

Purchase and creation deadline is November 15

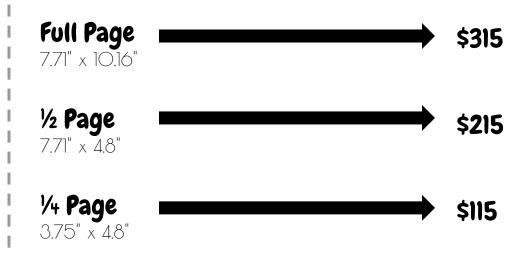
INFORMATION:

General - You will create an account with Jostens and begin working on your ad before purchasing. We will not be able to save a space for your ad in the yearbook until you submit your completed ad. <u>Please pay close attention to the ad</u> <u>deadline.</u> You will receive a digital receipt from Jostens upon ad submission.

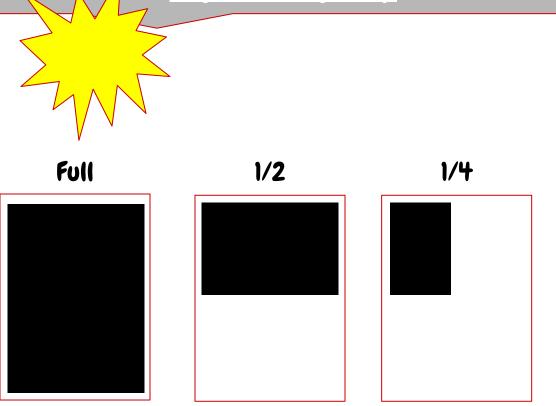
Layouts - You will now get the opportunity to design your ad online through Josten's ad builder! You can design your own froma a blank space or you can choose a template from Josten's designs. <u>Completed ad designs</u> will be due November 15.

Photos - Depending upon the size of your ad you are not limited to a specific number of pictures! The second page of this flyer has additional details regarding the specifics of ad building.

Payment - Payment is made online at www.jostensadservice. com AFTER you have created and submitted your ad. You have the option to set up a payment plan with Jostens for your ad and yearbook purchases.



Once you have purchased your ad, <u>DO NOT forget to purchase</u> your <u>YEARBOOK!</u> Go back to the home page of the website and scroll to the bottom to purchase your book. <u>Ads and yearbooks</u> <u>are purchased separately.</u>



Please contact me at dianna.arguelles@bisdmail.net with any questions.

The Elk - Senior Ad Information

Frequently Asked Questions:

Q; What design elements are available in the Ad Workspace?

A: In addition to pre-designed layouts, a collection of backgrounds, clipart and frame elements are available. You may also upload your own design in the form of a JPEG.

Q: When designing an ad, what types of image files are acceptable?

A: It must be JPG (jpeg, jpg) or PNG. If you only have iphone images, you will need to find an HEIC to JPG converter. We recommend a size of 300 DPI or 20 MB for the best resolution. If uploading an image from your mobile device, we recommend using the actual size of the photo.

Q: Will ads with low resolution images be allowed?

A: Low resolution images will be rejected in the designer to ensure the best quality images. If an image appears blurry or pixelated on your screen, please be aware it will print that way in the book.

Q: Does the designer work on all browsers?

A: For the best design experience we recommend using the latest version of Chrome.

Q; Can a purchaser complete his or her ad design over multiple sessions?

A: Yes. To access any saved work, sign into your account > click on cart > click edit

Q: If I submit the ad then want to change it, what happens?

A: Once you submit your ad, the ad is sent to the school to be placed on the page. You are not able to make additional edits once you have paid and submitted your ad. Please proofread your work carefully before submitting your ad.

Q: What communications will I receive from Jostens regarding my ad?

A: Jostens will send you a confirmation email when you create an account. Once you submit your ad, a second email will be sent as a digital receipt.

Q: What if I want someone else to design my ad for me? A: You can submit your completed design to your Workspace as a JPG when you choose the single photo layout.

Q: What if I miss the due date for ad completion? A: You will lose any work that you have saved on the site once the deadline passes. <u>Please pay close attention</u> to the ad submission deadline.

It's easy to purchase and create your ad online!

- Visit jostensadservice.com and select Get Started then search for Burleson High School.
- 2. You will sign in to your account or you will create one.
- 3. Select **My School Store** from the menu at the top right corner of the screen
- 4. Choose **Yearbook Recognition Ads** and enter the name of your student
- 5. You will then choose the size of your ad.
- 6. A template of ads will be generated from which you can choose.
- Once you choose your template you may begin designing your ad before paying for it.
- 8. You will pay for your ad when you have completed designing the ad and submit. Payment options are available.
- 9. We cannot save a space in the yearbook for your ad until you complete and submit your ad, so please pay close attention to the November deadline.
- 10. <u>Once you submit your ad you cannot</u> <u>make further changes to your ad.</u>

To see a demo for creating your ad: <u>Video: Creating Your Ad with Josten's Ad</u> <u>Builder</u>

Have questions? Contact me: <u>dianna.arguelles@bisdmail.net</u> or call Jostens at 800-358-0800

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