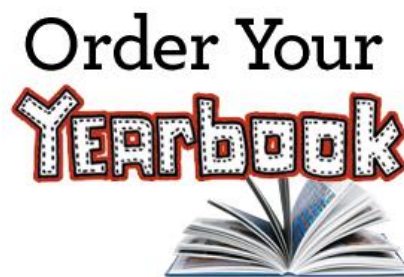


The 2017-2018 SOE Yearbook is on sale NOW!

The “early bird” rate is \$34 now through 10.31.17

Yearbooks will then cost \$39 from 11.1.17 until 1.12.18.

1.12.18 is the **LAST** day to order a yearbook.



The final yearbook order will be placed to Balfour on 1.13.18. Books will be delivered to the students in May 2018. If we have any extras, they will be sold on a first come, first served basis for \$40.

Cover inscription is available for \$5.00. (Child's first & last name printed on book.)

“Shout Out Ads” (formerly known as Expressions) will be available to purchase online this year for \$10. These ads are 25 words or less.

“Shout Out Ads” also need to be purchased by 1.12.18.

Here is how you order your SOE yearbook:

1. Log on to www.Balfour.com (Chrome browser works best.)
2. Where it says “Shop your school” you will type in Scanlan Oaks Elementary and then select our school from the dropdown menu.
3. Click on the yearbook icon.
4. Select 1 yearbook and then “add products to cart.”
5. Enter your child's name and homeroom teacher. Please spell **ALL** names correct. You can also choose to add a cover inscription for \$5 at this point. Then click “submit.”
6. Now you can either click on the cart and pay for your book, or if you want to add a “Shout Out Ad,” you will click on the left side of the screen where it says “Yearbook Products.”
7. Then you will select “Yearbook Ads” and then “Shout Out Ad- Create Online” for \$10.00.
8. The system will then ask you to create an account and log in to do this next step.
9. Once you are logged in, you will click on your child's name and then click “Edit Selected Ad.”
10. You will create the ad here. Remember, it is 25 words or less. (Just like the Expression ads in the past.) **Please DO NOT upload a photo.** You can change your font and text color for the ad, but the smaller the font, the more words you can fit.
11. Make sure you preview your ad to make sure all of the text fits the space allowed.
12. Then add your ad to the cart, and you will be able to purchase the yearbook and the yearbook add-ons (Cover Inscription and Shout Out Ad) all in one purchase!

****Remember to keep the receipt handy that Balfour emails to you in case we encounter any ordering discrepancies when the books are delivered in May 2018. *Very Important!!***

****Note that the “Shout Out” ads are student ads. Not business ads.**

We hope this new system alleviates the need to send money and forms to school with the students. If you prefer to order a book by paper form/check/cash, or if you have any issues or questions when ordering a yearbook, do not hesitate to contact Jenn Wisniewski at jfwisniewski@earthlink.net.

Thank you!