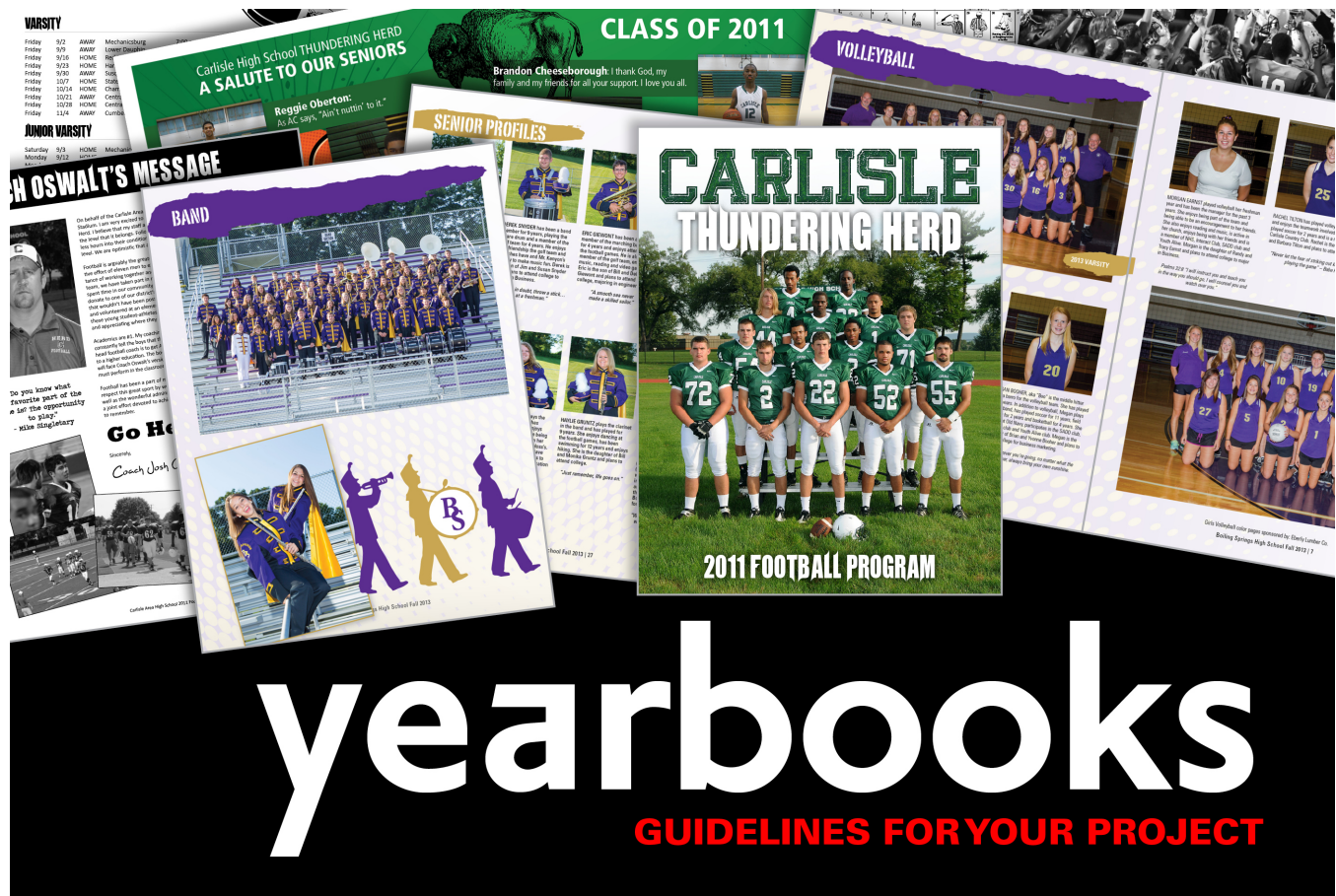


Dickinson



Thank you for contacting the Dickinson College Print Center for your yearbook needs. Customers who are **ORGANIZED** from the very beginning of the project achieve the most successful yearbooks. **Before the Print Center starts on your project, you need to have the following information ready:**

- Table of contents for your program
- All text in digital format including rosters, player stats, etc.
- Student, coach and team photos ALL CLEARLY LABELED
- List of advertisers list, ALL CLEARLY LABELED with print size identified
- See sample on following page for example of how your files should be organized.

All of the above information should be submitted to the Print Center on a USB drive, cd or DVD at least 3 weeks prior to the print deadline. Failure to submit everything in an orderly and time-appropriate manner will delay the production of your program.

Once you have all of your information and files pulled together in a clear and concise manner, the Print Center will convert it into a fun, sports layout for you to review. If there is a particular style, color(s), graphic you would like to incorporate, that can be discussed in detail once you're ready to start the design. You may make text/photo edits if needed before your program is printed; however, the bulk of editing should already be completed before your files are submitted. **As a reminder, the Print Center does not write or proof your content, does not identify which photos are to be used, and does not contact your advertisers for ad files.**

When you have all your items ready for submission, please contact Krista Ulmen, Print Center Graphic Designer, at ulmenk@dickinson.edu or 717-245-1060 to set up an appointment to discuss the yearbook design and drop off your items.

Dickinson

Yearbook Base Price Quote Samples*

Quotes are based on an 8.5"x11" folded book and include full bleed printing on each page.

Design layout is \$24/hour with a minimum of 5 hours for the project.

40-page, full **COLOR** yearbook=\$8.00 per book*

28# inside text pages with 80# gloss cover | **UPGRADE** the inside pages to GLOSS for only \$0.11 per 40-page book.

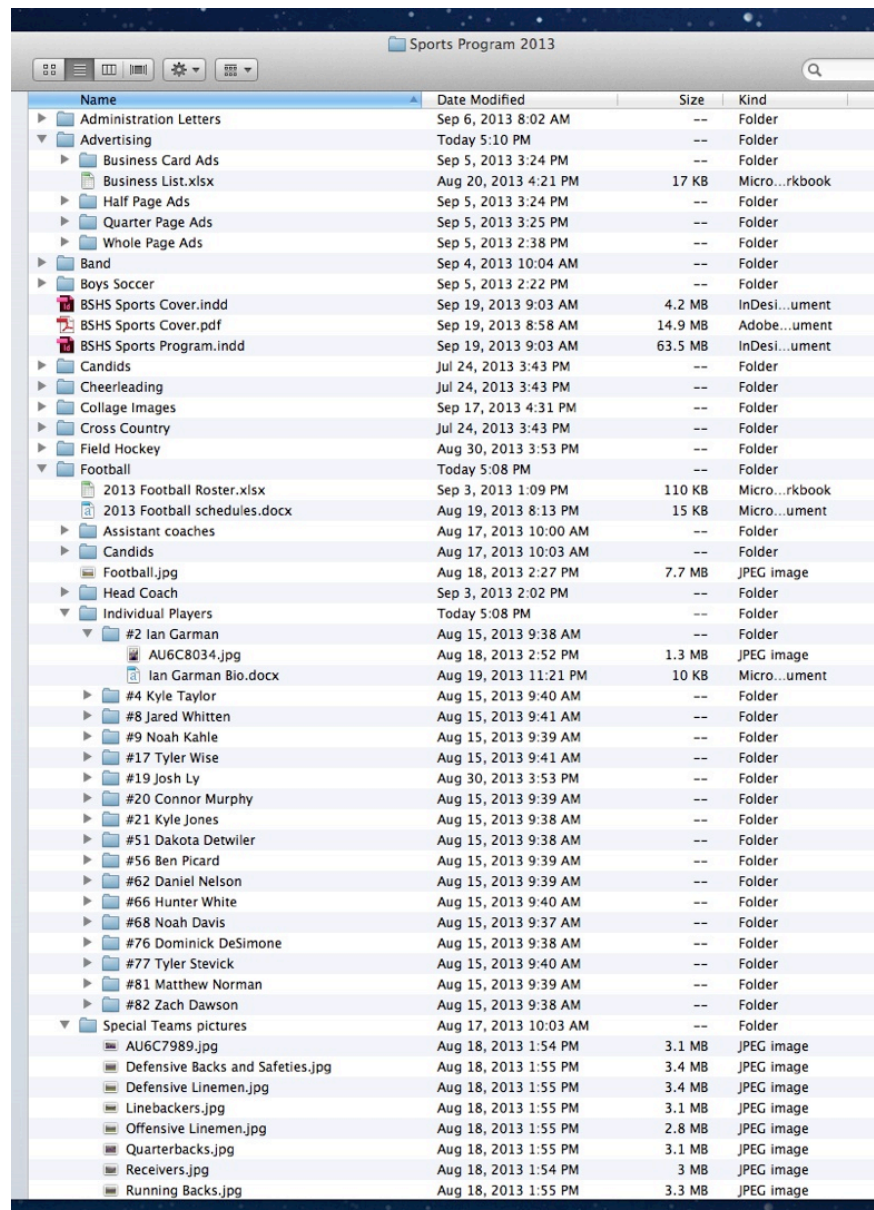
72-page, **BLACK & WHITE** insides with full **COLOR** cover yearbook=\$4.50 per book*

28# inside text pages with 80# gloss cover | **UPGRADE** the inside pages to GLOSS for only \$0.20 per 72-page book.

*This covers the printing and production price ONLY. Design layout and stock photography or illustrations are an additional fee.

Any alterations to the specifications listed above will alter the final per book cost. Pricing as of July 2014.

Sample of yearbook file management:



Name	Date Modified	Size	Kind
Administration Letters	Sep 6, 2013 8:02 AM	--	Folder
Advertising	Today 5:10 PM	--	Folder
Business Card Ads	Sep 5, 2013 3:24 PM	--	Folder
Business List.xlsx	Aug 20, 2013 4:21 PM	17 KB	Micro...rkbook
Half Page Ads	Sep 5, 2013 3:24 PM	--	Folder
Quarter Page Ads	Sep 5, 2013 3:25 PM	--	Folder
Whole Page Ads	Sep 5, 2013 2:38 PM	--	Folder
Band	Sep 4, 2013 10:04 AM	--	Folder
Boys Soccer	Sep 5, 2013 2:22 PM	--	Folder
BSHS Sports Cover.indd	Sep 19, 2013 9:03 AM	4.2 MB	InDesi...ument
BSHS Sports Cover.pdf	Sep 19, 2013 8:58 AM	14.9 MB	Adobe...ument
BSHS Sports Program.indd	Sep 19, 2013 9:03 AM	63.5 MB	InDesi...ument
Candid	Jul 24, 2013 3:43 PM	--	Folder
Cheerleading	Jul 24, 2013 3:43 PM	--	Folder
Collage Images	Sep 17, 2013 4:31 PM	--	Folder
Cross Country	Jul 24, 2013 3:43 PM	--	Folder
Field Hockey	Aug 30, 2013 3:53 PM	--	Folder
Football	Today 5:08 PM	--	Folder
2013 Football Roster.xlsx	Sep 3, 2013 1:09 PM	110 KB	Micro...rkbook
2013 Football schedules.docx	Aug 19, 2013 8:13 PM	15 KB	Micro...ument
Assistant coaches	Aug 17, 2013 10:00 AM	--	Folder
Candid	Aug 17, 2013 10:03 AM	--	Folder
Football.jpg	Aug 18, 2013 2:27 PM	7.7 MB	JPEG image
Head Coach	Sep 3, 2013 2:02 PM	--	Folder
Individual Players	Today 5:08 PM	--	Folder
#2 Ian Garman	Aug 15, 2013 9:38 AM	--	Folder
AU6C8034.jpg	Aug 18, 2013 2:52 PM	1.3 MB	JPEG image
Ian Garman Bio.docx	Aug 19, 2013 11:21 PM	10 KB	Micro...ument
#4 Kyle Taylor	Aug 15, 2013 9:40 AM	--	Folder
#8 Jared Whitten	Aug 15, 2013 9:41 AM	--	Folder
#9 Noah Kahle	Aug 15, 2013 9:39 AM	--	Folder
#17 Tyler Wise	Aug 15, 2013 9:41 AM	--	Folder
#19 Josh Ly	Aug 30, 2013 3:53 PM	--	Folder
#20 Connor Murphy	Aug 15, 2013 9:39 AM	--	Folder
#21 Kyle Jones	Aug 15, 2013 9:38 AM	--	Folder
#51 Dakota Detwiler	Aug 15, 2013 9:38 AM	--	Folder
#56 Ben Picard	Aug 15, 2013 9:39 AM	--	Folder
#62 Daniel Nelson	Aug 15, 2013 9:39 AM	--	Folder
#66 Hunter White	Aug 15, 2013 9:40 AM	--	Folder
#68 Noah Davis	Aug 15, 2013 9:37 AM	--	Folder
#76 Dominick DeSimone	Aug 15, 2013 9:38 AM	--	Folder
#77 Tyler Stevick	Aug 15, 2013 9:40 AM	--	Folder
#81 Matthew Norman	Aug 15, 2013 9:39 AM	--	Folder
#82 Zach Dawson	Aug 15, 2013 9:38 AM	--	Folder
Special Teams pictures	Aug 17, 2013 10:03 AM	--	Folder
AU6C7989.jpg	Aug 18, 2013 1:54 PM	3.1 MB	JPEG image
Defensive Backs and Safeties.jpg	Aug 18, 2013 1:55 PM	3.4 MB	JPEG image
Defensive Linemen.jpg	Aug 18, 2013 1:55 PM	3.4 MB	JPEG image
Linebackers.jpg	Aug 18, 2013 1:55 PM	3.1 MB	JPEG image
Offensive Linemen.jpg	Aug 18, 2013 1:55 PM	2.8 MB	JPEG image
Quarterbacks.jpg	Aug 18, 2013 1:55 PM	3.1 MB	JPEG image
Receivers.jpg	Aug 18, 2013 1:54 PM	3 MB	JPEG image
Running Backs.jpg	Aug 18, 2013 1:55 PM	3.3 MB	JPEG image