

Alumni Profile for Custom Publishing

We've put together some guidelines that will help you produce a unique alumni profile for your custom publication. Please submit the following materials via e-mail, CD, DVD, or FTP site.

[Click here to download FTP instructions.](#)

□ Alumni information

- Alumni first name
- Hometown/state
- Career
- Graduation year

□ Photos

- Quantity: two to three (your Hobsons designer will select which photos to use based upon which will work best with the layout and design of your profile)
- Minimum size: 1200 x 1200 pixels*
- File format: TIFF or JPEG
- Color format: CMYK

**These measurements apply no matter what the dpi/resolution of the photo may be. Do not crop or resize photos.*

□ Interview

- Format: Question & Answer
- Maximum word count: 300
- File format: Microsoft Word
- Have your alumni answer several of the following questions:
 - What had the biggest impact on your decision to attend your school?
 - How did attending college prepare you for your career?
 - Did you participate in any activities or organizations while in school?
 - Do you currently participate in any activities or organizations?
 - Why should a student consider attending your school?
 - Do you have any advice for future students?