

whata

p!x

User Guide



photobooks
calendars
greeting cards
canvas

About Whatapix user guide

This user guide was designed to help you use the Whatapix software program.

Whatapix software is used to create photobooks, calendars and other products.

Whatapix software and this user guide are subject to continuous development, and reviews will be made accordingly in subsequent versions and editions.

We are happy to receive your views on both the development of the software and user guide on how you think they can be improved.

You can contact us about the software or this user guide at:

Whatapix, Inc.
15031 Woodham Dr.
Suite 370
Houston, TX 77073
Tel: 281.456.4505
Fax: 281.821.2416

info@whatapix.com
<http://www.whatapix.com>

An introduction

Whatapix software is a program that enables you to design documents such as photobooks, calendars and other products. It operates in a similar way to other desktop applications and is not a web browser-based application.

The main difference between Whatapix and other desktop publishing programs is that it contains a specific set of products that we have created – these include Photobooks, Calendars and other products. These can be created using the Whatapix program and purchased directly from us.

Whatapix program is simple to use and has familiar ways of working such as 'drag and drop', where you can drag a picture from a picture panel into a picture box on the page. Text can also be easily added using the Text Box feature.

Our pre-designed products give you the freedom to simply add pictures and text to a pre-defined layout. However, you can if you wish create your own layouts and use those as the basis of your design.

At Whatapix we use premium materials in the print and finishing of your photo books and calendars.




User Accounts

How does it all work?

The first thing that you need to do is download our design software from our website. We support both PC or Mac format.

Once you have installed the software and downloaded any templates you would like to use, you work entirely on your own computer – no need to rely on your Internet connection!

When your artwork is complete and you are happy with the previews click on the Shopping Cart icon  to proceed. This will automatically review your project. If the Software detects any problems it will alert you and give you an opportunity to fix them. If everything looks good, you will proceed to the shopping cart and select your method of payment.

After payment has been processed, you can test your internet connection within the software and decide if you want to upload your project through your internet connection or burn your project in a CD and ship it us. These days most internet connections are very fast and upload times will only be a few minutes, however, we have this option for customers that might be in a remote place without a good connection or their normal internet is out of service.

You can create as many projects as storage on your computer allows!

Do I have to create a user account?

You can download and try the software and our templates without setting up a user account.

All we ask for is an email address so that we can send you support information and links to resources.

All of your work and files reside on your computer.

We only see work which you send through to us for printing.

When you are ready to submit your first order for printing you will need to set up your account for billing and shipping purposes.

When I place my order, where do my files go?

When you submit your finished work for printing, it is uploaded from your computer directly to a secure print server in our building where it is printed and dispatched to you.

Privacy and confidentiality

We take your privacy very seriously. Our full Terms and Conditions can be viewed in our website or on the Whatapix software in the shopping cart before you finish your order.

Your artwork or Personal information will never be shared with any third party.

Copyright and content

It is your responsibility to ensure that any artwork submitted to us does not infringe copyright.

Please read our Terms and Conditions, at the time of placing your order you will be asked to accept these. By accepting these, you indemnify Whatapix, Inc from any challenges that may occur.

Whatapix reserves the right NOT to print any materials submitted that may be offensive or defamatory.





Downloading the software

Hardware requirements

Windows PC Minimum specification

- Windows XP (Service Pack 2 or 3) or Windows Vista
- 2GB free hard disk space
- Minimum 768MB of RAM (2GB recommended)

Apple Mac Minimum specification

- Mac OS 10.3.9
- 2GB hard disk space
- Minimum 1GB of RAM (2GB recommended)

How to download the software

To download the Creator software, visit [Whatapix.com](http://www.whatapix.com) and click on the "Downloads" button on the bottom right corner.
<http://www.whatapix.com/downloads.html>

Type in your name and email and proceed to the download page. Agree to the terms and conditions and select the application that matches your operating system.

Once you have successfully downloaded the software please proceed to page 6 for installation instructions.



Installing the WhataPix Creator Software

Installation

Windows PC installation

Double-click on the installer

Select the language you would like to use and then follow the wizard steps to install the software.

When the installation is complete, a Whatapix icon will appear on your desktop and a program group will appear on your Start Menu.

Apple Mac installation

Double-click on the installer (A DMG file)

Select the language you would like to use and then follow the wizard steps to install the software.

When the installation is complete, the program can be accessed from within the Applications folder.

Using WhataPix for the first time

Double-click on the Whatapix icon on your desktop, or select Whatapix from your Start Menu.

Note: You will experience a pause when the software is opened for the first time as the software is configured for your system.

You will now be presented with the whatapix.com welcome screen

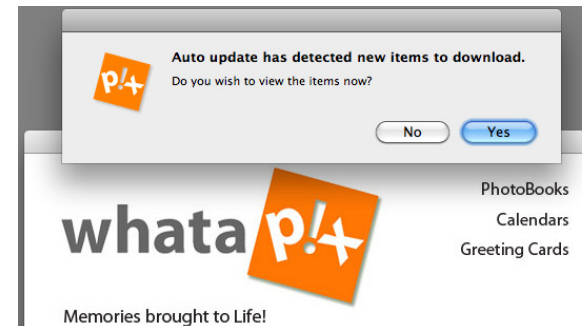


Enabling Auto-Updates

An on-screen prompt will pop-up and ask whether you wish to enable Auto-Updates. Auto-Updates allows you to add new products and styles to your installation. We recommend that you do allow Auto-Updates, though you can elect to update manually if you wish.

If you elect to accept Auto-Updates, you will be presented with a new pop-up that will advise you that "Auto-Update has detected new items to download. Do you wish to view the items now?"

If you wish to use only the products that have downloaded within the software, click the No button to proceed to the next step.



If you click "Yes", you will now see a new popup with a list of products and resources that are available for download

To download any of the items, simply click the tick box next to it to place a green tick in the box. Once you have selected the items you wish to download, click the "Install" button to download the products.

Downloading many items may take some time (depending on your Internet connection speed) so you may wish to download just a few to begin with.

You can add other items at any time by clicking the "Check for Updates button" on the New Project screen

Once the download has completed, click the "Finish" button.



Understanding the Control panels



Page Preview panel

This panel shows you a thumbnail of each page in the document. To go to a page, simply click on the thumbnail and the page will appear in the Page Preview panel. The page with a blue outline is the page currently being viewed.

Adding Photos

Click here to add images to your Images Panel. Navigate to the place in your computer where you store your pictures and select them.

Tools

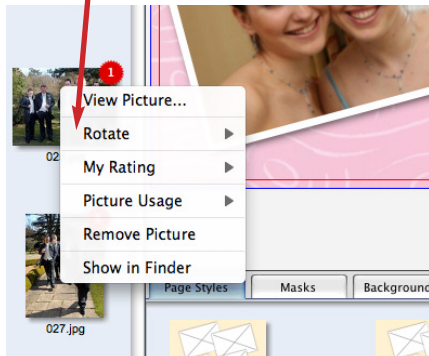
Quick Links to common Tasks like adding pictures, Text, save, Autoflow or project previews.

Images Panel

Here you will see thumbnails of the images that you have selected. From here you can Drag and Drop your images into your project.

Pictures contained here when a project is saved, will automatically be reloaded when the project is reopened

Right Click on any of the pictures to POP-Up a menu to either rotate, rate or remove the image.



Library Panel

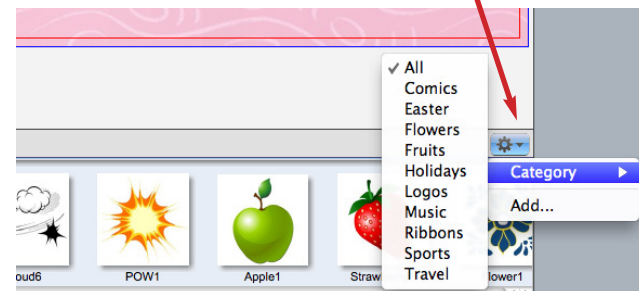
This Panel will show you all the available options for Page Styles, Masks, Backgrounds, Frames or Scrapbook.

Select each category and the items here will change accordingly.

Category Panel

This allows you select items in each Library panel by Category.

You can also add your own elements like Masks, backgrounds, Scrapbook elements, etc.



Inspector Panel

This panel gives you all of the tools that you need to manipulate your photo and text boxes. There are various tools that you can use to enhance the look and feel of your project including Stroke (border), Drop Shadow, Brightness and Contrast, among many others.

Shopping Cart

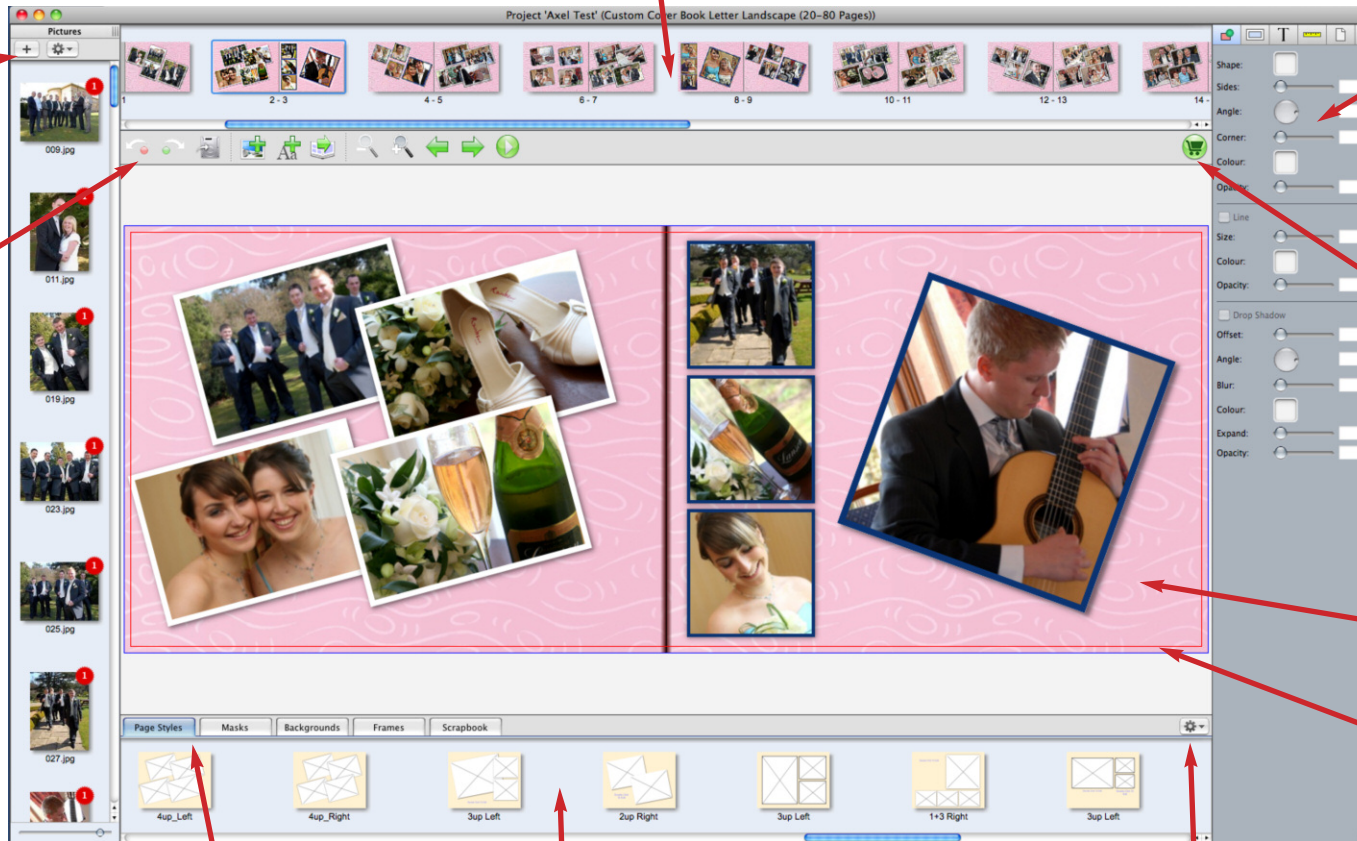
When you are happy with the result and previews of your Project click here to start the ordering process

Full Page Panel

This panel shows the currently selected page in full page view. Add pictures and text and make changes to your pages in this panel.

Bleed Line (limit)

This red line shows you the limit where your book will be trimmed. Consider that anything beyond this line will disappear.



Starting a PhotoBook

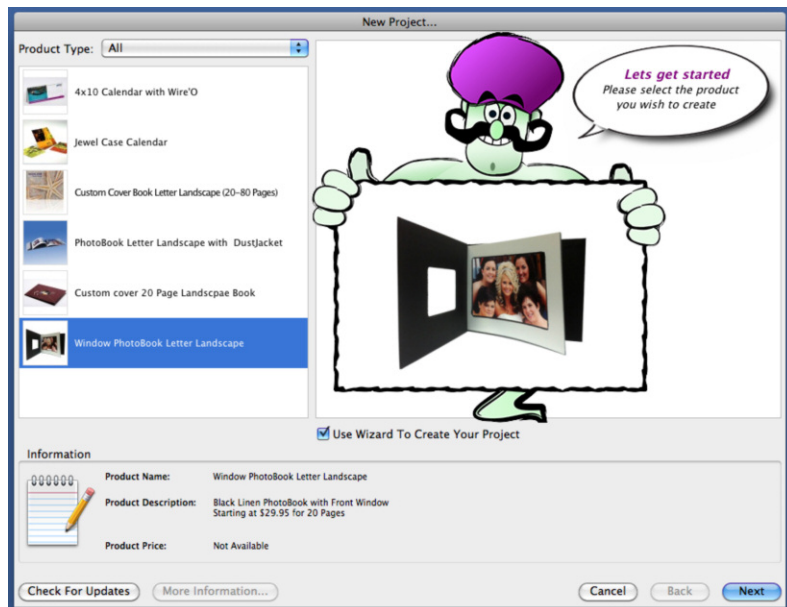
Creating a new Photobook

Open the Whatapix creator by double-clicking the desktop icon (or the Wpix program from your dock on a Mac). You will now be presented with the Whatapix welcome screen



Click the "Create a New project" button to start your new project!

In the next window select a product in the left-hand window. Once you have found a product that you want to use, click the 'Next' button to continue.



Choosing the Right product

Whatapix has created several Styles and templates for your PhotoBooks and Calendars, however keep in mind that these are just starting points for your projects. these can be edited to create your perfect project.



Some of the products that we have available are:

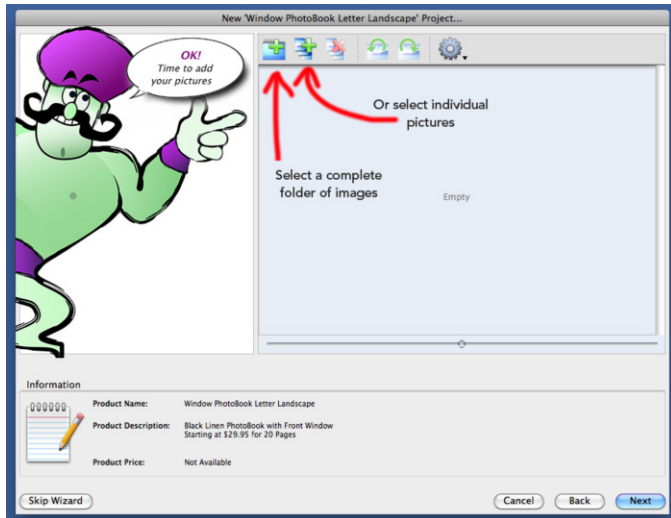
- Softbound Photobooks
- Hardcase Photobooks
- Panoramic Layflat Photobooks
- Wall Calendars
- Desk Calendars
- Canvas

Specifically for the PhotoBook market we have several options, like Black Linen or Brown suede covers, Brown Suede with Window, custom printed full color covers or Dust jacket covers.

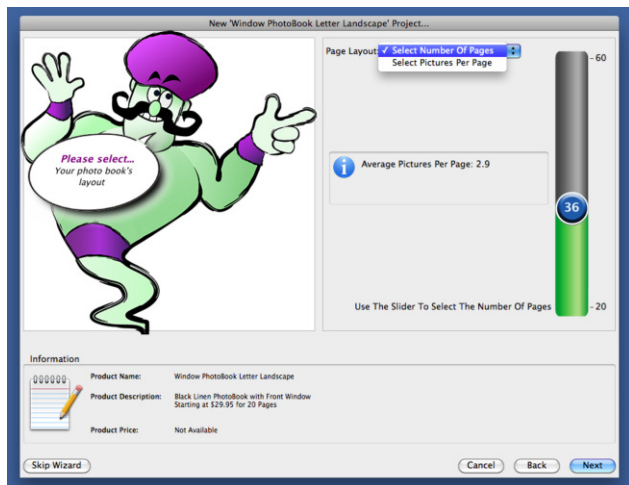


Select your pictures

On the next screen, you need to select the pictures you will use on your project. You can either select images by a  whole folder or individual images 



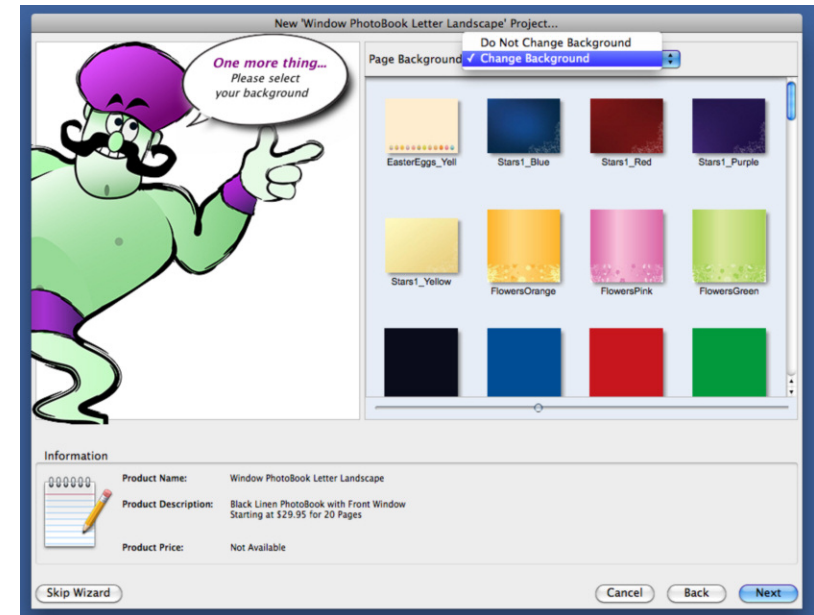
Next, you need to select the **number of pages** of your book or the number of pictures per page.



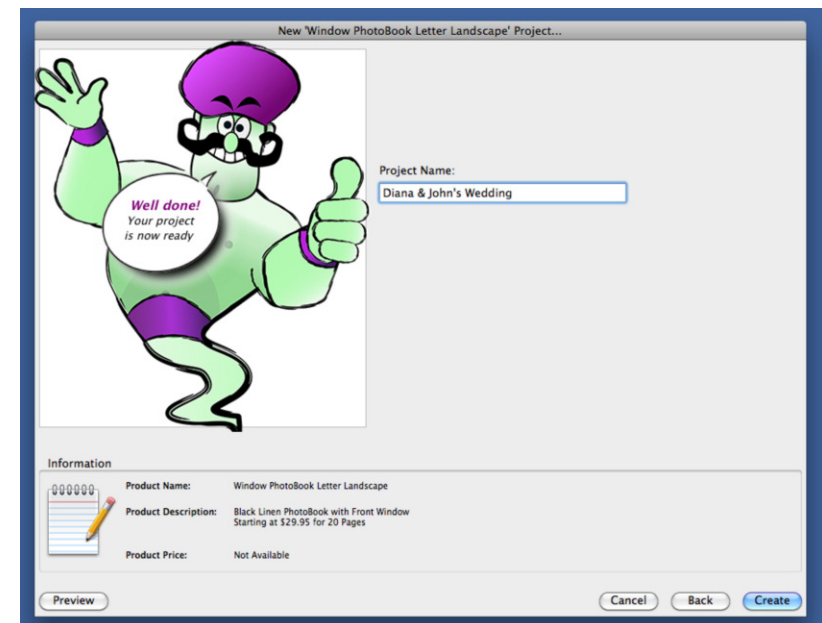
* Important advice before you begin your project:
Do not move, rename or alter images that you are using in your project until it is finished.

In this step you have the option to select a general background for your project or leave the background as is.

* Please note that you can change these backgrounds later for each individual page while creating your project.) this is just a general starting point



Next Step is to give your project a name



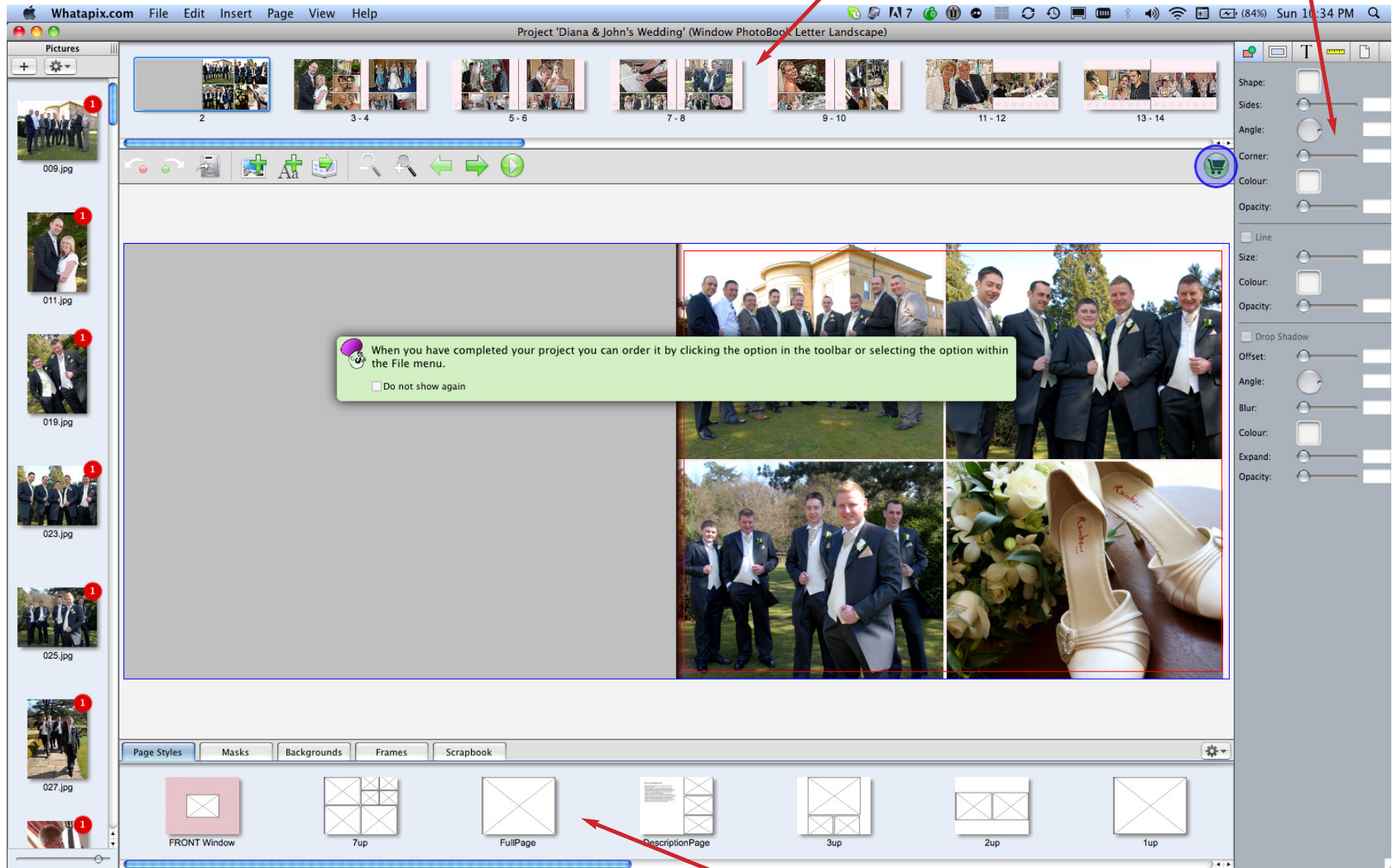
Now you can start editing your project.

The wizard has put together a starting point for your Photobook. If you like it the way it is, Good but if not, it is very easy to make changes.

Inspector Panel

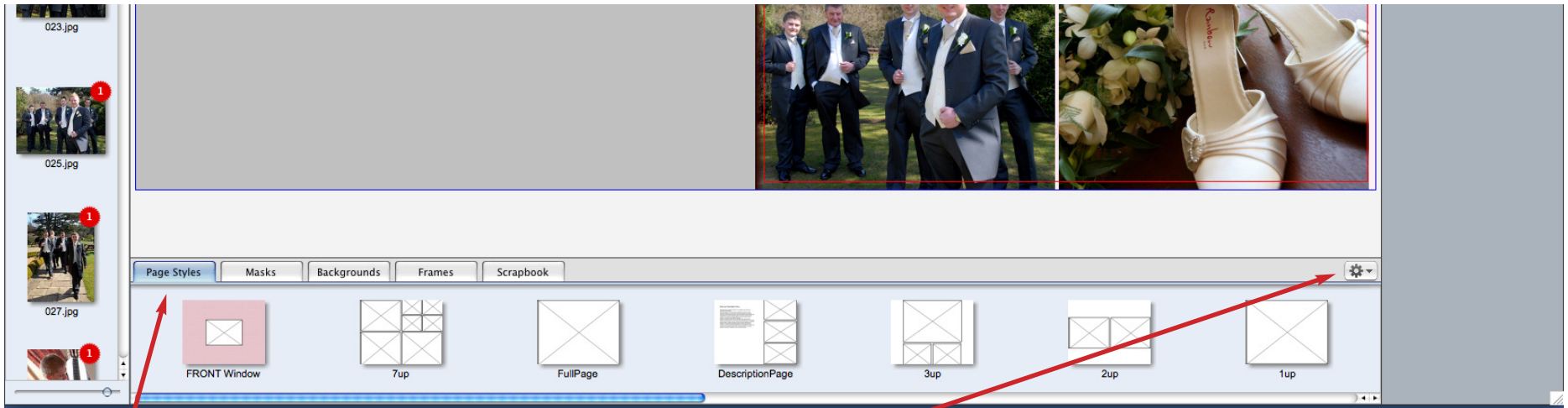
This panel gives you all of the tools that you need to manipulate your photo and text boxes.

Page Preview panel



Library Panel

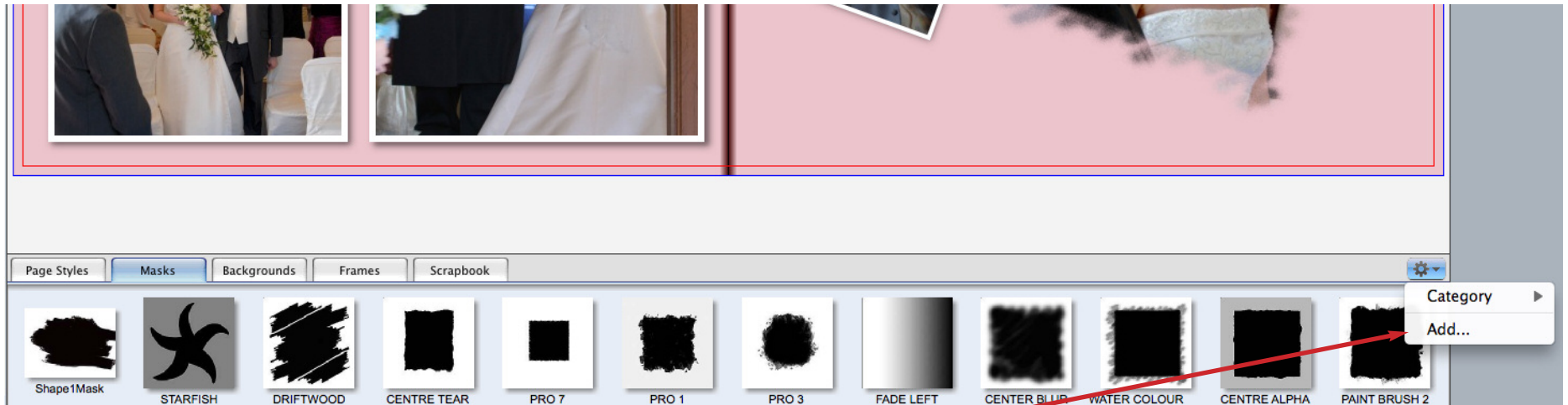
This Panel will show you all the available options for Page Styles, Masks, Backgrounds, Frames or Scrapbook.



Page Style

In the page style section you can select from some predefined initial page templates. Just drag the page style to the top and drop it on top of the page you want that style in.

Use it as a starting point and rearrange it to fit your needs. Once you like the new style you have just created, save it as a new page style and it will be there to use it for other pages within your project.

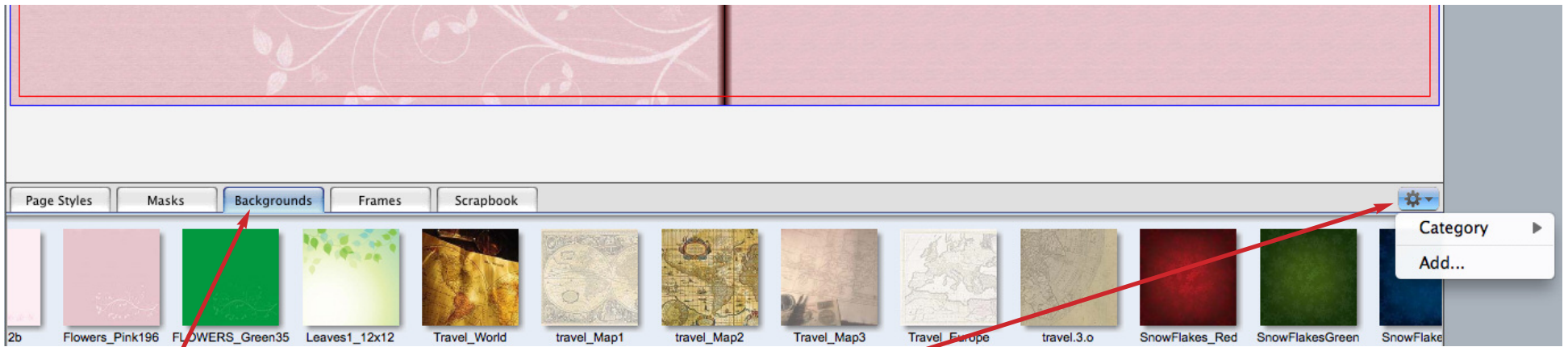


Masks

Once you have placed an image inside your picture boxes you can drag and drop masks on top of your images to give them special effects. We have supplied a variety of masks to use but also give you the ability to add new ones if you want to include your own artwork.

Inspector Panel

This panel gives you all of the tools that you need to manipulate your photo and text boxes.



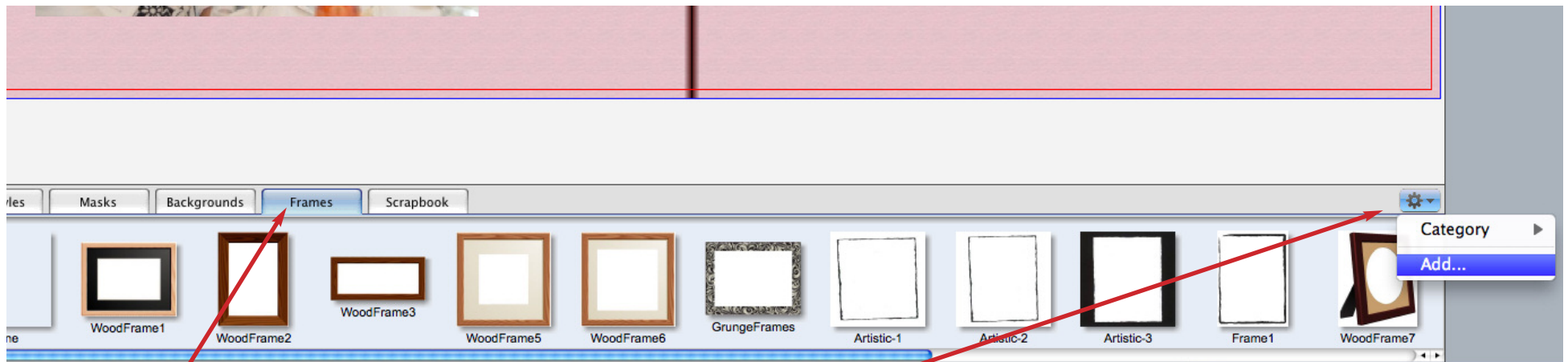
Backgrounds

You can use any of the supplied backgrounds inside your project, simply drag and drop them into your book. We have supplied a variety of backgrounds to use but also give you the ability to add new ones if you want to include your own artwork.

If you want to Add your own backgrounds, select the "gear" and click Add, browse for the background to be included and click select.

Background Inspector Tab

This panel gives you the ability to manage all your backgrounds



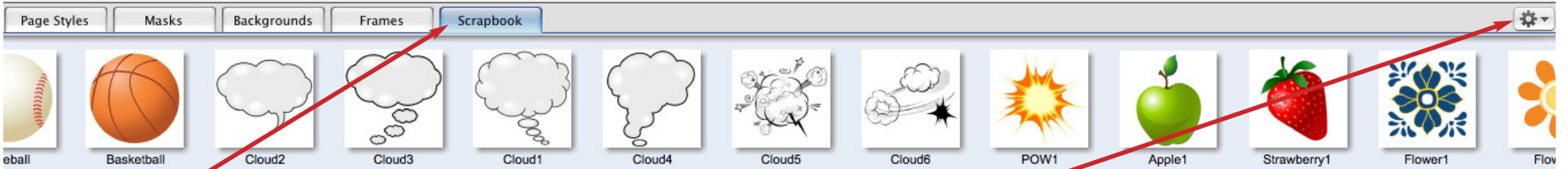
Frames

You can use any of the supplied frames to enhance your project, simply drag and drop them into your book. We have supplied a variety of frames to use but also give you the ability to add new ones if you want to include your own artwork.

If you want to Add your own backgrounds, select the "gear" and click Add, browse for the background to be included and click select.

Frame Inspector Tab

This panel gives you the ability to manage your frames



Scrapbook

You can use any of the supplied Scrapbook items to enhance your project, simply drag and drop them into your book. Do NOT drag them into a picture box or they will replace your picture, just drop them into the background area and then position them anywhere in the page.

We have supplied a variety of scrapbook items to use but also give you the ability to add new ones if you want to include your own artwork. If you want to Add your own backgrounds, select the "gear" and click Add, browse for the background to be included and click select. Scrapbook items need to be in PNG format to be recognized. Use any picture editor like photoshop elements or similar to create your own scrapbook items.

Scrapbook Inspector Tab

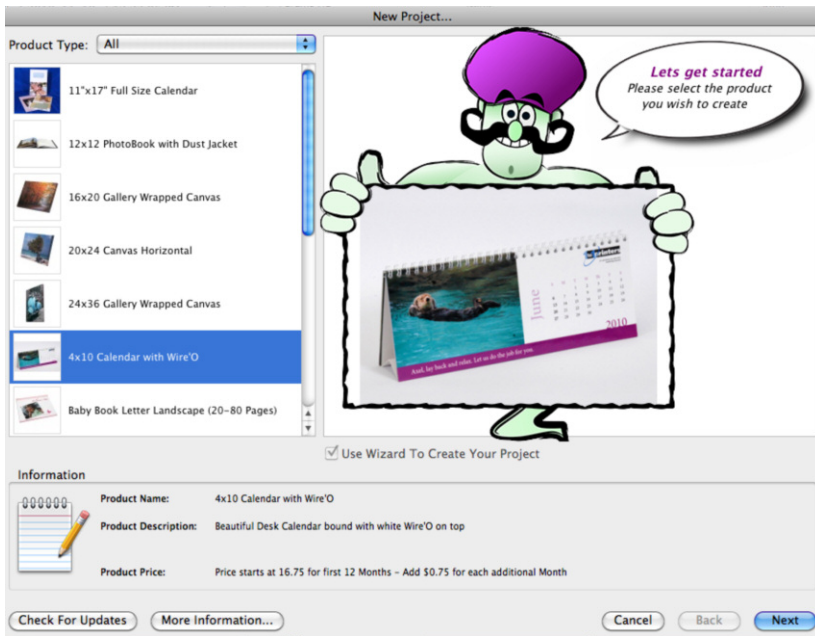
This panel gives you the ability to manage your Scrapbook items

Creating a new Calendar

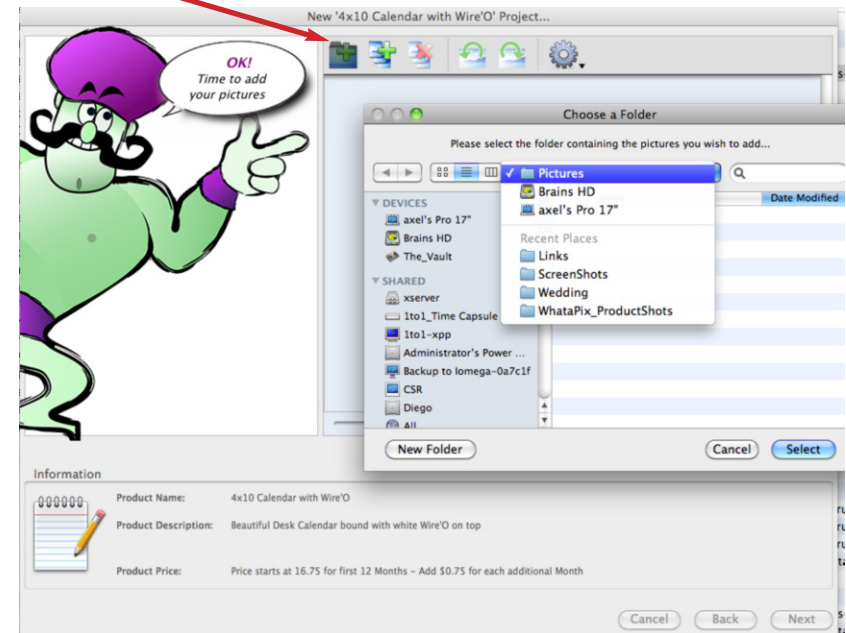
To create a new Calendar click on "Create new Project" in the opening window.



Then select the type of calendar you need (Desk or wall)

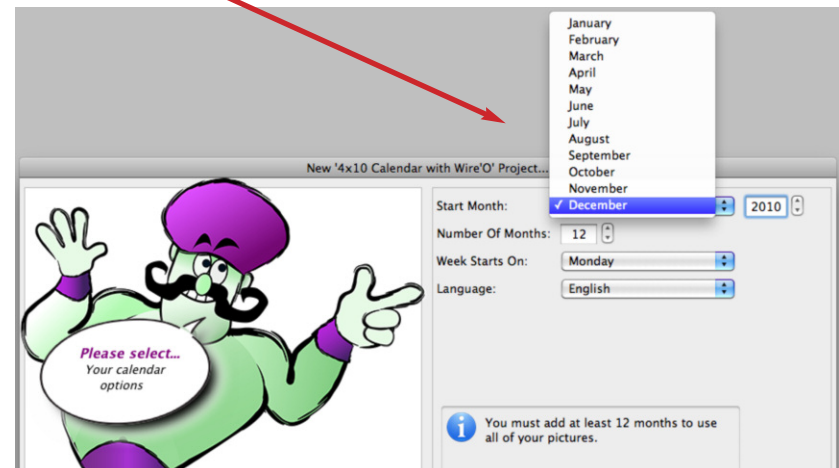


Next, select your images.



Remember that you can choose between selecting a whole folder of images or individual pictures.

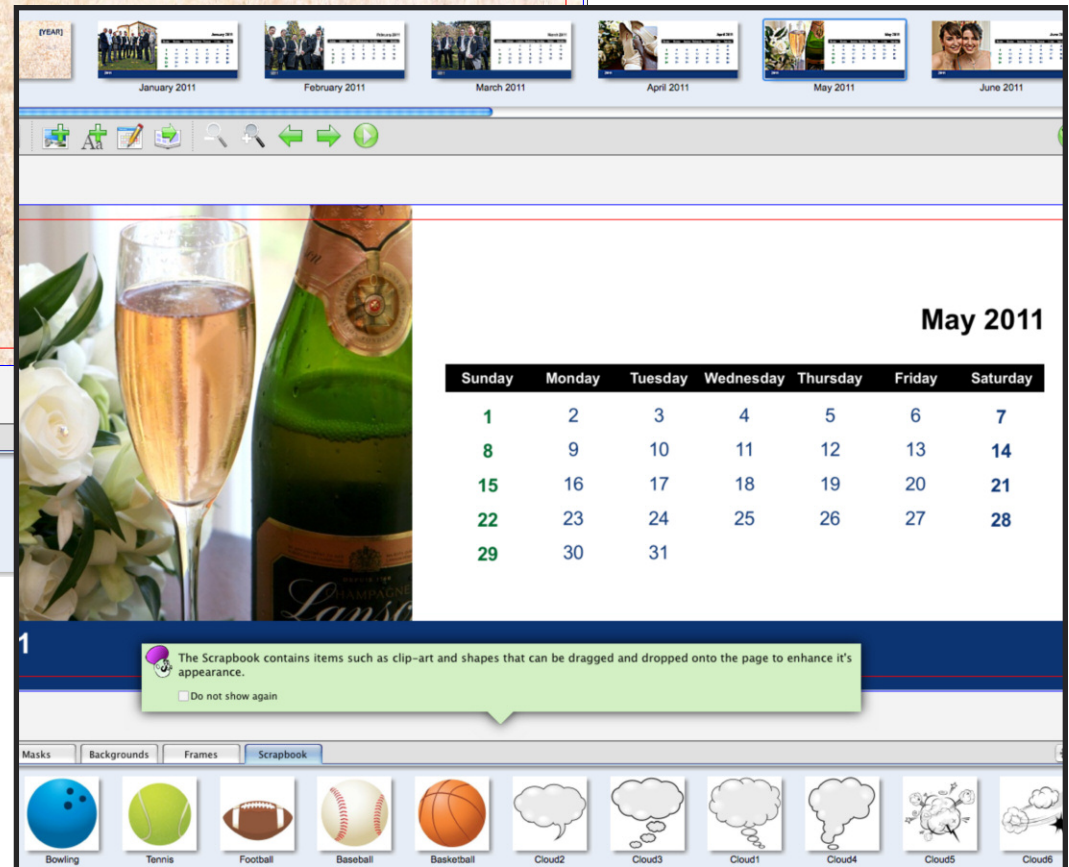
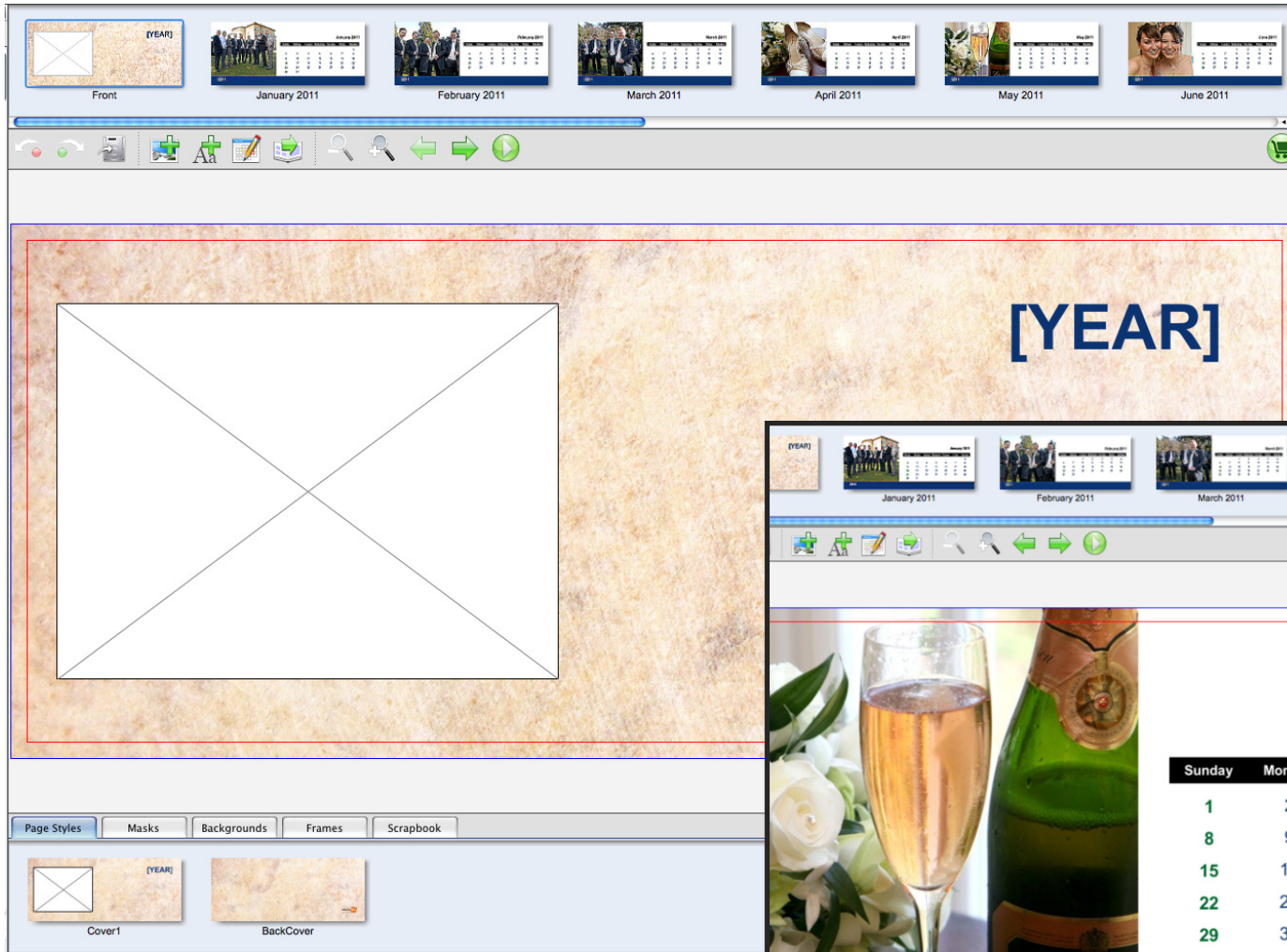
Next, select the Month that your calendar should start with, the number of months to include and the day of the week that you want your calendar to start on.



Start editing your Calendar.

In this step you can start editing your calendar the same way as you did with your photobooks. Change the page styles, Drop different backgrounds and masks.

When you are done just upload your project via the shopping cart.



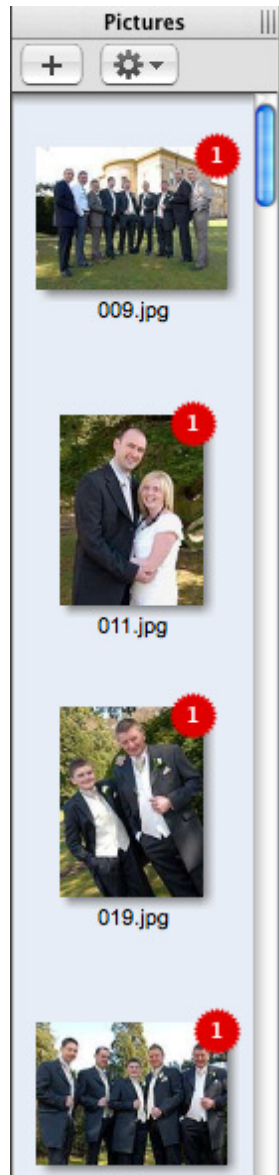
Calendars

Change the year, Drop a different background, Add pictures, etc. .

Features of the Software

Adding Pictures

The “Pictures Panel” makes it is easy to use pictures in your project.
To make pictures available, click the Add button in the Pictures Panel.
Browse to the folder of images that you wish to use. Once selected, click OK.
All of the images contained in the folder will be imported into the Pictures Panel.



The software will accept formats including JPEG, GIF and PNG.

Pictures in the Pictures Panel can be rotated by 90,180, and 270 degrees.

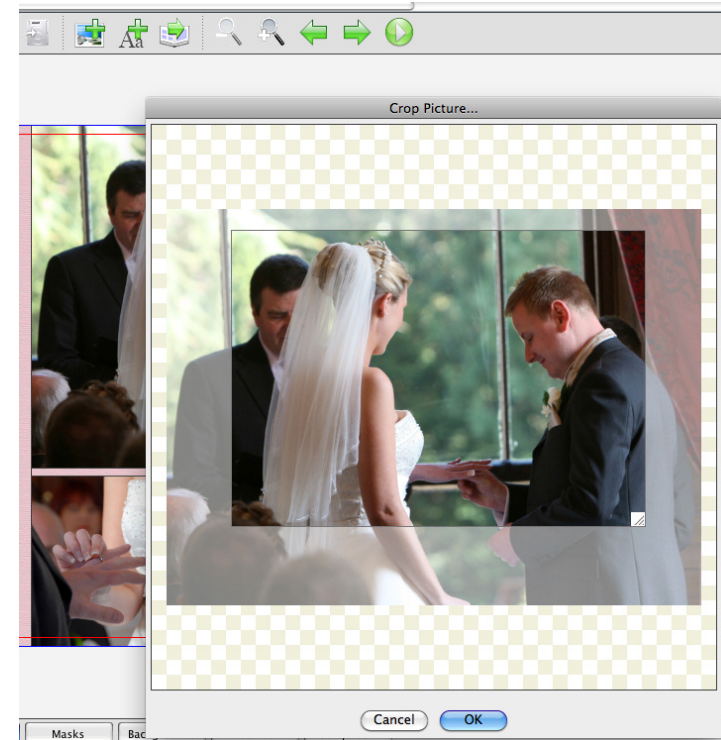
This determines how the picture will appear if used in your project. To do this, right click on the desired picture and select an option from the pop-up menu (you can also rotate pictures in the document). This menu also gives you the option to remove a picture from the Pictures Panel (note that this does not delete the picture from the folder, it simply removes it from the Pictures Panel).

Once your images have been imported they can be dragged and dropped into picture boxes in your project template. To do this, hover over an image

so that the cursor turns into a hand. Hold the left mouse button down and then drag the picture to a picture box on the current page. The picture box border will turn blue when the image is in the correct position to be dropped in. If you drop the image while the entire page border is blue, the image will appear as an object on the page but will not be inside a picture box.

Once an image is placed inside a picture box it can be moved around by holding down the ALT key on the keyboard (so that the cursor turns to a hand) and then pressing the left mouse button so that the image is 'grabbed'. Keeping the left mouse button pressed down, move the mouse. You will now see the image move within the box.

To crop to a portion of the picture, double-click the picture box containing the picture you wish to crop. A pop-up window will appear allowing you to select a portion of the picture and also resize to a selected portion of the picture. Once pictures are added to your project they can be modified in various ways using the Inspector panel.



Features of the Software

Adding Text

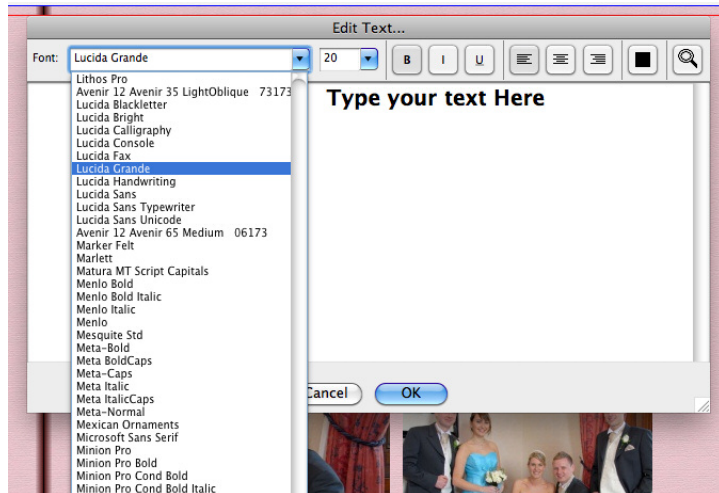
Adding text to your projects is very easy. To add a text box start by clicking on the Text button on the tool bar.



clicking on this button will automatically add a new text box in your page that looks like this



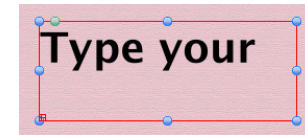
Double click on this box and you can start typing your text immediately into this box.



Type in your text (or copy/paste it) into the text editor, select the font and size you want to use for this text and then click OK to save the text to the text box.

Text pasted from Word will retain its formatting BUT text pasted from a web page will default to Times New Roman, so you will need to change the format of the text manually.

If the border of a text box on the page turns red, it means that there is too much text inside the box.



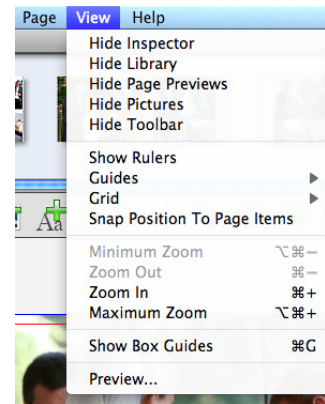
To rectify this, double click the text box and either remove some text or reduce the size of the font or increase the size of the text box.

The 'Autoflow' feature makes it quick and easy to put together a photobook in seconds. Using Autoflow you can automatically fill a photobook full of pictures from the pictures panel, and then make detailed tweaks to the layout yourself.



Rulers, Guides and Grids are available in the software. These design tools make it easier to layout your own pages and designs.

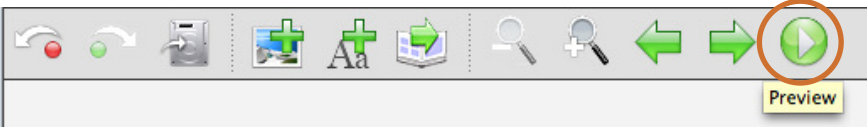
To activate the rulers and guides go to the view menu on the top of your screen



* Please note that we DO NOT proofread your projects for spelling errors or pictures that are not correctly positioned in picture boxes. It is your responsibility to make sure that all pictures and text are correct before submitting your order! If you are creating a photobook with lots of text, we recommend that you type your text into Word, spellcheck it and then copy and paste into your photobook.

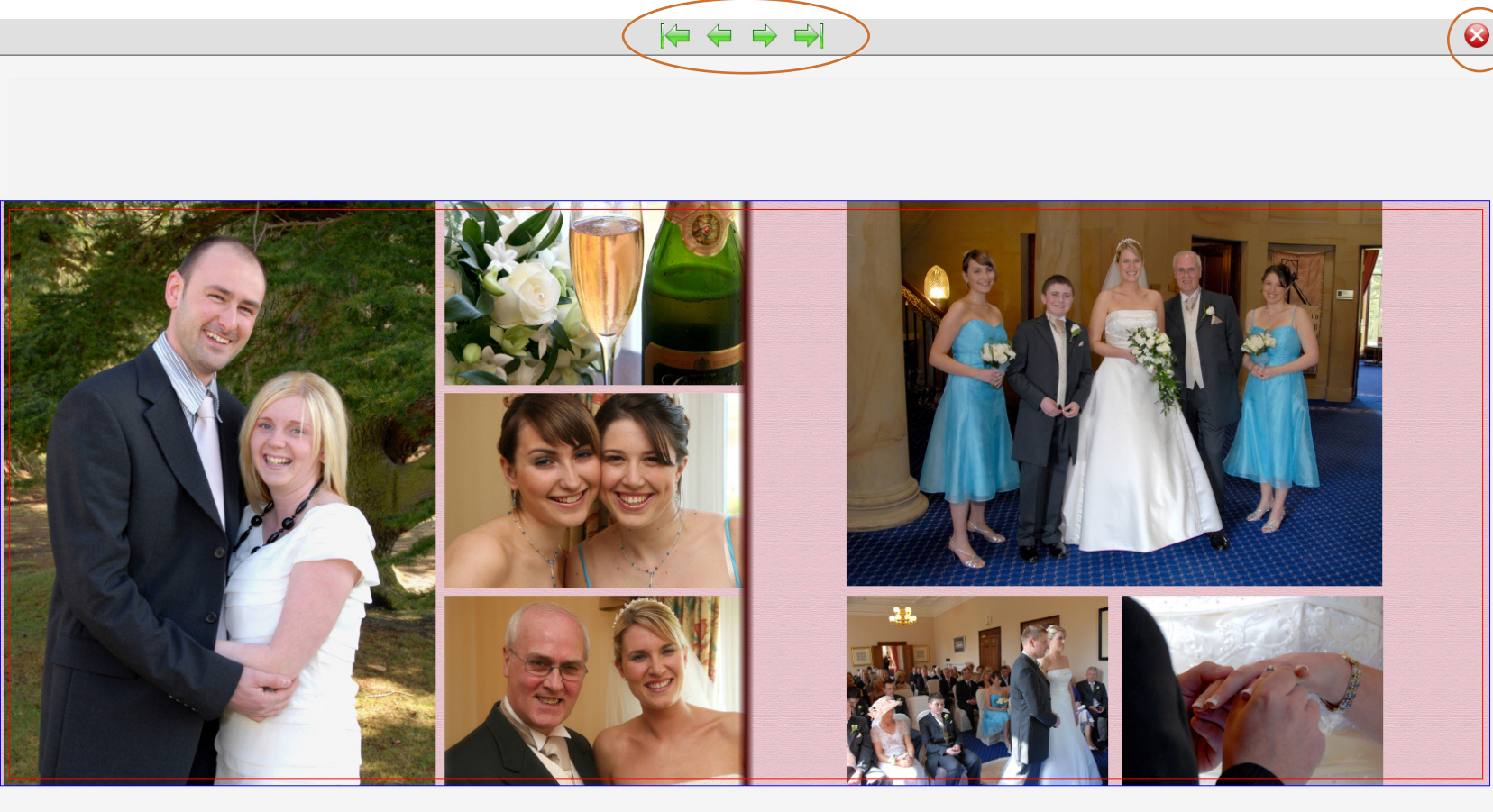
Reviewing your project

When you feel that your project is ready or almost ready to be processed, click on the Green arrow in the Tool Bar to see a preview of your work.



This will take you to a new window that will show you your project without any of the Tool bars or Control Panels. This way you can concentrate on the project by itself and review it carefully. Browse through every page and check that all the elements are in place and nothing is out of place.

Use the green arrows to navigate through your pages and the Red X when you are ready to return to the main working area.




Ordering

Creating your order

Once you are happy with your project, you will need to create the order files for us to print.

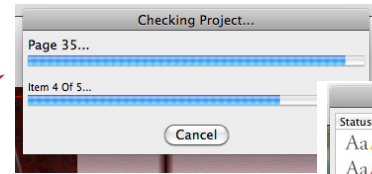
WhataPix uses an encryption system to create a high resolution version of your project.*

To create your order, do the following:

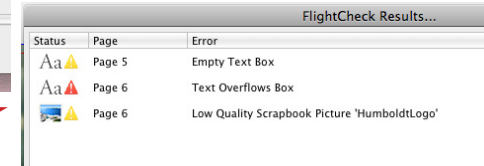
- Select File > Order... from the main menu or  click on the Shopping cart



- The program checks the project for any potential issues (Flight Check) such as empty picture boxes and/or empty text boxes.

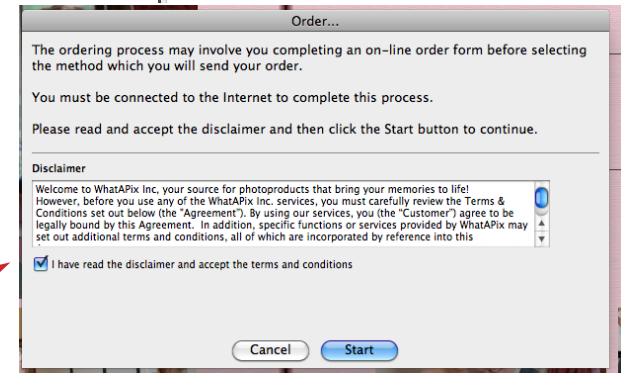


- The Flight Check Results window advises of any potential issues. If any of the issues are marked with a red symbol, they will need to be fixed before the order can be placed.



- Yellow symbols are advisory only - these should be reviewed by you before proceeding.

- Click OK to proceed with the order.



- The Order pop-up will appear. To proceed, tick the Disclaimer box (once you have read the Disclaimer Agreement).



- Click Start to begin the ordering process. A new web browser window will open up containing the login screen

- If you already have created an account before, type in your username and password. If not click on the "Click Here" button to create one. If you forgot your password, click on the "Forgotten Password" link where you can reset it.

Existing Members Please Login To Continue

Login:

Password:

[Forgotten your Password?](#)

Login

Don't have an account?
[Click here](#)