fit.
- Pictures taken by professional photographers other than Leonard's must include a release from a photographer. (Look on the back of photos for "Reproduction Prohibited" or "Copyright Protected" or © on the front.)
- Do not send pictures that are irreplaceable. **No materials can be returned.**
- Any pictures that are creased, cut, scratched, or ripped will appear that way in the book. Keep this in mind when choosing printed photos.
- If submitting physical copies, lightly label the **BACK** of your pictures with his/her name.
- Printed photos should be sent in to Mrs. Pope ([Room 5-023](#)) along with payment sealed in an envelope labeled with the senior's name.
- \*New this year: Let us know in the cutouts window in the online form if you'd like us to make a cutout (background removed) from a photo in the tribute at no additional cost.\****



# TRIBUTES CHECKLIST - Continued

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## Proofs

- We will send you a proof of your tribute via email to the address you provide to us.
- This will also confirm that we have received your payment.
- This proof is to ensure all pictures are on the page, your student's name is spelled correctly and the message is correct and free of errors.
- You will have **THREE BUSINESS DAYS** to respond and make corrections before we finalize your design.

## Placing your order

- Please place your order by going to our online form to choose your desired specifications listed on the tribute samples enclosed (this form is accessible on our new website: [bit.ly/ohssrtributes](http://bit.ly/ohssrtributes)).
- Only one tribute can be purchased per form. If you want to purchase a second tribute (for a sibling), fill out a new form with the same contact information as the former.
- We do not accept credit cards for senior tribute sales. A check or cash in an envelope must be turned to Mrs. Pope ([Room 5-023](#)) for your tribute before we confirm that you have a secured spot in the book.
- Make checks payable to Oviedo High School.**
- If a tribute is turned in late and we no longer have room, we will email you a notification and find the easiest way to cancel and return your payment. Again, the return of any items given to us (excluding money and checks) is not guaranteed.

## Buying a Yearbook

- You may order a book today at our publisher's online store at [yearbookforever.com](http://yearbookforever.com). A link will also be provided at the conclusion of the tribute order form. Books will be distributed in May.
- Note: Senior portraits, panoramic, and cap and gown are additional fees all paid to outside companies.*

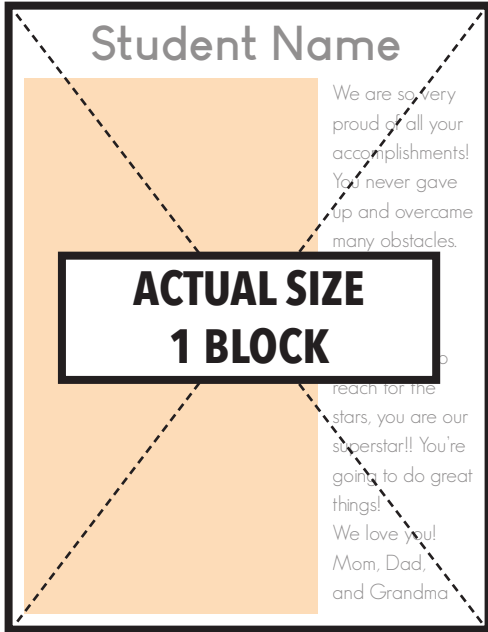
## Questions

- During the summer, please send inquiries to [ohsseniortributes@gmail.com](mailto:ohsseniortributes@gmail.com). After Aug. 10, you may also call adviser Alicia Pope at **407-320-4202** during school hours (7:20 AM - 2:20 PM).

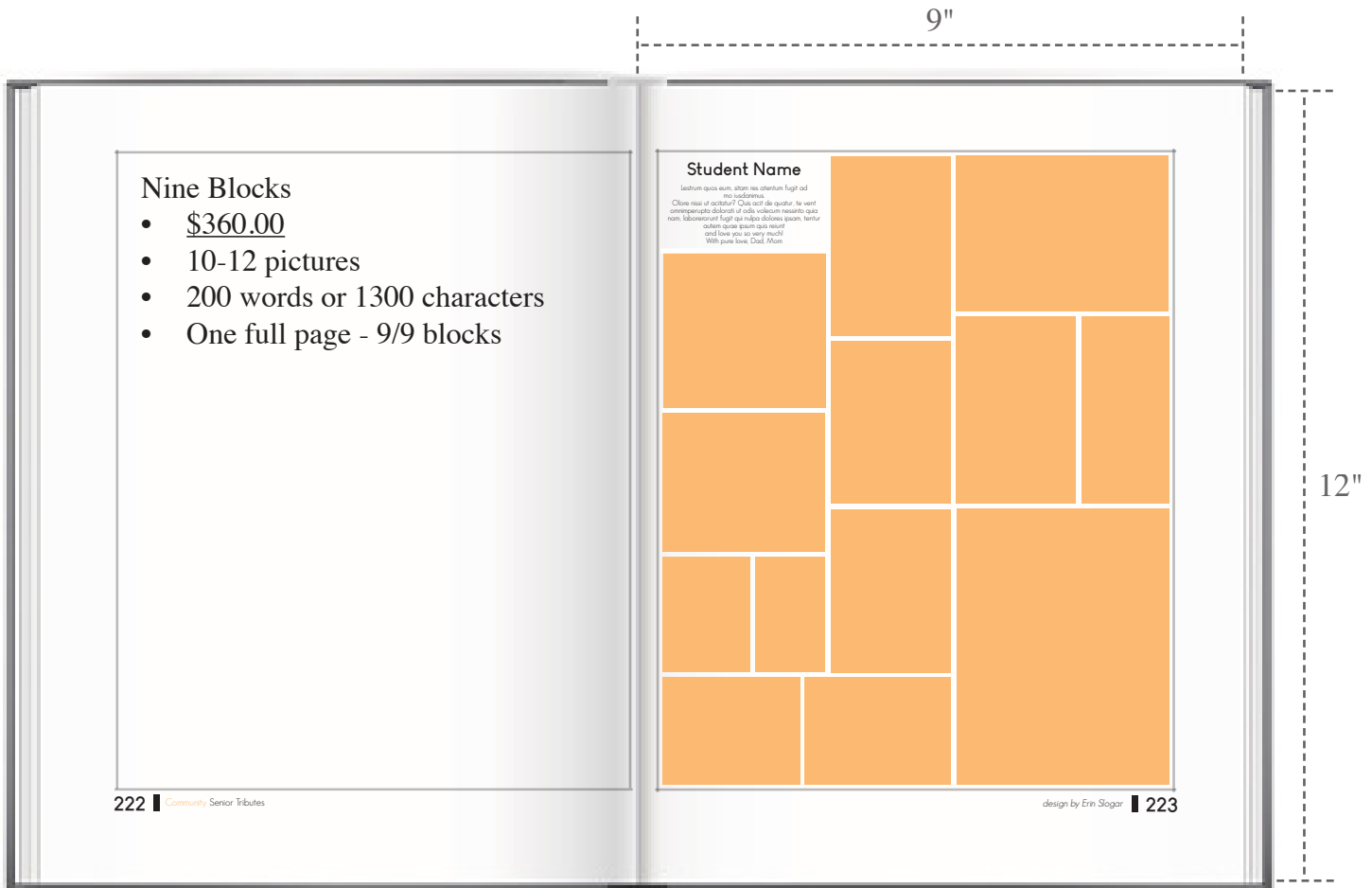
### **DEADLINE:**

**All materials must be approved and received by Friday, October 23, 2020**

# TRIBUTE DIMENSIONS & SAMPLES



- Tribute space is sold in 1/9 page blocks: (2.5" W x 3.25" H) at \$40 a block.
- Pages are sized 9" x 12" (including margins)



# TRIBUTE DIMENSIONS & SAMPLES - Continued

## Six Blocks

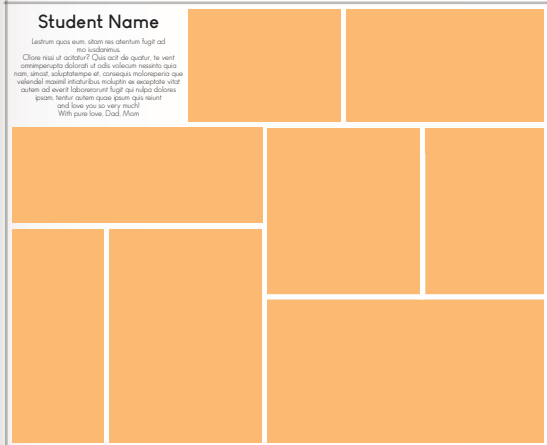
- \$240.00
- 7-8 pictures
- Message
- 150 words or 900 characters
- 2/3 of a page

## Three Blocks

- \$120.00
- 4-5 pictures
- 100 words or 650 characters
- 1/3 of a page

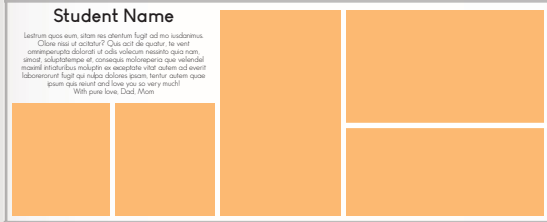
### Student Name

*Laetam quos eam, uteris ubi sunt? Quis act de quibus, te vent  
omnempetit dicitur? ut odis volucom nescito quis nam  
non, amos, adaptatemp et, conatus molongera que  
valendit moxam mtraturibus mtraturibus mtraturibus mtraturibus  
culum ad event? laborum ut fugi qui nupta dicitur  
psam, tenetur autem quae psam qui nescit  
and love you so very much!  
With pure love, Dad, Mom*



### Student Name

*Laetam quos eam, uteris ubi sunt? Quis act de quibus, te vent  
omnempetit dicitur? ut odis volucom nescito quis nam  
non, amos, adaptatemp et, conatus molongera que  
valendit moxam mtraturibus mtraturibus mtraturibus mtraturibus  
culum ad event? laborum ut fugi qui nupta dicitur  
psam, tenetur autem quae psam qui nescit  
and love you so very much!  
With pure love, Dad, Mom*



## Two Blocks

- \$80.00
- 2-3 pictures
- 75 words or 450 characters
- 2/9 of a page

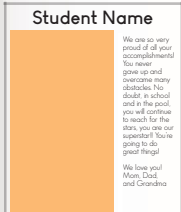
## One Block

- \$40.00
- 1 picture
- 50 words or 250 characters
- 1/9 of a page

### Student Name

*We are so very  
proud of all your  
accomplishment!  
You never  
give up and  
overcome every  
obstacle. No  
doubt in school  
and in the pool,  
you will continue  
to reach for the  
stars, you are our  
superstar! You're  
going to do  
great things!*

*We love you  
Mom, Dad,  
and Grandma*



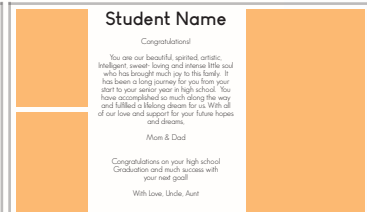
### Student Name

*Congratulations!*

*You are our beautiful, spirited, artistic,  
intelligent, sweet, loving and intense little soul  
who has brought much joy to the family. It  
has been a long journey for you from your  
start to your senior year in high school. You  
have accomplished so much along the way  
and fulfilled a lifelong dream for us. With all  
of our love and support for your future hopes  
and dreams.*

*Mom & Dad*

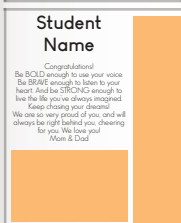
*Congratulations on your high school  
Graduation and much success with  
your next goal!  
With Love, Uncle, Aunt*



### Student Name

*Congratulations!  
Be **BOLD** enough to use your voice.  
Be **BRIEF** enough to listen to your  
heart. And be **SINCERE** enough to  
love the life you've always imagined.  
Keep chasing your dreams!  
We are so very proud of you, and will  
always be right behind you, cheering  
for you. We love you!*

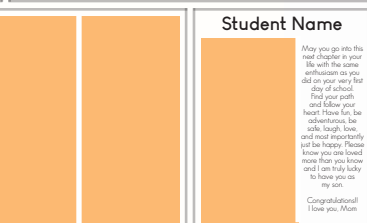
*Mom & Dad*



### Student Name

*May you go into this  
next chapter in your  
life with the same  
enthusiasm as you  
did on your very first  
day of school.  
Fresh, fun, and  
follow your  
heart. Have fun, be  
adventurous, be  
wild, laugh, love,  
and most importantly  
just be happy. Please  
know you are loved  
more than you know,  
and I am truly lucky  
to have you as  
my son.*

*Congratulations!  
Love you, Mom*



### Student Name

*It's hard to  
believe you are  
graduating, we  
still picture you  
as the little girl  
in the picture.  
You have  
worked so hard  
and we are so  
proud of you!  
We know you  
can do anything  
you set your  
mind to and  
you will go far!  
Here's to your  
future success!  
We love you  
very much!  
Love, Mom  
and Dad*



### Student Name

*Congratulations!  
Laetam quos eam, uteris ubi sunt?  
Quis act de quibus, te vent  
omnempetit dicitur? ut odis volucom nescito quis nam  
non, amos, adaptatemp et, conatus molongera que  
valendit moxam mtraturibus mtraturibus mtraturibus mtraturibus  
culum ad event? laborum ut fugi qui nupta dicitur  
psam, tenetur autem quae psam qui nescit  
and love you so very much!  
With pure love, Dad, Mom*

