

After the Shoot: Create an Order

How to match camera images with
database names using camera
cards.

Systems

All Prints Proofs Sports Pic-A-Pac **School**

Pending Orders

Created	Reference	Type	Status	Total
---------	-----------	------	--------	-------

Start a New Order

New School Order

Order Reference:

Color Option: Studio Managed Color (no color correct)

Agreement

The School order type in the Full Color Ordering System is designed expressly for school photography such as elementary, secondary, underclass, senior and other school photography where lighting and exposure are constant. School orders will be printed at the same color and density, and for consistent results all images must be taken at the same time, place and exposure.

Orders including but not limited to studio portraits or wedding

Upload Se

Recently Su

Submitted

Delete

Refresh Order Status

Reset to Pending

View Summary



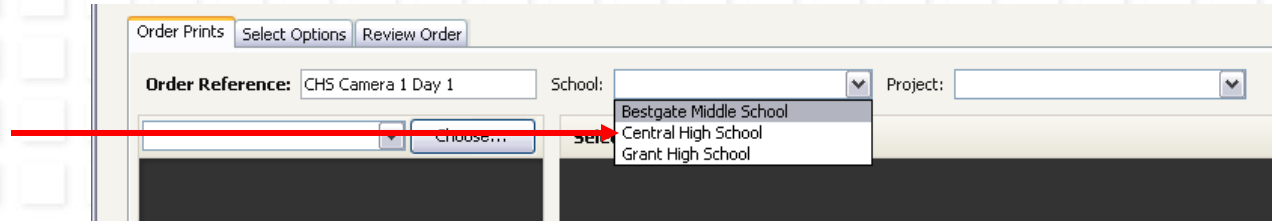
New Cropping Features

We have added the ability to crop in the image panel. - [learn more](#)

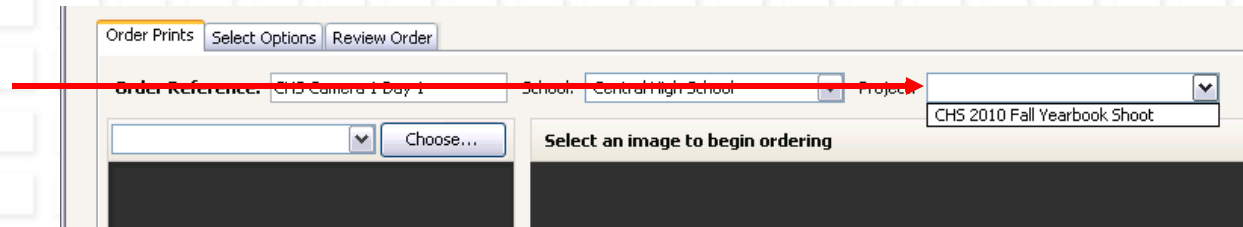
Ready

Starting a School Job

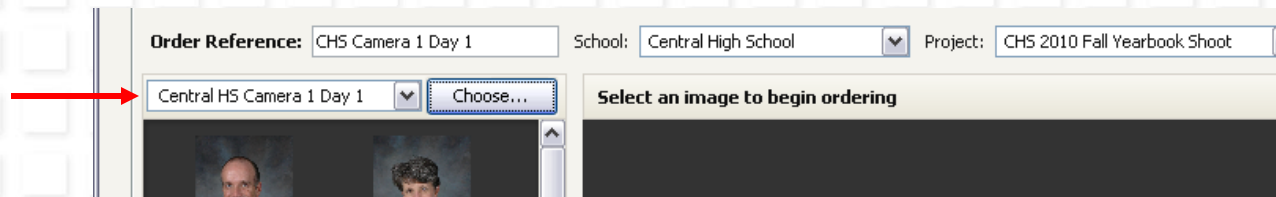
Identify the order as part of a school.



Identify the project as part of a school.



Choose the image folder.



Merging Data and Images

Full Color Ordering System
File Edit View Tools Help


Order Prints | Select Options | Review Order

Order Reference: CHS Camera 1 Day 1 | School: Central High School | Project: CHS 2010 Fall Yearbook Sho

Central HS Camera 1 Day 1 | Choose...

sax2001.jpg sax2002.jpg
sax2003.jpg sax2004.jpg
sax2005.jpg sax2006.jpg
sax2007.jpg sax2008.jpg

sax2004.jpg



Record: 50 | Teacher: E DECK
Student ID: 232876 | Last Name: ROJAS
First Name: ELIZABETH | Grade: 10

Type: Prints | Qty: 1 | Product: 8x10

Clear Fields | Search | Add To Order

Image Total: \$0.00

Back | Finish Later | Next

Select an Image Directory
Select an image directory by clicking "Choose..."

Ready

ROJAS, ELIZABETH
E DECK 10
A B C D E F G H 1 2 3 X
Rec# 50
ID / Room: 232876 /
ROJAS, ELIZABETH
E DECK 10
96

Ordering Packages

Full Color Ordering System

File Edit View Tools Help

Order Prints **Select Options** Review Order

Systems

Order Reference: CHS Camera 1 Day 1 School: Central High School Project: CHS 2010 Fall Yearbook Shoot

Central HS Camera 1 Day 1 Choose...

sax2001.jpg sax2002.jpg
sax2003.jpg sax2004.jpg
sax2005.jpg sax2006.jpg
sax2007.jpg sax2008.jpg

sax2004.jpg

1 - 8x10 \$1.49
1 - 5x7 (2) \$1.49
1 - Mini Wallets (8) \$0.99

Record: 50 Teacher: E DECK
Student ID: 232876 Last Name: ROJAS
First Name: ELIZABETH Grade: 10

Type: Packages Qty: 1 Product: A

Clear Fields Search Add To Order

Image Total: \$3.97

Back Finish Later Next

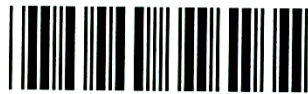
Adding/Editing Order Items
Select a new image to order on the left, or select an existing order item to edit on the right. Click on "Next" when you are done selecting items.

Ready

Procedure: Student does not have a card.

A	B	C	D	E	F	G	H	1	2	3	X

Rec# 2670



ID / Room:

/

Abbot, Emily

34



Enter the record number for the image.
Type in the student name.

Record: 2670
Student ID:
First Name:
Teacher:
Last Name: Abbot
Grade:
First Name: Emily

Input Sort Order for Packages

Full Color Ordering System

File Edit View Tools Help

Systems

Order Prints **Select Options** Review Order

Order Options

Studio Managed Color Die Cut Wallets (.30 per unit)

Show Thumbnail on Order Review

Shipping Options

Shipping Method: COUNTER

Contact:

Address:

City: State: Zip:

Package Sort Order

Sort by: Grade **Then by:** Teacher **Then by:** Last Name **Then by:** First Name

Comments/Notes

Comments

Select Options for This Order
Choose a paper type, shipping method, and other options that apply to this order.
Click "Next" to continue.

Back Finish Later Next

Ready

