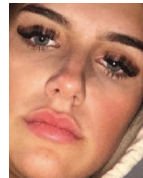# WE WANT YOUR SELFIE PORTRAIT!

**The yearbook staff wants to include every student in the 2021 CPMA
As we will not be taking traditional student ID portraits this year,
we need your help! Send us your photo.**

STEP ONE: Take a portrait at home

YES!
- Use even natural lighting
- Take photograph on a clean background
- Include student's full head and shoulders
- Avoid props and filters
- Adhere to school dress code guidelines
- Submit a high resolution color photo
- Save as jpeg

NO!
- Don't crop too closely around face
- Don't shoot the whole body: think portrait!
- Don't include other people in the photo
- Avoid shadows, face looking down, distracting backgrounds

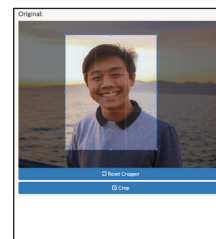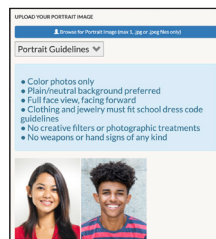## STEP TWO: Find your school site in HJeShare

On your computer, go to **www.hjeshare.com.**
Or, download the free mobile app **HJeShare** from Google Play or the App Store.
Then use our school code: **cpma**

▶ **[Right] Web based app**: fill in info, click upload portrait

▶ **[Far right] Mobile app**: fill in info, click upload portrait

STEP THREE: Choose your photo, crop, upload

- Note the portrait guidelines as chosen by your school.
- Select portrait photo [jpg file], crop leaving space above the head and including the shoulders.
- Fill in student's name, teacher and grade.
- Confirm and upload.

DEADLINE: Jan 31, 2021