

Class/Group Composite

Production Form

Studio Name _____ Customer # _____ Job # _____

School Name _____

Size: 5x7* 6x8* 8x10 11x14 Other _____ Orientation: Landscape Portrait

*5x7 and 6x8 prints are considered half units and therefore, NOT trimmed.

Please Trim Prints for \$1 per composite group

Grouped by:

- Grade
- Home Room
- Teacher
- Full School
- Staff
- Other _____

Total # of Groups = _____

Number of Prints per Composite:

- Each student in class
- Composite = Package _____
- Add # _____ for Staff per composite

Title Block to Include:

- School Name
- Grade
- Teacher
- Year

Indicate Title Block Position

Background:

- 1 Color _____
- 2 Color Gradient
- 1st _____ 2nd _____
- Left to Right Top to Bottom

- Clouds Flag Puzzle
- Customer Image File Logo File

Portrait Layout:

Shape: Oval Rectangular

Include on All Composites:

- Superintendent Criteria: 1
Name _____
- Asst. Supt. Criteria: 2
Name _____
- Principal Criteria: 3
Name _____
- Vice Principal Criteria: 4
Name _____
- Name _____
Criteria: 4
- Name _____
Criteria: 4

Position: First Last

Include on Group Composite:

- Teacher Criteria 5
- Teacher's Aide Criteria 6
- Other Criteria 6

Position: First Last

- If position title is to be used for staff, then place into the Last Name data field. The full name will then go into the First Name data field.

- Honorific staff names should be entered in the First Name data field i.e., Mr. Mrs. Ms. Dr.

Frame:

- No Frame
- Thin Black Thin White Thick Black
- Marble: Blue Green Gray Brown