



## MESSAGE FROM THE REGNART YEAR BOOK TEAM

January 6, 2010,

Happy New Year to all. The Regnart Year Book team is now gearing up to work on the 2009 -2010 Yearbook. As you know, the Regnart Yearbook is one of the most cherished Regnart mementos for both children and parents.

Our yearbook is possible only with the great photo contributions of the entire Regnart community. Last year, 105 contributors submitted more than 15,000 photos(!), with about 1,300 images appearing in the final book. We had a fabulous and diverse pool of photos to choose from and we hope we will be able to have the same choice this year. **WE CANNOT DO THIS WITHOUT YOUR PARTICIPATION AND CONTRIBUTION OF PHOTOS.**

We suggest you submit images by **CD** or **email**, with simple instructions below. We can also take images via flash drives and some online sharing services. Contact us at [regnart.yearbook@gmail.com](mailto:regnart.yearbook@gmail.com) for more information about how to do this.

**The deadline to submit your photos is February 10, 2010. We appreciate any photo you can contribute, whether it's one image or one thousand!**

If you would like to help design the pages, please contact the Regnart Yearbook Team at [regnart.yearbook@gmail.com](mailto:regnart.yearbook@gmail.com). We use a simple to use online tool where you can design a page from the comfort of your home. We will distribute the images for your classroom or event page from our central pool.

If you have any questions, please contact us.

Thanks,

Maria Tham and The Regnart Yearbook Committee

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### **A Quick Guide to Contributing Your Pictures to the Yearbook Project**

Most of our submissions come in via CD or e-mail. You can get more information about submitting images via these and other media at the Yearbook online group (<http://groups.google.com/group/regnart-yearbook>).

#### **Technical guidelines:**

- 1) Higher resolution images (1024x768 or better) will yield better results in print.
- 2) JPEG format please.

**Submitting By CD:**

This method is fastest when you are submitting many images or pictures from many events.

- 1) Organize the pictures you're submitting into folders. Name the folders by event.
- 2) Burn the images on any recordable CD.
- 3) Write your name, e-mail address and/or phone number, and your child's teacher on the disk.
- 4) Send an e-mail to [regnart.yearbook@gmail.com](mailto:regnart.yearbook@gmail.com) so we know its coming.
- 5) Turn in the disk at the Regnart Office.

**Submitting By e-mail:**

If you have just a few pictures to send in, this is the easiest way.

- 1) e-mail your image as an attachment to [regnart.yearbook@gmail.com](mailto:regnart.yearbook@gmail.com). In the body of the e-mail tell us your name, the event, and your child's teacher's name.

**Submitting By Any Other Method:**

Contact us at [regnart.yearbook@gmail.com](mailto:regnart.yearbook@gmail.com) and we'll figure out how to collect your images.