Guidelines on Taking Photograph

a) You should face the camera directly

Incorrect



Correct



b) Facial features should be clearly evident in the photo

Incorrect



Correct



c) Spectacles should be worn if normally used. There should be no reflection on the eyeglasses.

Incorrect



Correct



d) Background should be plain white

Incorrect



Correct



e) Facial image is too big. Shoulders not entirely visible/hair cropped off

Incorrect

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Correct



f) The photograph should have an even exposure

Incorrect



Correct

