



Davis United World College Scholars PROGRAM

2018–19 Senior Photo/Information Instructions

We would like to include all seniors and students completing their Davis UWC Scholars Program eligibility in our annual report. Below are guidelines to assist you in obtaining publication-quality images along with instructions for submitting your photos. Photos that do not meet our guidelines **will not** appear in the report. Review instructions to ensure accuracy are also outlined below.

PHOTOGRAPHY

- 1 The photographer should name images: lastname.firstname.school.01
(Continue with .02, .03 for each student)
- 2 Provide **THREE** jpg RGB photos per student in varied poses
- 3 Use a **NEUTRAL GRAY BACKDROP**.
- 4 Photos **MUST BE** shot at high resolution. The final file size should 300 dpi at 4 x 5 inches. As a reference point, the final jpg file should be about 2MB.
- 5 Leave **PLENTY OF SPACE AROUND THE SUBJECT** for cropping (see examples below).
- 6 The final three photos must be submitted electronically (via dropbox.com) to the Davis UWC Scholars Program office. After you have reviewed and labeled the photos, please email tina@scuolagroup.com to request a link to a Dropbox account. Include the subject line "**DAVIS UWC SENIOR PHOTOS 2019**" when making your request.

7 Deadline for submission is **OCTOBER 15, 2018**.

STUDENT INFORMATION

- 1 The student data from your school's online roster will be pulled for the annual report. Within the first week of December, you will receive a link to our Dropbox folder to review a PDF file of your Senior section edits. All corrections are to be submitted to the Davis UWC Scholars Program office at info@davisuwcscholars.org no later than **DECEMBER 21, 2018**. You will then be required to review **ALL GRADUATING SENIORS WHETHER THEIR PHOTO IS PROVIDED OR NOT** to ensure that the following information is correct:

Scholar's Name (as they want it to appear in the report)
 Scholar's Home Country (as they want it to appear in the report)
 UWC attended
 Your institution's name
 Major(s) **MAXIMUM OF 2**

Acceptable Photo Sample

Match background, composition, lighting, and cropping as closely as possible.



The subject is evenly lit, with no shadows, on a neutral gray background. Poses facing different directions are helpful. Submit three photos for each student and name per specifications above.

Unacceptable Photos Sample

Photos similar to these will NOT be accepted for publication in the 2019 report.



- Heavy shadow behind subject
- Cropping is too tight

- Background is not a neutral color
- Cropping is too tight

- Background too light
- Cropping is too tight

- Black and white photo

Please contact Tina if you have any questions about photo requirements at Scuola Group, at 802.899.4462 or tina@scuolagroup.com.