

Composition Checklist

7 Steps to Successful Photos

- ✓ Frame subject with [full face, front view, eyes open](#)
- ✓ Make sure photo presents [full head](#) from top of hair to bottom of chin; height of head should measure 1 inch to 1-3/8 inches (25 mm to 35 mm)
- ✓ [Center head](#) within frame (see Figure 2 below)
- ✓ Make sure [eye height](#) is between 1-1/8 inches to 1-3/8 inches (28 mm and 35 mm) from bottom of photo
- ✓ Photograph subject against a plain white or off-white [background](#)
- ✓ [Position subject](#) and [lighting](#) so that there are no distracting shadows on the face or background
- ✓ Encourage subject to have a [natural expression](#)

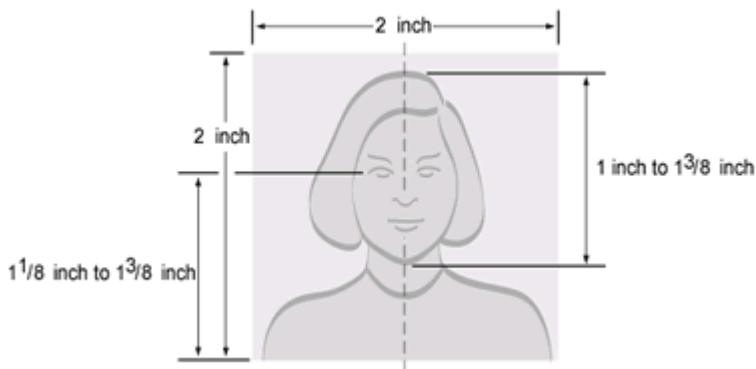


Figure 2. Head Position & Placement

Well-Composed Photos

