



YBK ALL DAY

It's time to spring into a new month!

The month of April welcomes sunny skies, books finalizing and distribution days! If warmer weather isn't on your forecast yet, here are few reminders to bring some sunshine into your submission.

WHAT'S DUE AT SUBMISSION?

After your pages are created, it's time to submit the entire book for production. Be sure to get your cover squared away — either custom or predesigned. [Check out this email](#) for extra cover help. Plus, personalization or accessory items and your final number of copies you wish to order are also due.

CHECK YOUR SHIP DATE.

Your ship date is determined by the date you complete your submission, so check with your Yearbook Rep to plan the date that works best for your distribution. You can find your current deadline and ship date in [eDesign Settings > Deadline](#).

HOW MANY BOOKS DO YOU ORDER?

When it's time to submit, you'll confirm your total number of copies. Make sure to double check your pre-ordered count, then decide if any additional copies are needed for possible sales after the books come in. It's important to note if you continue to sell through Herff Jones after you submit, you'll want to watch your sales at [My HJ Yearbook](#) to not oversell your ordered copies.

COMPLETE YOUR PORTRAITS AND PAGES!

If you haven't tackled portraits yet, [check out this email](#) for resources and tips. Before you submit your book, be sure to run a high-res PDF of each spread.

RELY ON YOUR HJ YBK HELP.

You can always click the HELP button while you're working in eDesign for quick video tutorials and PDF guides. If you encounter technical difficulties, go to herff.ly/techsupport for help. Plus, your rep and customer service adviser are here as you wrap things up. *You got this!*

ANOTHER CHANCE TO WIN!

Let's AD it up: We want to hear from you! Please complete this [quick survey](#) about why and how you sell ads — student, business, friendship and more! Don't sell ads yet? [Tell us why.](#) Advisers who complete this survey will be entered to win a cool new YBK tumbler or a Remarkable 2 tablet.



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