

# PHOTO READY

Planning the yearbook is an important step in the yearbook creation process. This goes down to planning what event photos go on each page. When it's time to create, you don't want to feel like you don't have enough photos or enough variety of photos. Use this sheet to help you keep track of each type of photo for each event, spread or even section.

Use this checklist to plan for photos to get every type of photo for each event. Write the event names on the lines to the right, then check all the photo opportunities that apply below.

<b>ACTION</b> Natural shots that occur during an event.									
<b>REACTION</b> Focused on emotion and facial expressions.									
<b>SCRAPBOOK</b> Posed photos that tell a unique story.									
<b>REFERENCE</b> Mug shots or group shots used for IDing.									
<b>ILLUSTRATION</b> Enhances the story, but not a story itself.									
<b>DOMINANT</b>									
<b>SECONDARY</b>									
<b>PHOTO SERIES</b>									
<b>THEMED COLLECTION</b>									
<b>MONTAGE/COLLAGES</b>									
<b>SINGLE SUBJECT</b>									
<b>SMALL GROUP</b>									
<b>LARGE GROUP</b>									
<b>VERTICAL</b>									
<b>HORIZONTAL</b>									
<b>SQUARE</b>									
<b>COLOR</b>									
<b>BLACK &amp; WHITE</b>									