Reserve Your Ads Today!

TMS Yearbook 2024-2025

We have begun creating our best yearbook yet, and we need your help! Our yearbook has a special section dedicated to celebrating and commemorating your child's achievement. These *ads* must be reserved NOW to be certain there are enough pages for everyone.

We offer four types of celebratory ad designs:
- ★ **Shout out ads ($15 each) ALL GRADES** (Once purchased, send the shout out message to kimmj@nvnet.org)
- ★ **Quarter page Ads ($30 each) ALL GRADES**
- ★ **Half-page ads ($55 each) ONLY FOR GRADE 8**
- ★ **Full-page ads ($75 each) ONLY FOR GRADE 8**

The cost of a yearbook is $50. (This is separate from the ads)

We are **ONLY** accepting
online payments!

HOW TO PLACE AN ORDER:
1) Go to Buy the Yearbook (Click the hyperlink)
2) Enter Tenakill's yearbook **SCHOOL ID:1652670-2501**
3) Input your child's name and grade/advisor. Please make sure to click the correct advisor.
4) **CREATE your ad by February 1st, 2025.**

**All orders must be submitted online by
February 1st, 2025
All ads are ALSO due February 1st, 2025!!**

Please get your orders in on time as we cannot guarantee that late orders will be honored. If you have any questions or concerns, please email Mrs. Kim at kimmj@nvnet.org.

With your help we can make this yearbook one something the 8th graders will treasure for years to come!

How do I create my students' ads?

1. Log into your account at buytheyearbook.com. Navigate to **My Account,** and click **My Ad.** If necessary, select your **school** from the drop-down list.

2. **Design** or **Edit** or **Submit** to access the design space.

3. The Ad Design Tool will open and the size of the ad you purchased directly correlates to the amount of design space that is available which appears white.

4. Design your ad from scratch, simply drag and drop photos, text, backgrounds, shapes and accents from the left menu onto the ad design space.

5. If you wish to use a professionally-designed template, open the **Art menu** then click **Templates.**

6. Choose your desired ad template and drag it onto the ad design space. Templates can be used "as is" or be modified after it has been dragged onto your ad.

7. To upload images, click **Photos** then **Upload** at the bottom of the photos menu. JPG, TIF, PNG, PDF and HEIC are all supported files. Browse your computer, select, and upload the images you'd like to use.

8. **Save** your work regularly during the ad creation process. You'll be prompted to name your ad when saving for the first time. **Cancel & Close** and return later to complete your design.

9. When your ad is finished, click **Send To Yearbook.** Once an ad is submitted, the yearbook staff at the school can place it in the yearbook. If the ad is not quite ready yet, click **No**. Be sure to submit your ad before the **school's deadline.**

10. Click the box to verify you have proofed your ad, and click **Yes** to send it to the yearbook staff.

11. Your ad has now been submitted to the yearbook staff at your school.

If you are having trouble navigating through the website or need help with making the ads, please **contact Pictavo Help** by calling **1-800-290-0036** or **emailing** answers@pictavo.com.

Thank you!