



# Yearbook Photography

## The Dos and Don'ts

# Every Class Has A Formal Page & A Candid Page

It is important that only kids from the particular class appear in the class candid page.

Mrs. Patterson's First Grade Class

William Dayd    Aydin Byrnes    Blake Chang    Kacey Charbonnet    Tao Chen

Isabella Chivdijjar    Nathaniel Chun    Rachel Dubin    Rohin Joshi    Annabel Le    Dominic Lorenzana

Emi Machida    Nathan Moore    Diane Olson    Troy Parker    Jonathan Pham    Enzo Phillips

April Picha    Catherine Powers    Marius Rukawski    Peter Tripathi    Slater Vance

U Build A Book

U Build A Book



# Don't Turn In A Solo Kid Picture



**Remember, our goal is to make every kid feel special and not just these four kids.**

**Don't Turn In The Same Kid In Every Group Shot Because This Is  
What The Candid Page Would Look Like  
(This rule is more critical for class candid photos than for events)**



Love McKenna but  
not in every picture.





# Don't Turn in Masked Kids



If we never see another kid wrapped in wrapping paper or toilet paper, it will be too soon.

# Don't Turn In Sides of Heads





# Don't Turn In Backs Of Heads



# Don't Turn In Too Large Of A Group (There will be exceptions – Spirit Rally)



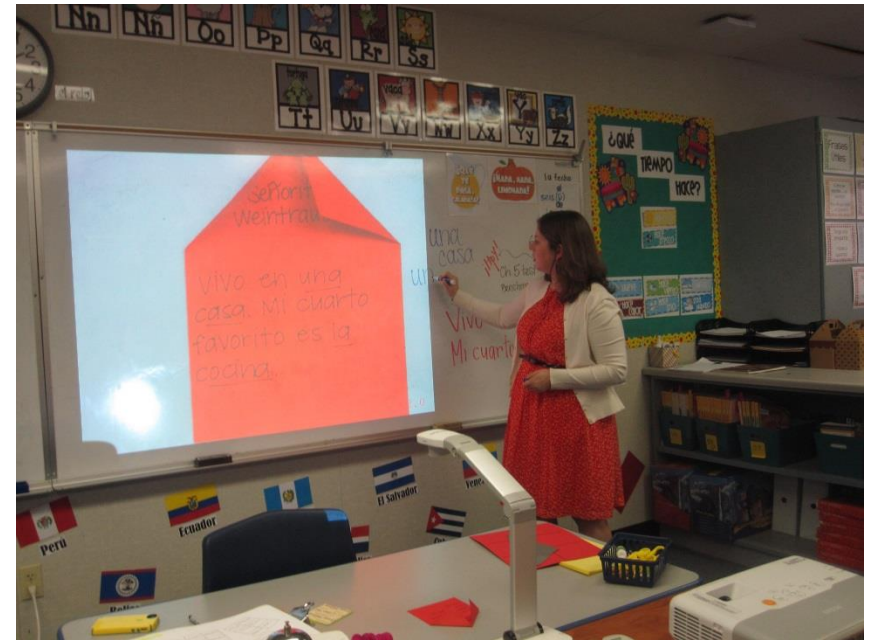


# Don't Turn In Pics Of Adults – It Is About The Kids



# Don't Turn In Pics Of Teachers – They Already Have Their Own Picture

(There are exceptions to this rule but I can't think of one.)





# No Fingers From Kids (Simply say, “Put your fingers down”)



**SEE HOW QUICKLY A  
PEACE SIGN CAN  
TURN ON YOU!**



Do Give Us Small Group Photos With Smiling Faces And Action (if possible).  
**Never sacrifice a face for action!**



Large group photos are okay for Spirit Rallies!



# Do Give Us Costumes That Don't Completely Hide Faces



# Do Give Us Solos When Appropriate





# Do mix classes when your photos are for events or specialty classes and **NOT** for class candid page



Specialty Class: RECESS



Specialty Class: SPANISH




Event: Lunch-On-The-Lawn with parents too

# Simple (But Many) Rules to Remember:

1. Use a camera or a phone with a great camera;
2. Use your flash if you are indoors or the resolution will not be good enough for yearbook;
3. Give us only your **best 20 pics**;
4. Small groups of 3-8 kids preferred;
5. Full faces with smiles (no sides, tops, or backs of heads);
6. Get action but not at the expense of full faces;
7. Tell kids no fingers, such as peace sign or gangsta signs;
8. Don't have the same kid in every class candid or if you are the only photographer at an event;
9. Take a variety so we have good choices;
10. If taking pictures in a specialty class, **STAND UP FRONT with the teacher** and get **full faces** (The teacher will understand.);
11. Look at last year's yearbook to see what worked and what didn't;
12. Please name your photos with class or event and your initials;
13. Do NOT get artsy-fartsy and take slanted pictures. It's a yearbook not your graduate thesis project; and
14. Upload to dropbox **right after taking the pics pretty please with sugar on top.**



# NO DUPLICATE OR VERY SIMILAR PICS EVEN IN DIFFERENT FOLDERS

1. We don't want you to add 3 or 4 pics of the same or similar shot thinking that we will decide on the best one. **YOU DECIDE!** That is why we pay you (ok, not a good reason). You pick the photo. We trust you!
2. DO NOT put the same pics in two different folders, e.g., library and class or jog-a-thon and class. THIS REALLY CAUSES US PROBLEMS AND, even though he won't admit it, RAJEEV CRIES.  
A small, square image of a baby crying. The baby is wearing a red shirt and blue overalls. The background is a solid blue color.
3. DO NOT DO A DATABASE DUMP! Deb will TP your house! Please review your pics and choose the best 20.

If you have a Mac instead of a PC, skip to pages 39-56 for instructions.





# DROPBOX INSTRUCTIONS FOR PC USERS

1. Go to [www.dropbox.com](http://www.dropbox.com)
2. Email = [pcryearbook@gmail.com](mailto:pcryearbook@gmail.com)
3. Password = (contact Deb at [pcryearbook@gmail.com](mailto:pcryearbook@gmail.com) for the password)
4. Every class has a folder for class candid
5. Every event has a folder
6. Please do not add or delete folders
7. Please do not open your own dropbox account and share with us

[Go to www.dropbox.com](http://www.dropbox.com)

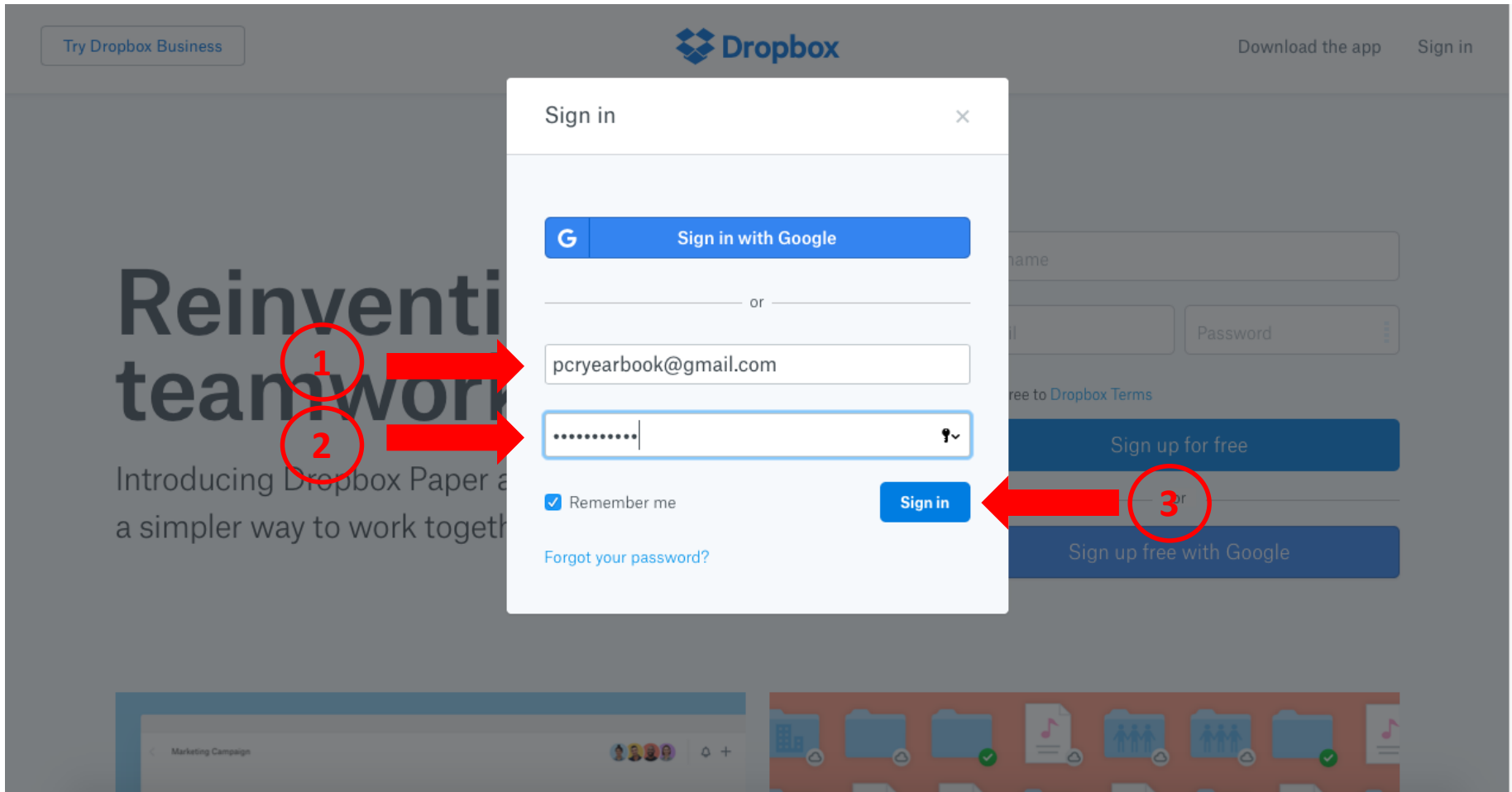
Select “Sign in” on the upper right hand corner.

Do not select “Sign up” in the blue box.

The screenshot shows the Dropbox homepage. At the top left is a button labeled "Try Dropbox Business". In the center is the Dropbox logo. At the top right, there is a link "Download the app" and a "Sign in" button, which is circled in red with a red arrow pointing to it from below. The main content area features the headline "Reinventing teamwork" and the subtext "Introducing Dropbox Paper and Smart Sync — a simpler way to work together." Below this is a large, semi-transparent "no" symbol (a circle with a diagonal slash) overlaid on a sign-up form. The form includes fields for "Full name", "Email", and "Password", a checkbox for "Sign up to Dropbox Team", a blue "Sign up" button, and a "Sign up free with Google" button. At the bottom, there are two preview images: one showing a "Marketing Campaign" interface and another showing a file explorer view with folders and files.



**Enter the email (pcryearbook@gmail.com) and password (batman91011) to sign in.**



# On the homepage, select “Files” to see a list of folders.

Home

Files

Paper

Home

Upgrade account

Search

Starred

When you star items, they'll show up here for easy access.

Upload files

New shared folder

Create Paper doc

Recent

Hide

24 images

Adventure Week 2017

+20

Personal

Only you

Privacy

**Click on the appropriate folder.**  
**As an example, I have selected 1<sup>st</sup> Grade Patterson.**  
**Do not add or delete any folders.**

Dropbox

Upgrade account

Search

Name +	Modified -	Members -	
0 Kinder Brar PM	--	Only you	...
0 Kinder Ranjbar AM	--	Only you	...
0 Kinder Ranjbar-Salmi PM	--	Only you	...
0 Kinder Salmi AM	--	Only you	...
1st Grade Harter	--	Only you	...
1st Grade Horne	--	Only you	...
<input type="checkbox"/> 1st Grade Patterson ☆	--	Only you	Share ...
1st Grade Senour	--	Only you	...
2nd Grade Beyer	--	Only you	...

Upload files

- New shared folder
- New folder
- Show deleted files

Unlock more space now!  
Try Dropbox Business.  
Try it free

Privacy ?

Personal Only you

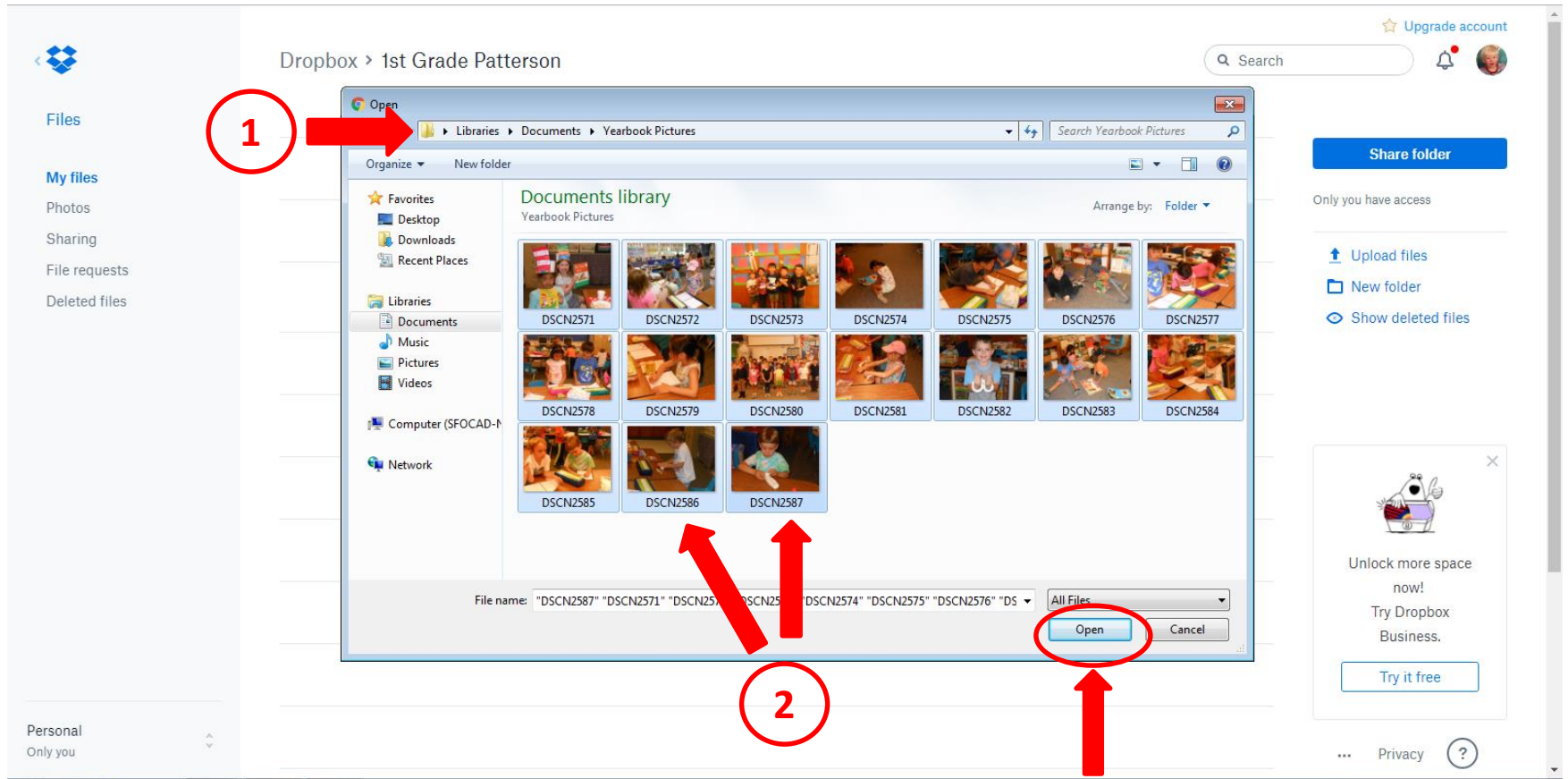
https://www.dropbox.com/home/1st Grade Patterson



# Confirm you're in the appropriate folder and select "Upload files" to start the upload process.

The screenshot displays the Dropbox web interface. On the left sidebar, the navigation menu includes 'Files', 'My files', 'Photos', 'Sharing', 'File requests', and 'Deleted files'. The main content area shows the breadcrumb path 'Dropbox > 1st Grade Patterson', which is circled in red with a red arrow pointing to it and a circled '1'. Below the breadcrumb, the folder is empty, with the text 'This folder is empty' and 'Drag and drop files onto this window to upload.' On the right side, there is a 'Share folder' button and a section titled 'Only you have access' containing three options: 'Upload files', 'New folder', and 'Show deleted files'. The 'Upload files' option is circled in red with a red arrow pointing to it and a circled '2'. At the bottom right, there is a promotional pop-up for Dropbox Business with a 'Try it free' button. The bottom left corner shows 'Personal' and 'Only you'.

# Find the folder where your pictures are located. Select the photos you want to upload and click “Open.”



# Oops, my pic files are not named correctly, so I cannot upload yet.

Dropbox > 1st Grade Patterson

Open

Libraries > Documents > Yearbook Pictures

Organize New folder

Documents library

Yearbook Pictures

Arrange by: Folder

DSCN2571 DSCN2572 DSCN2573 DSCN2574 DSCN2575 DSCN2576 DSCN2577

DSCN2578 DSCN2579 DSCN2580 DSCN2581 DSCN2582 DSCN2583 DSCN2584

DSCN2585 DSCN2586 DSCN2587

File name: "DSCN2587" "DSCN2571" "DSCN2572" "DSCN2573" "DSCN2574" "DSCN2575" "DSCN2576" "DSCN2577" "DSCN2578" "DSCN2579" "DSCN2580" "DSCN2581" "DSCN2582" "DSCN2583" "DSCN2584" "DSCN2585" "DSCN2586" "DSCN2587" All Files

Open Cancel

Share folder

Only you have access

Upload files

New folder

Show deleted files

Unlock more space now!  
Try Dropbox Business.  
Try it free

Privacy

**File names must contain your class (or event) and your initials.**



# Hold the “shift” key and select the first photo in the group.

The screenshot displays the Dropbox web interface for a user named '1st Grade Patterson'. A file explorer window is open, showing a 'Documents library' containing a folder named 'Yearbook Pictures'. Inside this folder, a grid of 18 photos is displayed, each labeled with a file name starting with 'DSCN2571'. The first photo in the grid is circled in red. The interface includes a search bar, a 'Share folder' button, and a 'Try it free' button for Dropbox Business. The bottom of the screen shows the user's profile information: 'Personal Only you'.

# Then, while still holding the “shift” key, select the last photo in the group.

The screenshot displays the Dropbox web interface for a folder named "1st Grade Patterson". On the left, a sidebar shows navigation options like "Files", "My files", "Photos", "Sharing", "File requests", and "Deleted files". The main area shows a file explorer window titled "Open" with the path "Libraries > Documents > Yearbook Pictures". The window displays a grid of 21 photos, each with a filename starting with "DSCN2571". The photo with filename "DSCN2587" is circled in red. The file name field at the bottom of the window shows a list of selected files: "DSCN2587" "DSCN2571" "DSCN2572" "DSCN2573" "DSCN2574" "DSCN2575" "DSCN2576" "DS". On the right side of the Dropbox interface, there is a "Share folder" button, a search bar, and a notification area. At the bottom right, there is a "Try it free" button and a "Privacy" link.

Right click and select “Rename.” Note, it is recommended that you perform the following naming procedure **BEFORE** you begin uploading to Dropbox.

The screenshot displays a Dropbox web interface. On the left, a sidebar lists navigation options: Files, My files, Photos, Sharing, File requests, and Deleted files. The main area shows a file explorer window titled 'Dropbox > 1st Grade Patterson'. The explorer window shows a grid of photo files in a 'Documents library' named 'Yearbook Pictures'. A context menu is open over the file 'DSCN2574', with the 'Rename' option highlighted by a red circle and a red arrow pointing to it from the right. The context menu includes options like Preview, Print, Rotate, Send to, Cut, Copy, Create shortcut, Delete, Rename, and Properties. The file name field at the bottom of the explorer window shows a list of file names: "DSCN2587" "DSCN2571" "DSCN2572" "DSCN2573" "DSCN2574" "DSCN2575" "DSCN2576" "DS". On the right side of the Dropbox interface, there is a 'Share folder' button and a list of sharing options: 'Only you have access', 'Upload files', 'New folder', and 'Show deleted files'. At the bottom right, a notification box from Dropbox Business is visible, offering to 'Unlock more space now!' and a 'Try it free' button.



# A square will appear in the box of one of the photos. Rename your photos with the class (or event) and your initials.

The screenshot shows the Dropbox web interface. On the left is a navigation sidebar with options like 'Files', 'My files', 'Photos', 'Sharing', 'File requests', and 'Deleted files'. The main area displays the '1st Grade Patterson' folder, containing a grid of 21 photos. A red arrow points to the photo labeled 'Patterson by DB'. On the right, there is a 'Share folder' button and a list of sharing options: 'Upload files', 'New folder', and 'Show deleted files'. At the bottom right, there is a promotional message: 'Unlock more space now! Try Dropbox Business. Try it free'. The bottom left corner shows 'Personal Only you'.

# The computer will automatically name all of your photos for you.

The screenshot displays the Dropbox web interface. On the left, a sidebar shows navigation options: Files, My files, Photos, Sharing, File requests, Deleted files, and Personal (Only you). The main area shows a folder named '1st Grade Patterson' containing a sub-folder 'Yearbook Pictures'. An 'Open' window is overlaid, showing the 'Documents library' with 17 photos. Each photo is labeled 'Patterson by DB' followed by a number in parentheses, from (1) to (17). The file name field at the bottom of the window shows a list of file names: "DSCN2587" "DSCN2571" "DSCN2572" "DSCN2573" "DSCN2574" "DSCN2575" "DSCN2576" "DSCN257". On the right side of the interface, there is a 'Share folder' button and a message 'Only you have access'. Below this are options to 'Upload files', 'New folder', and 'Show deleted files'. At the bottom right, a small dialog box asks 'Out of space? No problem! Try Dropbox Business!' with a 'Try it free' button. A 'Privacy' link with a question mark icon is also visible at the bottom right.

**You realize that only 3 pics are yearbook worthy. Hold the “Ctrl” key and select the 3 pictures. The computer will highlight them and put the file names in the file name box at the bottom. Click on “Open” to start the upload process.**

The screenshot shows a Dropbox interface with a folder named "1st Grade Patterson". Inside, there is a sub-folder "Yearbook Pictures" containing 14 numbered photos. Three photos, labeled (2), (4), and (7), are selected and circled in red. A red circle labeled "1" is positioned above the selection. At the bottom of the window, the file name box contains the text: "Patterson by DB (7)" "Patterson by DB (2)" "Patterson by DB (4)". A red circle labeled "2" points to this text. To the right of the file name box, the "Open" button is circled in red, with a red circle labeled "3" pointing to it.

The file name of the three photos will appear in the file name box. That means you will upload those 3 photos/files only.



# Dropbox will begin uploading. It may take a few minutes if you have many pictures.

Dropbox > 1st Grade Patterson

Upgrade account

Search

Share folder

Only you have access

Upload files

New folder

Show deleted files

This folder is empty  
Drag and drop files onto this window to upload.

Personal  
Only you

Uploading Patterson by DB (2).JPG - 2 files left 12 secs left

Unlock more space now!  
Try Dropbox Business.  
Try it free

Privacy ?

# After all your pictures have uploaded, click on “View details.”

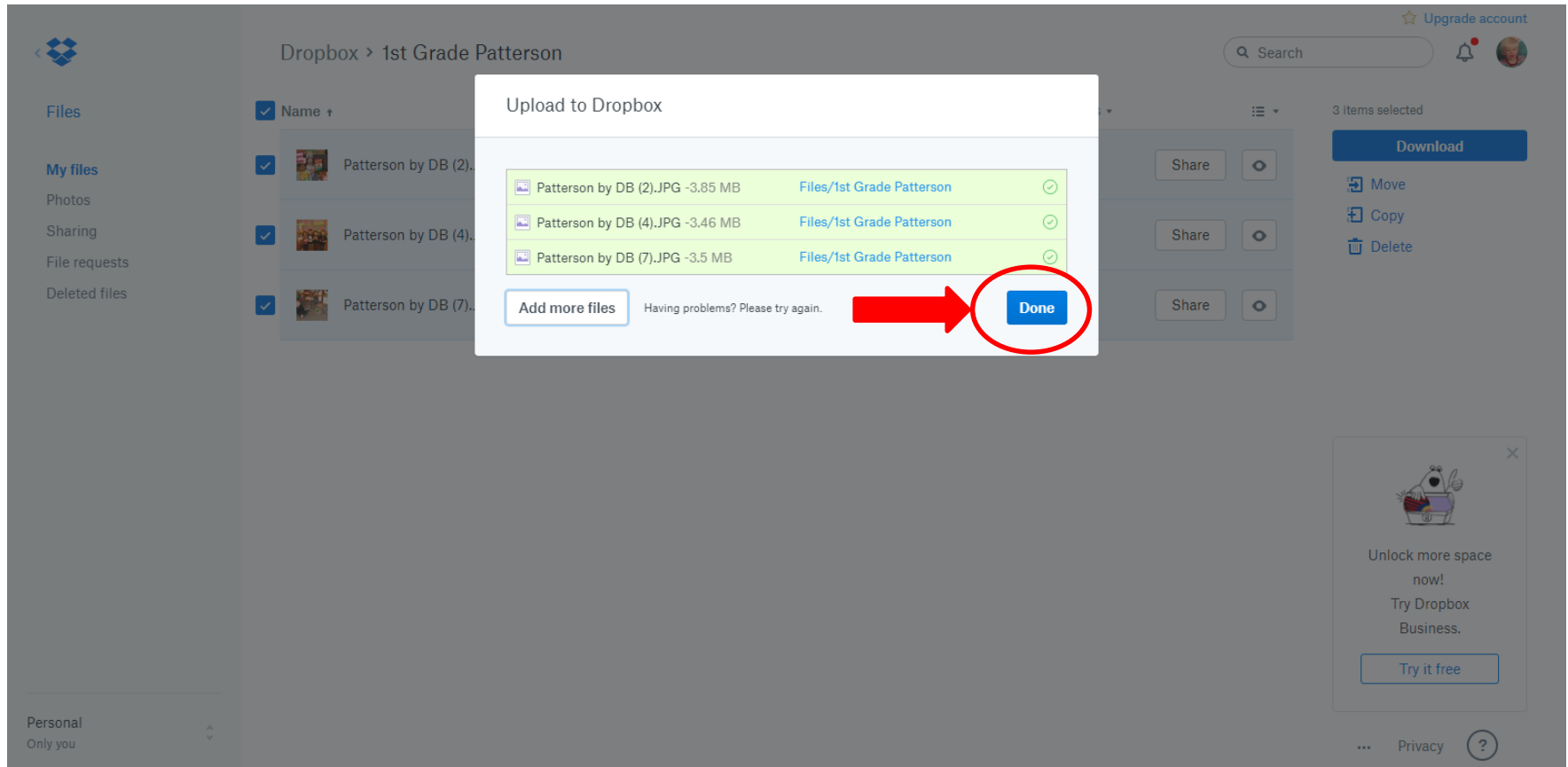
The screenshot shows the Dropbox web interface for a folder named "1st Grade Patterson". The interface includes a left sidebar with navigation options like "Files", "My files", "Photos", "Sharing", "File requests", and "Deleted files". The main area displays a table of files with columns for "Name", "Modified", and "Members". Three files are listed, all with checkmarks in the "Name" column, indicating they are selected. The files are "Patterson by DB (2).JPG", "Patterson by DB (4).JPG", and "Patterson by DB (7).JPG". To the right of the table, there are buttons for "Download", "Move", "Copy", and "Delete". At the bottom of the screen, a green notification bar is highlighted with a red oval and a red arrow pointing to it from the "Personal Only you" section. The notification bar contains the text "Uploaded 3 files - View details".

<input checked="" type="checkbox"/>	Name +	Modified	Members	
<input checked="" type="checkbox"/>	Patterson by DB (2).JPG	1 sec ago	Only you	Share
<input checked="" type="checkbox"/>	Patterson by DB (4).JPG	1 sec ago	Only you	Share
<input checked="" type="checkbox"/>	Patterson by DB (7).JPG	0 secs ago	Only you	Share

Personal Only you

Uploaded 3 files - [View details](#)

# Make sure your pictures uploaded properly and then select “Done.”



# Congratulations! Your photos are in Dropbox but you are still not done.

The screenshot shows the Dropbox web interface for a folder named "1st Grade Patterson". The interface includes a left sidebar with navigation options like "Files", "My files", "Photos", "Sharing", "File requests", and "Deleted files". The main area displays a table of files with columns for "Name", "Modified", and "Members". Three files are selected, each with a "Share" button and a "Download" icon. A "Download" button is also present in the top right of the file list area. A "Try it free" prompt is visible in the bottom right corner.

<input checked="" type="checkbox"/>	Name ↑	Modified ↓	Members ↓	
<input checked="" type="checkbox"/>	Patterson by DB (2).JPG	1 sec ago	Only you	Share
<input checked="" type="checkbox"/>	Patterson by DB (4).JPG	1 sec ago	Only you	Share
<input checked="" type="checkbox"/>	Patterson by DB (7).JPG	0 secs ago	Only you	Share

3 items selected

[Download](#)

- [Move](#)
- [Copy](#)
- [Delete](#)

Unlock more space now!  
Try Dropbox Business.  
[Try it free](#)

... Privacy



# Sign out by selecting the picture on the upper right hand corner and clicking “Sign out” in the drop down menu.

The screenshot shows the Dropbox web interface. On the left is a navigation sidebar with options like 'Files', 'My files', 'Photos', 'Sharing', 'File requests', and 'Deleted files'. The main area displays a folder named '1st Grade Patterson' containing three files: 'Patterson by DB (2).JPG', 'Patterson by DB (4).JPG', and 'Patterson by DB (7).JPG'. In the top right corner, there is a search bar, a notification bell, and a user profile picture. A dropdown menu is open from the profile picture, showing options: 'PCR Yearbook', '1.3 GB of 50.75 GB used Upgrade', 'Settings', 'Install', and 'Sign out'. Red circles and arrows highlight the profile picture (labeled '1') and the 'Sign out' option (labeled '2'). A small promotional pop-up for Dropbox Business is visible at the bottom right.

✓	Name +	Modified ↓	Members ↓	
✓	Patterson by DB (2).JPG	1 sec ago	Only you	Share
✓	Patterson by DB (4).JPG	1 sec ago	Only you	Share
✓	Patterson by DB (7).JPG	0 secs ago	Only you	Share

Personal  
Only you  
<https://www.dropbox.com/logout>

Unlock more space now!  
Try Dropbox Business.  
[Try it free](#)

**PC Users, please skip to  
page 57 ... you are almost  
done!**



# DROPBOX INSTRUCTIONS FOR MAC USERS

1. Go to [www.dropbox.com](http://www.dropbox.com)
2. Email = [pcryearbook@gmail.com](mailto:pcryearbook@gmail.com)
3. Password = (contact Deb at [pcryearbook@gmail.com](mailto:pcryearbook@gmail.com) for the password)
4. Every class has a folder for class candidis
5. Every event has a folder
6. Please do not add or delete folders
7. Please do not open your own dropbox account and share with us

[Go to www.dropbox.com](http://www.dropbox.com)

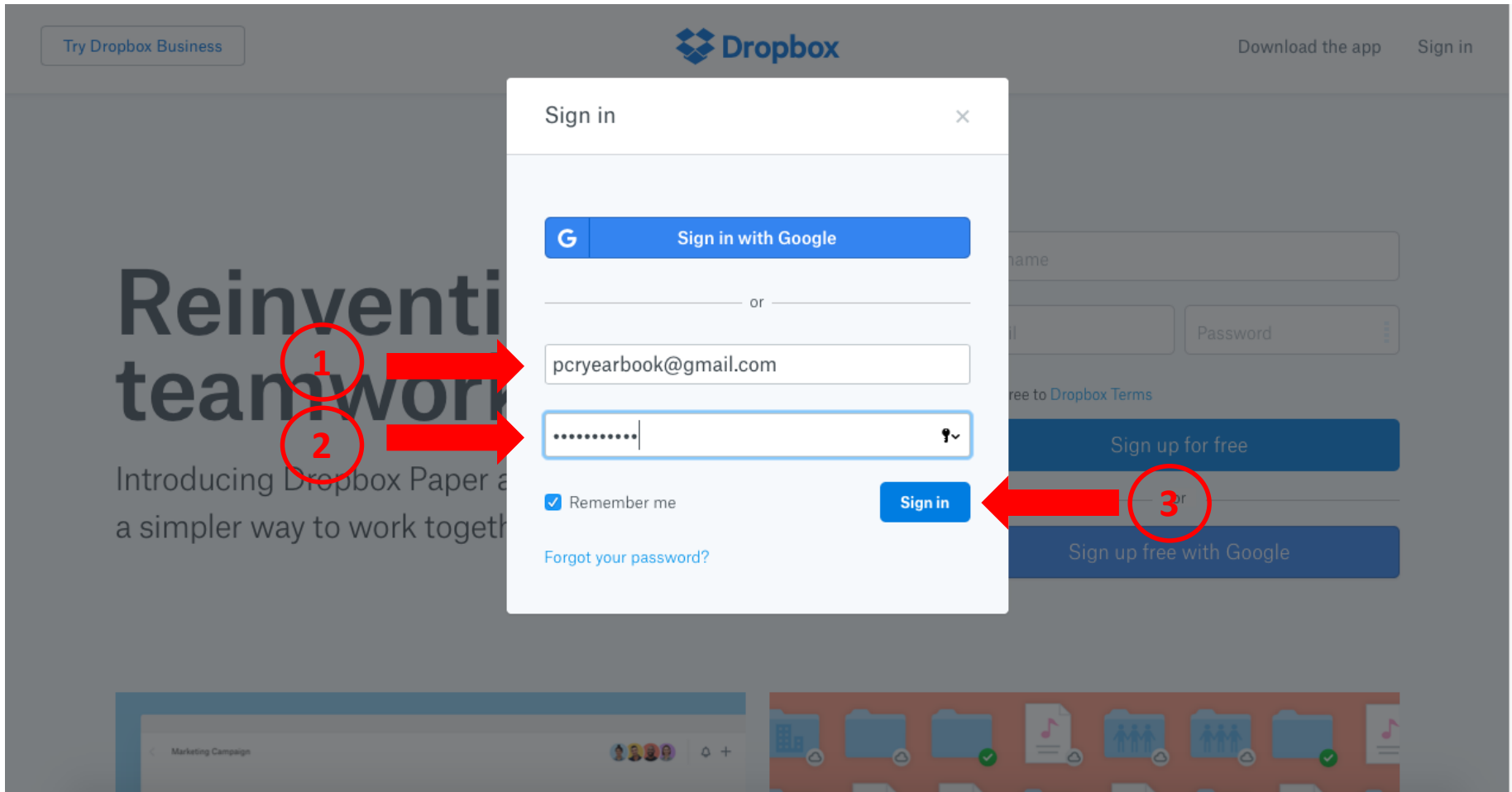
Select “Sign in” on the upper right hand corner.

Do not select “Sign up” in the blue box.

The screenshot shows the top navigation bar of the Dropbox website. On the left is a button labeled "Try Dropbox Business". In the center is the Dropbox logo. On the right is the text "Download the app" followed by a "Sign in" button, which is circled in red with a red arrow pointing to it from below. Below the navigation bar is a large heading "Reinventing teamwork" and a sub-heading "Introducing Dropbox Paper and Smart Sync — a simpler way to work together." To the right of this text is a sign-up form with fields for "Full name", "Email", and "Password". Below these fields are buttons for "Sign up" and "Sign up free with Google". A large grey "no" symbol (a circle with a diagonal slash) is overlaid on the "Sign up" button, indicating it should not be selected.



**Enter the email (pcryearbook@gmail.com) and password (batman91011) to sign in.**



# On the homepage, select “Files” to see a list of folders.

Home

Files

Paper

Home

Upgrade account

Search

Starred

When you star items, they'll show up here for easy access.

Upload files

New shared folder

Create Paper doc

Recent

Hide

24 images

Adventure Week 2017

Out of space?  
No problem!  
Try Dropbox  
Business!

Try it free

Privacy

Personal

Only you

**Click on the appropriate folder.**  
**As an example, I have selected 1<sup>st</sup> Grade Patterson.**  
**Do not add or delete any folders.**

Dropbox

Upgrade account

Search

Name +	Modified -	Members -	
0 Kinder Brar PM	--	Only you	...
0 Kinder Ranjbar AM	--	Only you	...
0 Kinder Ranjbar-Salmi PM	--	Only you	...
0 Kinder Salmi AM	--	Only you	...
1st Grade Harter	--	Only you	...
1st Grade Horne	--	Only you	...
<input type="checkbox"/> 1st Grade Patterson ☆	--	Only you	Share ...
1st Grade Senour	--	Only you	...
2nd Grade Beyer	--	Only you	...

Upload files

- New shared folder
- New folder
- Show deleted files

Unlock more space now!  
Try Dropbox Business.  
Try it free

Privacy ?

Personal Only you

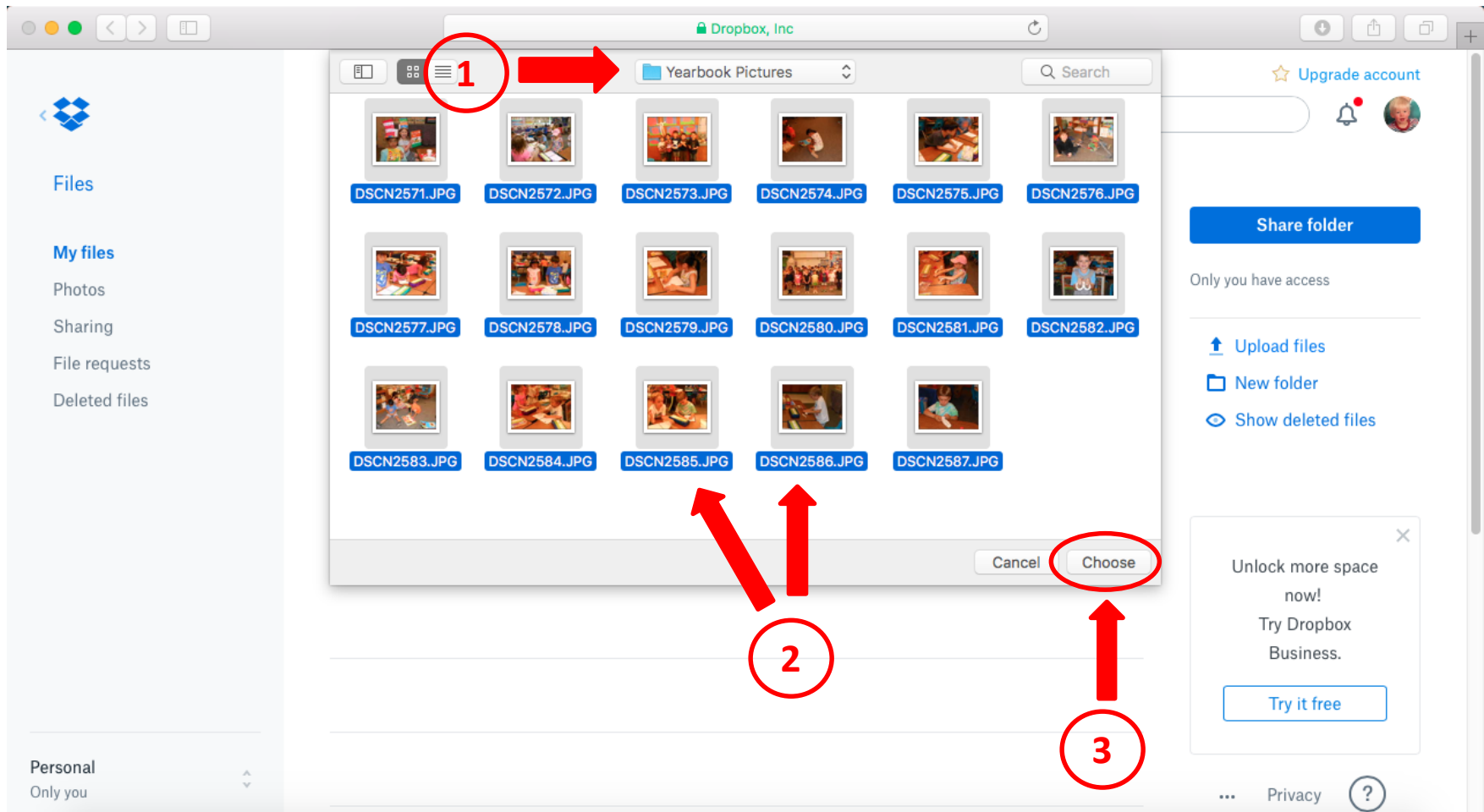
https://www.dropbox.com/home/1st Grade Patterson

# Confirm you're in the appropriate folder and select "Upload files" to start the upload process.

The screenshot displays the Dropbox web interface. The breadcrumb path at the top left is "Dropbox > 1st Grade Patterson", which is circled in red with a red arrow pointing to it and a red circle containing the number "1". The main content area is empty, with the text "This folder is empty" and "Drag and drop files onto this window to upload." in the center. On the right side, there is a "Share folder" button and a section titled "Only you have access" containing three options: "Upload files", "New folder", and "Show deleted files". The "Upload files" option is circled in red with a red arrow pointing to it and a red circle containing the number "2". At the bottom right, there is a promotional pop-up for Dropbox Business with a "Try it free" button. The left sidebar shows navigation options like "Files", "My files", "Photos", "Sharing", "File requests", and "Deleted files". The bottom left corner shows "Personal" and "Only you".



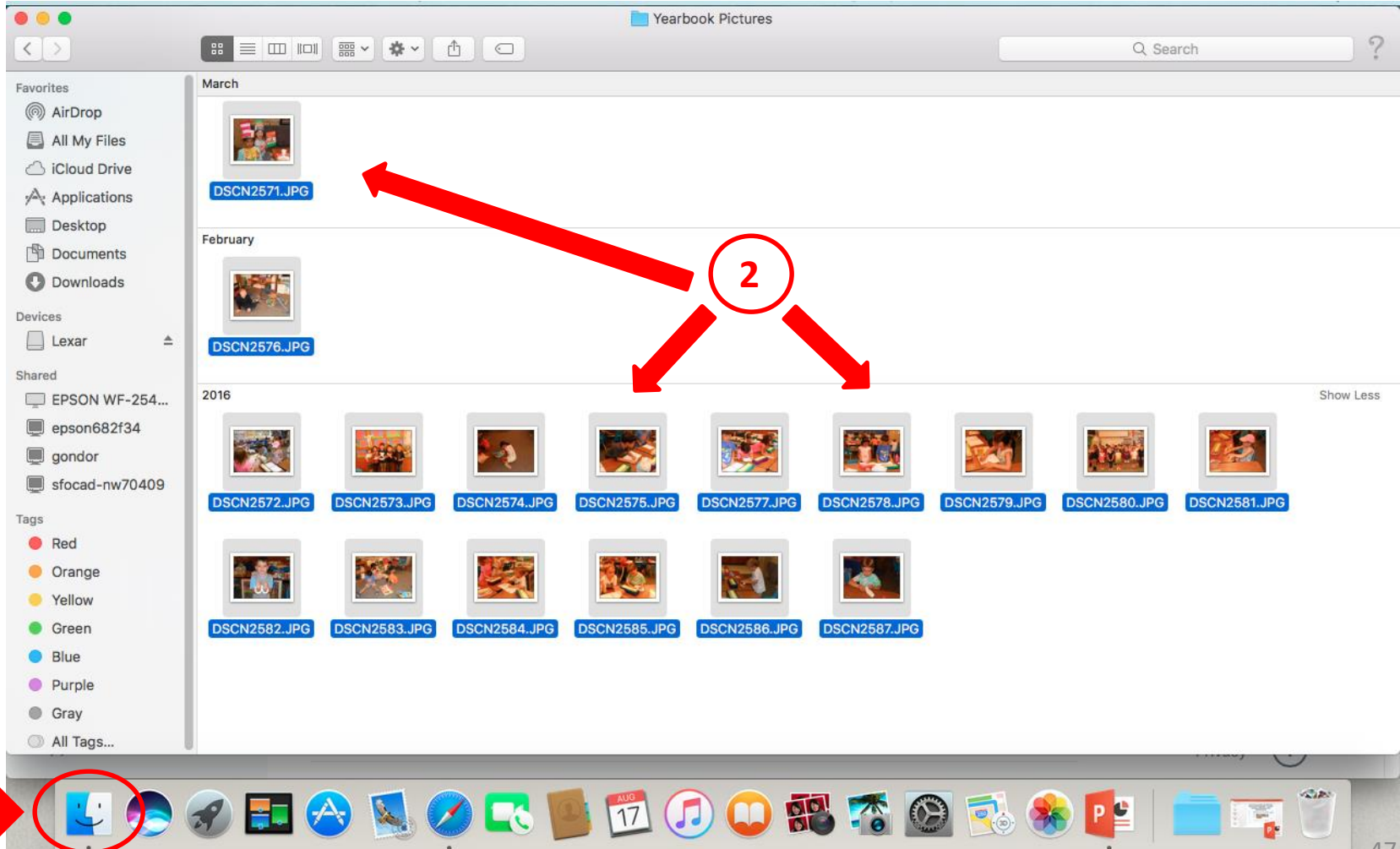
# Find the folder where your pictures are located. Select the photos you want to upload and click “Choose.”



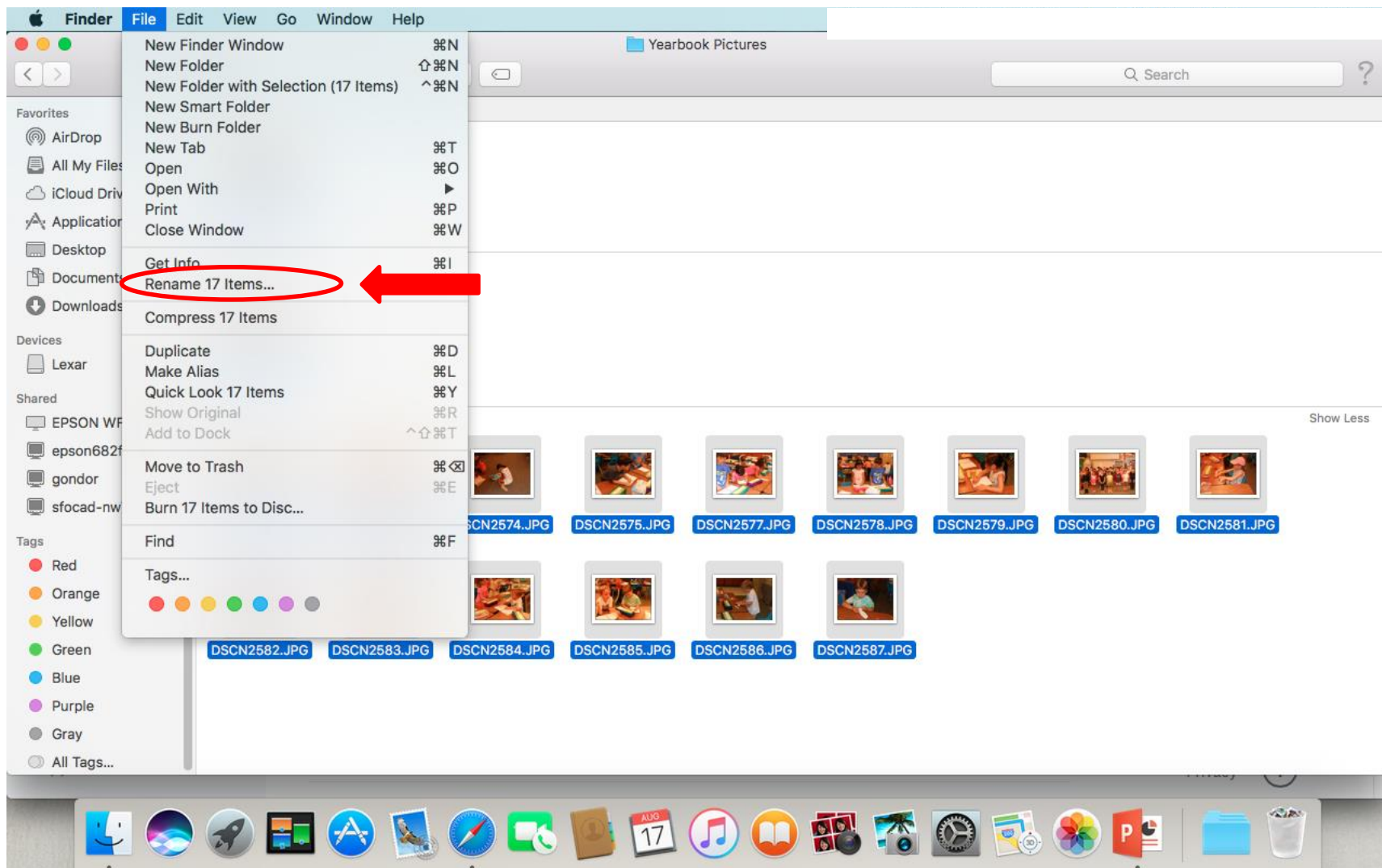
# Oops, my pic files are not named correctly, so I cannot upload yet.

The screenshot shows a Dropbox web interface. The main area displays a folder named "Yearbook Pictures" containing 18 files. The files are arranged in three rows of six. The first row contains files DSCN2571.JPG through DSCN2576.JPG. The second row contains DSCN2577.JPG through DSCN2582.JPG. The third row contains DSCN2583.JPG through DSCN2587.JPG. Two red arrows point to the bottom of the file list, specifically towards the "Cancel" and "Choose" buttons. A red-bordered box at the bottom center contains the text: "File names must contain your class (or event) and your initials." The interface also shows a sidebar with navigation options like "Files", "My files", "Photos", "Sharing", "File requests", and "Deleted files". On the right side, there are options to "Share folder", "Upload files", "New folder", and "Show deleted files". A notification box at the bottom right says "Unlock more space now! Try Dropbox Business. Try it free".

On your Mac, go to “Finder” and locate your pictures. Select the photos you want to rename (“Command”–“A” to select all photos, “Shift”-Click to select individual photos, or Click-Drag to select a range of photos).

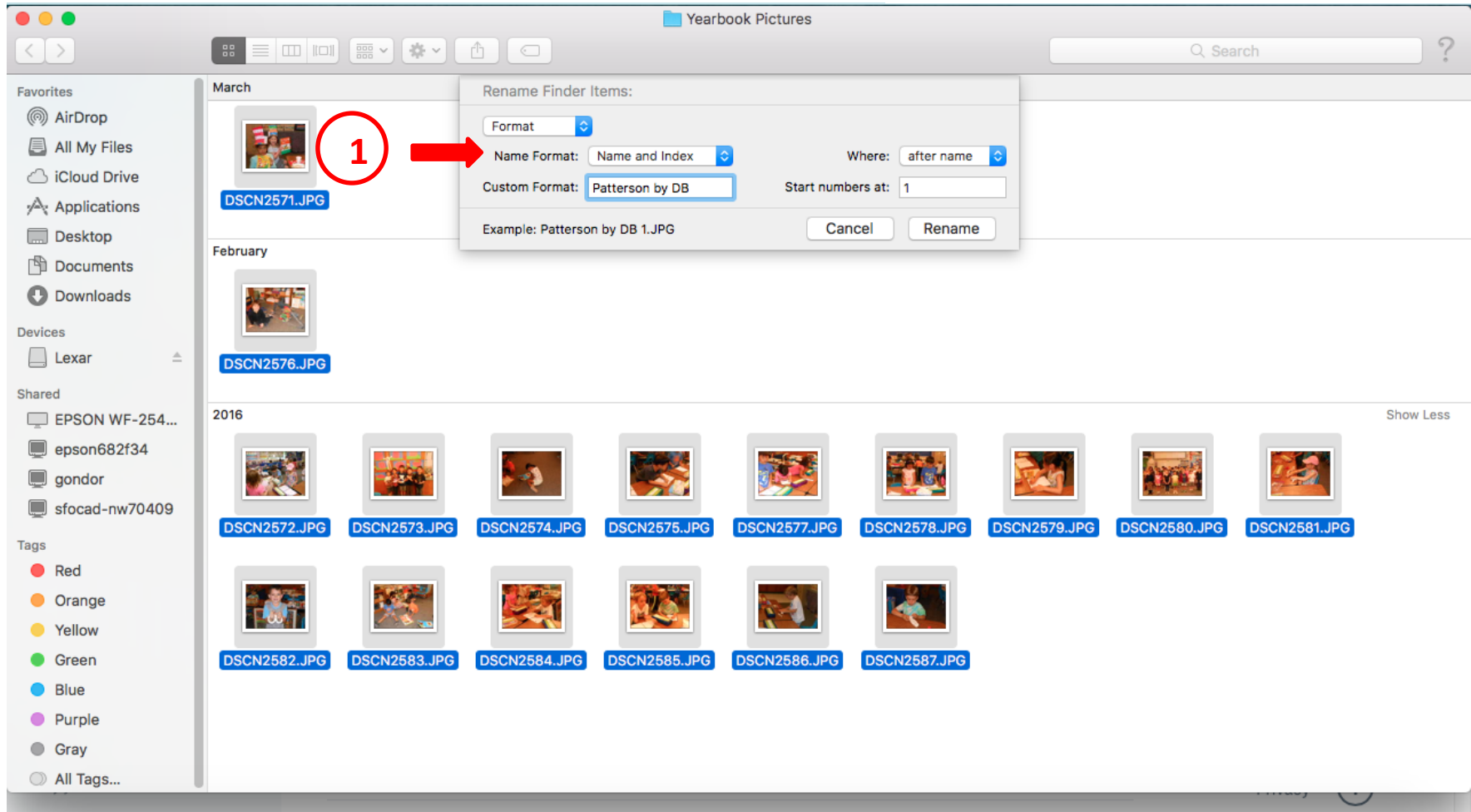


**Go to “File” and select “Rename items.” Note, it is recommended that you perform the following naming procedure BEFORE you begin uploading to Dropbox.**

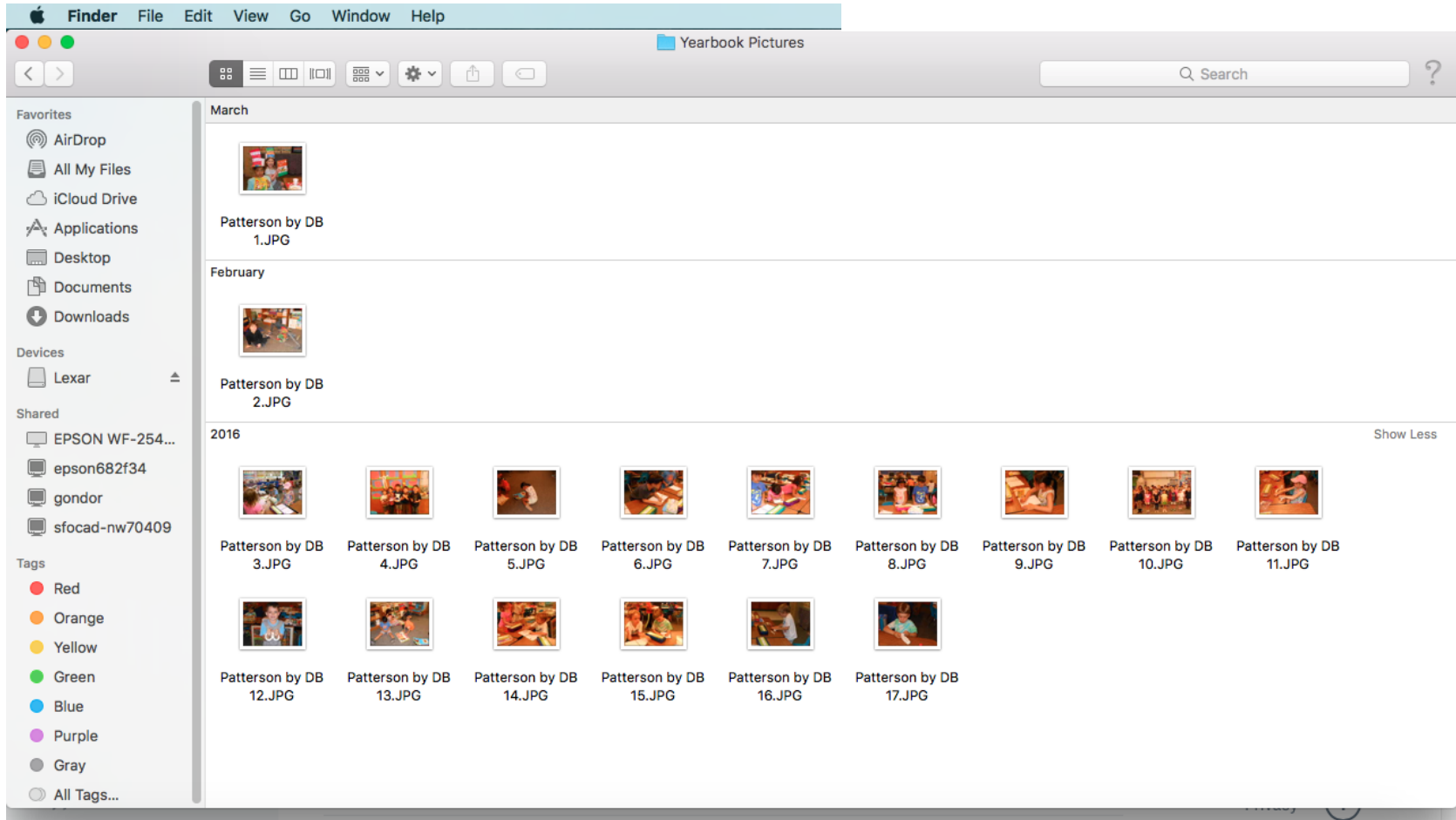




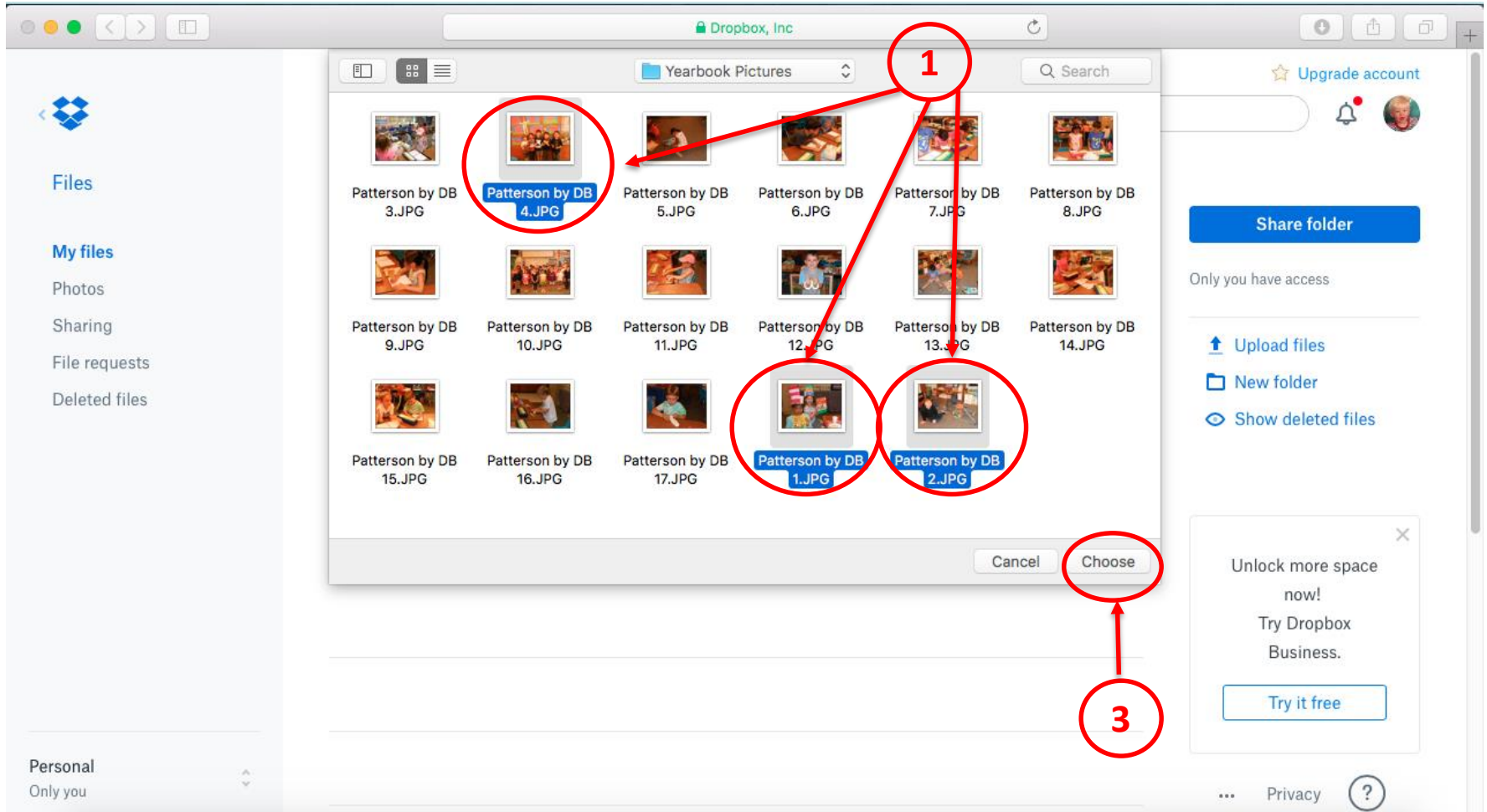
In the pop-up window, set the “Name Format” to “Name and Index” and enter a file name (class or event and your initials) into “Customer Format.” Click on “Rename.”



# The computer will automatically name all of your photos for you.



**Return to Dropbox. Select the pictures that are yearbook worthy (“shift”-click). Click on “Choose” to start the upload process.**



# Dropbox will begin uploading. It may take a few minutes if you have many pictures.

The screenshot shows the Dropbox web interface for a folder named "1st Grade Patterson". A file named "Patterson by DB 1.JPG" is listed with a checkmark in the "Name" column. At the bottom of the interface, a red arrow points to a status bar that says "Uploading Patterson by DB 2.JPG - 1 file left" with "8 secs left" remaining. A red oval highlights this status bar.

Dropbox, Inc

Upgrade account

Dropbox > 1st Grade Patterson

Search

1 item selected

Share

Only you have access

Download

Add comment

Star

Version history

Rename

Move

Copy

Delete

Personal  
Only you

Uploading Patterson by DB 2.JPG - 1 file left 8 secs left

Privacy ?

# After all your pictures have uploaded, click on “View details.”

The screenshot shows the Dropbox web interface. On the left is a navigation sidebar with 'Files', 'My files', 'Photos', 'Sharing', 'File requests', and 'Deleted files'. The main area is titled 'Dropbox > 1st Grade Patterson' and contains a table of three uploaded files: 'Patterson by DB 1.JPG', 'Patterson by DB 2.JPG', and 'Patterson by DB 4.JPG'. Each file has a 'Share' button and a visibility icon. On the right, there are buttons for 'Download', 'Move', 'Copy', and 'Delete'. A notification banner at the bottom reads 'Uploaded 3 files - View details'. A red arrow points from the 'Personal Only you' section to the notification banner. A red oval highlights the 'View details' link in the notification banner.

Dropbox > 1st Grade Patterson

Upgrade account

Search

3 items selected

<input checked="" type="checkbox"/>	Name ↑	Modified ↓	Members ↓	
<input checked="" type="checkbox"/>	Patterson by DB 1.JPG	1 sec ago	Only	Share
<input checked="" type="checkbox"/>	Patterson by DB 2.JPG	1 sec ago	Only	Share
<input checked="" type="checkbox"/>	Patterson by DB 4.JPG	1 sec ago	Only	Share

Download

Move

Copy

Delete

Out of space?  
No problem!  
Try Dropbox Business!

Try it free

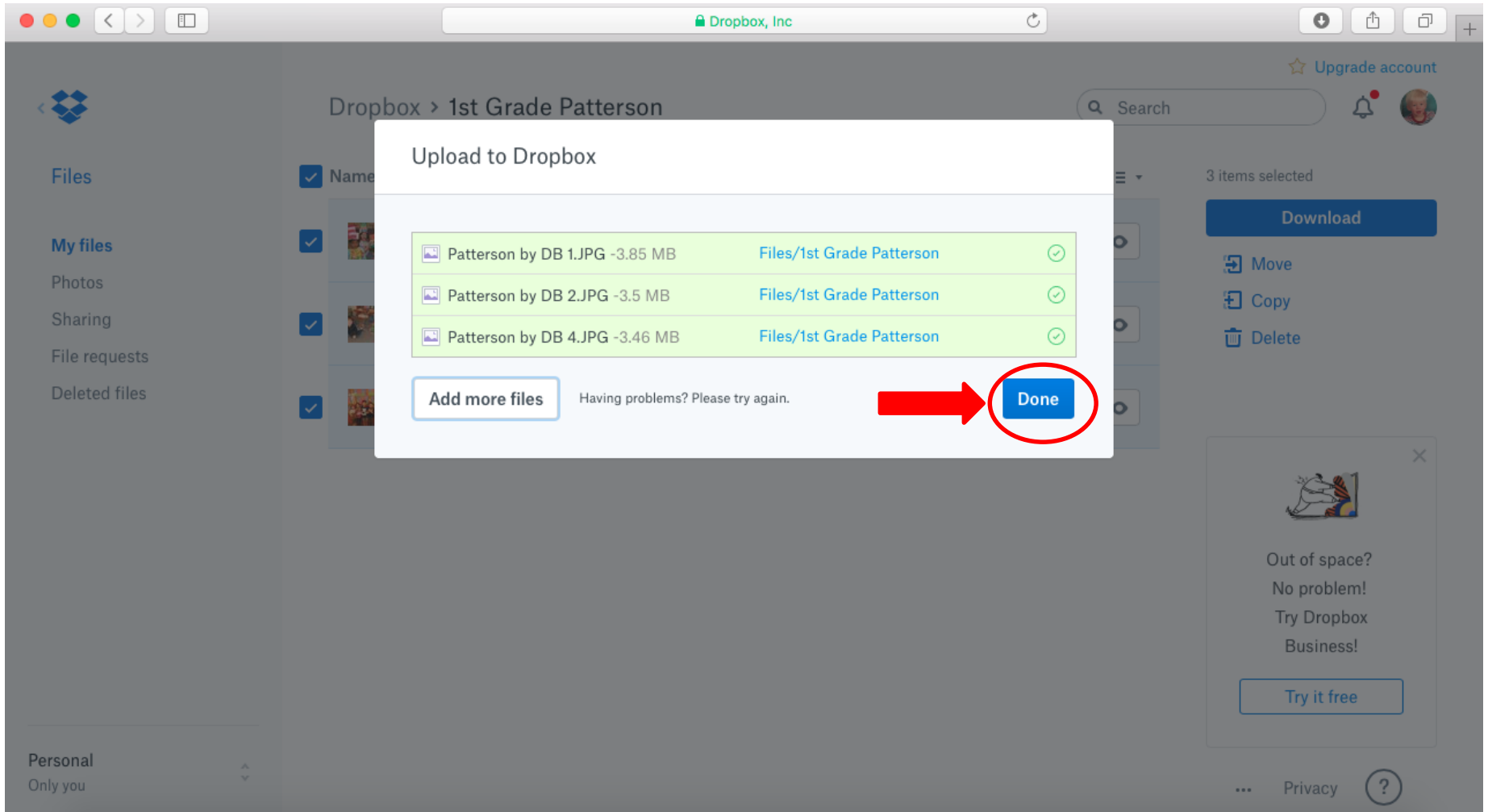
Personal Only you

Uploaded 3 files - [View details](#)

Privacy ?



# Make sure your pictures uploaded properly and then select “Done.”



# Congratulations! Your photos are in Dropbox but you are still not done.

The screenshot shows the Dropbox web interface for a folder named "1st Grade Patterson". The interface includes a sidebar with navigation options like "Files", "My files", "Photos", "Sharing", "File requests", and "Deleted files". The main area displays a table of files with columns for "Name", "Modified", and "Members". Three files are selected, each with a "Share" button and a "Download" icon. A "Download" button is prominently displayed on the right, along with "Move", "Copy", and "Delete" options. A "Try it free" dialog box is overlaid on the bottom right, with the text "Out of space? No problem! Try Dropbox Business!" and a "Try it free" button. The browser's address bar shows "Dropbox, Inc" and the page title is "Dropbox > 1st Grade Patterson".

<input checked="" type="checkbox"/>	Name +	Modified ▾	Members ▾	⋮ ▾
<input checked="" type="checkbox"/>	Patterson by DB 1.JPG	1 sec ago	Only <input type="button" value="Share"/>	<input type="button" value="Download"/>
<input checked="" type="checkbox"/>	Patterson by DB 2.JPG	1 sec ago	Only <input type="button" value="Share"/>	<input type="button" value="Download"/>
<input checked="" type="checkbox"/>	Patterson by DB 4.JPG	1 sec ago	Only <input type="button" value="Share"/>	<input type="button" value="Download"/>

3 items selected

- 
- 
- 

Out of space?  
No problem!  
Try Dropbox  
Business!

... Privacy

# Sign out by selecting the picture on the upper right hand corner and clicking “Sign out” in the drop down menu.

The screenshot shows the Dropbox web interface. In the top right corner, there is a user profile picture. A red circle highlights this picture, with a red arrow pointing to it from a larger red circle containing the number '1'. Below the profile picture, a dropdown menu is open, listing options: PCR Yearbook, 1.31 GB of 50.75 GB used (with an Upgrade link), Settings, Install, and Sign out. A red arrow points to the 'Sign out' option, which is also circled in red with the number '2'. The main content area shows a folder named '1st Grade Patterson' containing three files: 'Patterson by DB 1.JPG', 'Patterson by DB 2.JPG', and 'Patterson by DB 4.JPG'. The left sidebar shows navigation options like 'Files', 'My files', 'Photos', 'Sharing', 'File requests', and 'Deleted files'. The bottom left shows 'Personal' and 'Only you'.

Name ↑	Modified ↓	Members ↓	
Patterson by DB 1.JPG	1 min ago	Only you	...
Patterson by DB 2.JPG	1 min ago	Only you	...
Patterson by DB 4.JPG	2 mins ago	Only you	...

# Some Sad Realities



1. Grades do all kinds of combined programs throughout the year. Unfortunately, we do not have “grade” candid photos. So, we cannot use the photos of “grade” performances or field trips.
2. There are a few field trips that are exceptions – 4<sup>th</sup> Grade Brig Pilgrim, 5<sup>th</sup> Grade Valley Forge & Adventure Week, & 6<sup>th</sup> Grade Pali Mountain.
3. We will not be using photos from the ALF Instrumental Music performances. Why? Because there are a variety of schools combined. We do, however, attend the ALF Instrumental Music rehearsals and take pictures of our students there. Yay!



**Don't add photos from your phone to our Dropbox account because all of your personal photos from your phone will automatically be uploaded to our Dropbox account. Luckily, the one time this happened all photos were G-rated.**



**THANKS FOR VOLUNTEERING  
and catch those smiles!**



Contact Deb at [pcryearbook@gmail.com](mailto:pcryearbook@gmail.com) with any questions or suggestions.