

# Guide to Creating dotphoto Photobooks

This Guide provides step-by-step procedures to help you design your first photobook.

For help with your book, just save your book as project, and email or call dotphoto.

We'll resolve any issues before you print. For email help: [books@dotphoto.com](mailto:books@dotphoto.com)

Please include your login and the name of your book project.



**Traditional 8.5"x11"**  
Family Memories  
Coffee Table Book



**Celebrations 12"x12"**  
Wedding, Graduation  
or Memorial Book



**Handy 6"x 8"**  
Party, Trip or  
Thank-you Book

**Three Sizes:** 8.5"x11", 12"x12" or 6"x8"

**Two Finishes:** Matte or Glossy (Choose when selecting your book type.)

**Covers:** Durable Hard Covers with photos front and back or wrapped around front to back

**Pages:** 20 pages per book. Add up to 40 more pages for a total of 60 maximum pages.

**Quality:** 100# premium, acid-free, archival quality paper

**Free Economy Shipping**

## Special Features

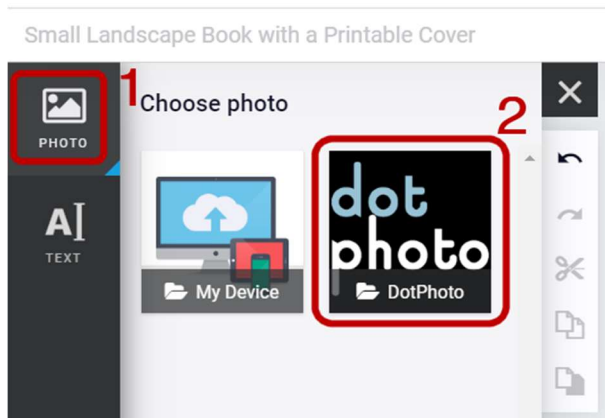
- ☐ Works on phones, tablets and computers in the browser
- ☐ Wrap a photo around the cover
- ☐ Add the book's name to the spine
- ☐ Spread a photo across two pages
- ☐ Add photos wherever you like
- ☐ Add photos from your dotphoto account, your phone, your computer, or another device
- ☐ Add text wherever you like in multiple fonts and sizes

## How do I make a dotphoto photobook?

### Choose the size of your book

- Tap **Shop** at the top of the page, choose or search for "book".
- Pick the size of the book that you want.

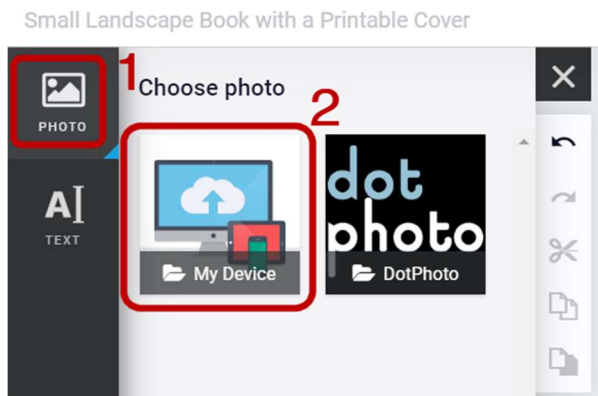
### Add photos to your book from your dotphoto albums



**dotphoto displays the most recent 25 albums.** Tap on the album that want.

If your album is older than the most recent 25, return to your albums by tapping on **Albums**. Then create a new album by tapping **Organize** command on the left and then choosing **Create Album** (perhaps name the album **MyBook**). Collect your photos in the MyBook album by finding the photos you want in other albums and choosing **Organize** and then **Copy** to copy photos to your new album. Alternatively, create a new album and copy all the photos from another album to your new album using the **Organize** and **Copy** commands.

### Add photos to your book from your phone, computer or another device

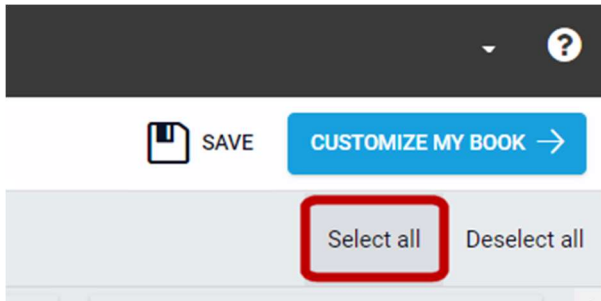


You can also add photos to your book directly from your phone or computer.

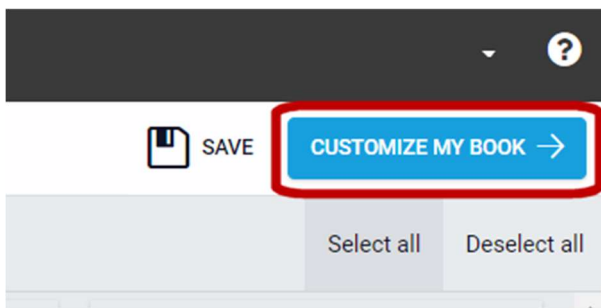
Run [dotphoto.com](https://dotphoto.com) on your device, and upload your photos by choosing **My Device**. If you have already started a photobook on another device, save it as a dotphoto project on the other device, open the project on your phone, and upload photos directly from your phone. Of course, you can also upload photos directly to the dotphoto album you are using for your book.

# How to make a photobook in 9 steps

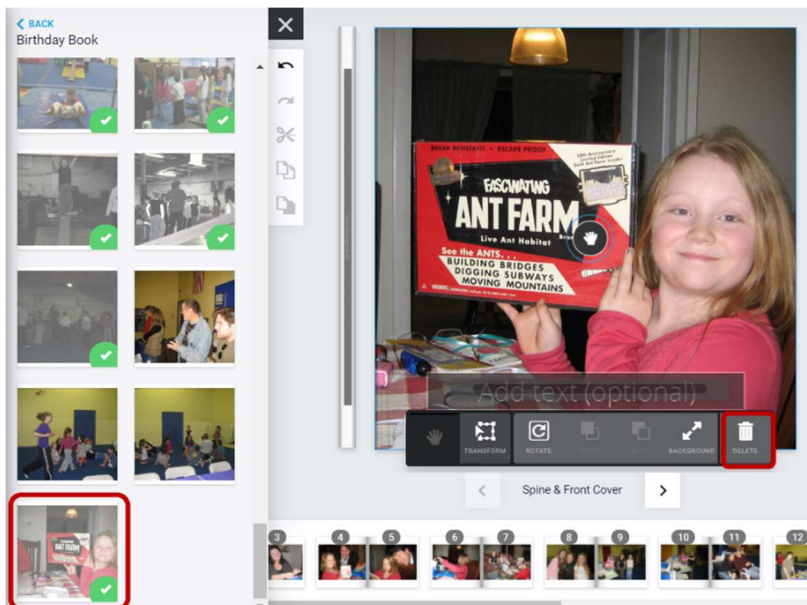
1. Choose the book size and glossy/matte paper type from the dotphoto store.
2. Pick a dotphoto album with at least 21 photos: one cover photo and 20 pages
3. Choose **Select all** in the upper right corner. Each page of the book is filled with a photo.



4. Tap **CUSTOMIZE MY BOOK** in the upper right corner.



5. Choose a **front and back cover**



The front cover is the first photo. You can keep the photo that has been selected, or tap the photo to product the edit menu, and then tap the trashcan icon to remove the current cover. Then tap the photo you want to select it as the cover photo. Next, use the slider at the bottom of the screen to go to the back cover. Tap the photo section, and tap a photo to choose for your back cover.

6. Add a **title** on the spine and to your front cover.



7. Preview your book to make sure you have everything you want.

Tap on **PREVIEW** in the upper right corner. Flip through your book to proof it before ordering.



8. Tap the **ADD TO CART** button next to the the PREVIEW button to order.

9. In the cart, add the shipping address, pay for your book, and place your order.

## Choose matte or glossy paper when selecting your book

### Books

- 6x8 Photo Book
- 6x8 Photo Book Matte
- 12x12 Photo Book
- 8.5x11.5 Photo Book Matte
- 8.5x11.5 Photo Book
- 12x12 Photo Book Matte

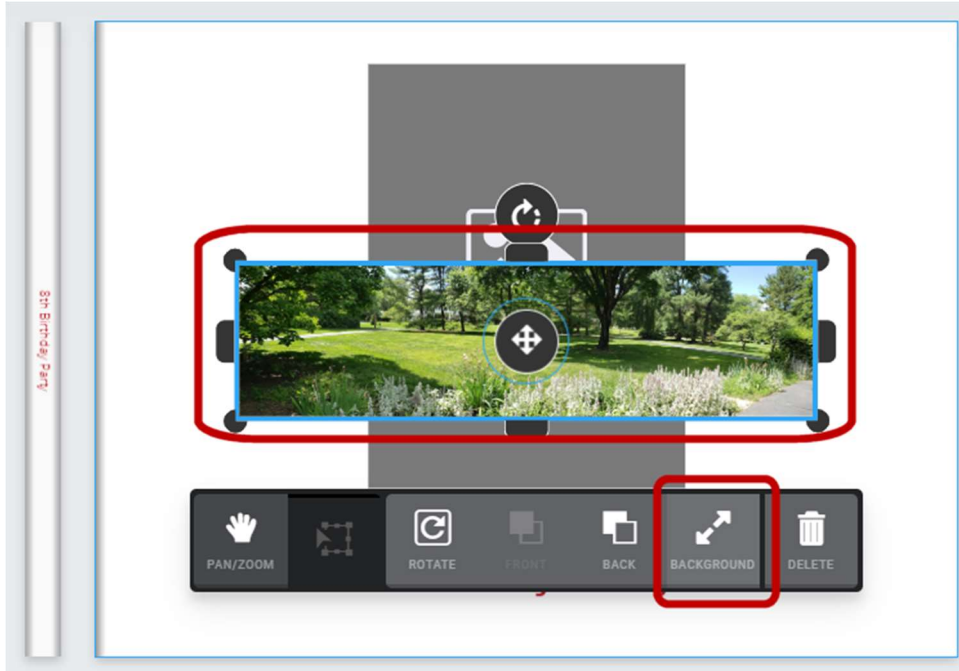
Select the paper you prefer when you select your book type. The default paper is Glossy; books with Matte paper are named. For instance: **6x8 Photo Book Matte**

Matte finish paper has a dull coating applied to the paper surface that yields a non-shiny, smooth finish that some people prefer for color contrast and text clarity.

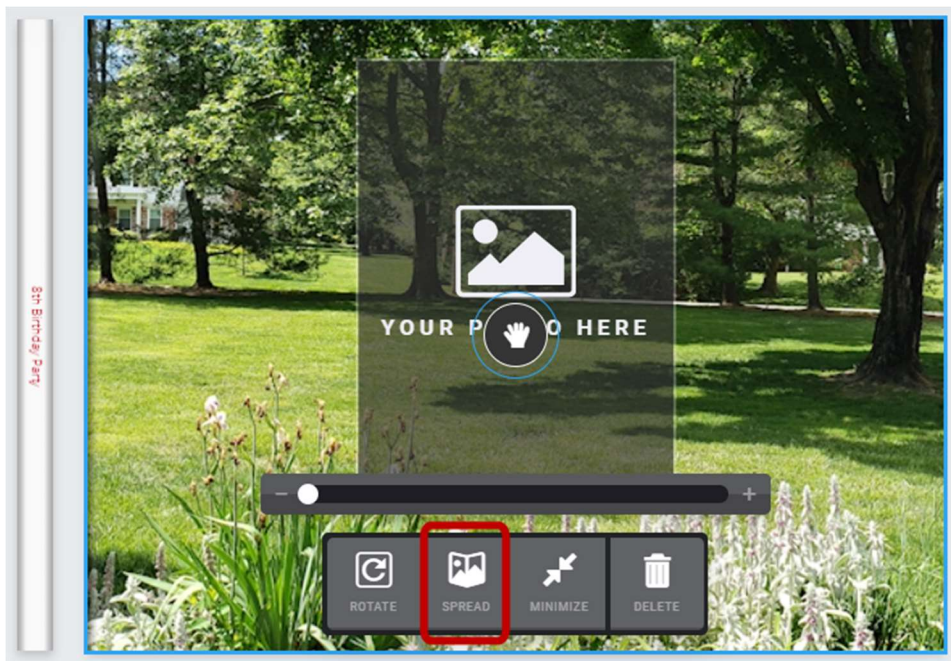


## How to stretch a panoramic image across a cover or two pages

1. Add a **wide photo** to the cover or a two-page spread.
2. Tap the **BACKGROUND** icon.

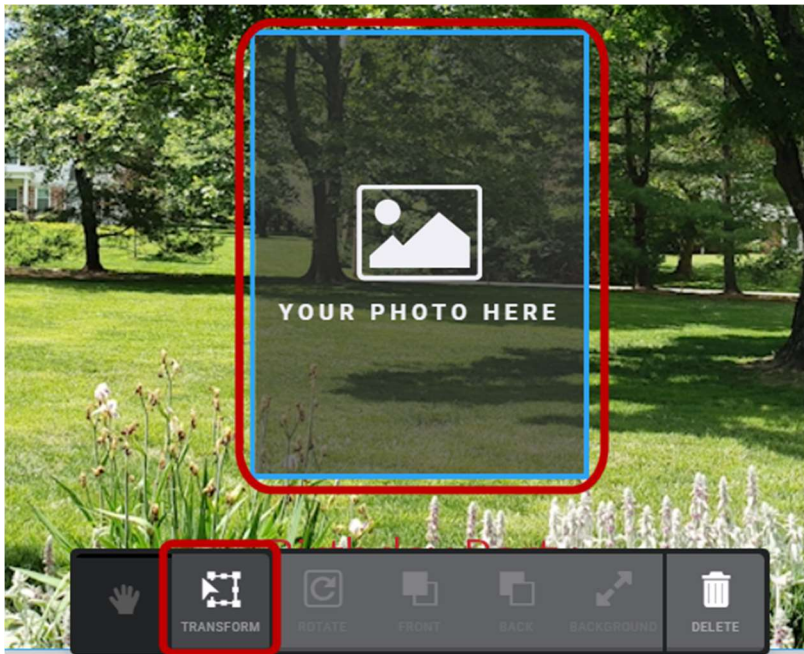


3. Tap the **SPREAD** icon to spread the photo over two pages. When you spread across the cover, the photo will also cover the spine of the book.



## How to change the size of a photo

Tap on the **photo**, and tap the **TRANSFORM** button.

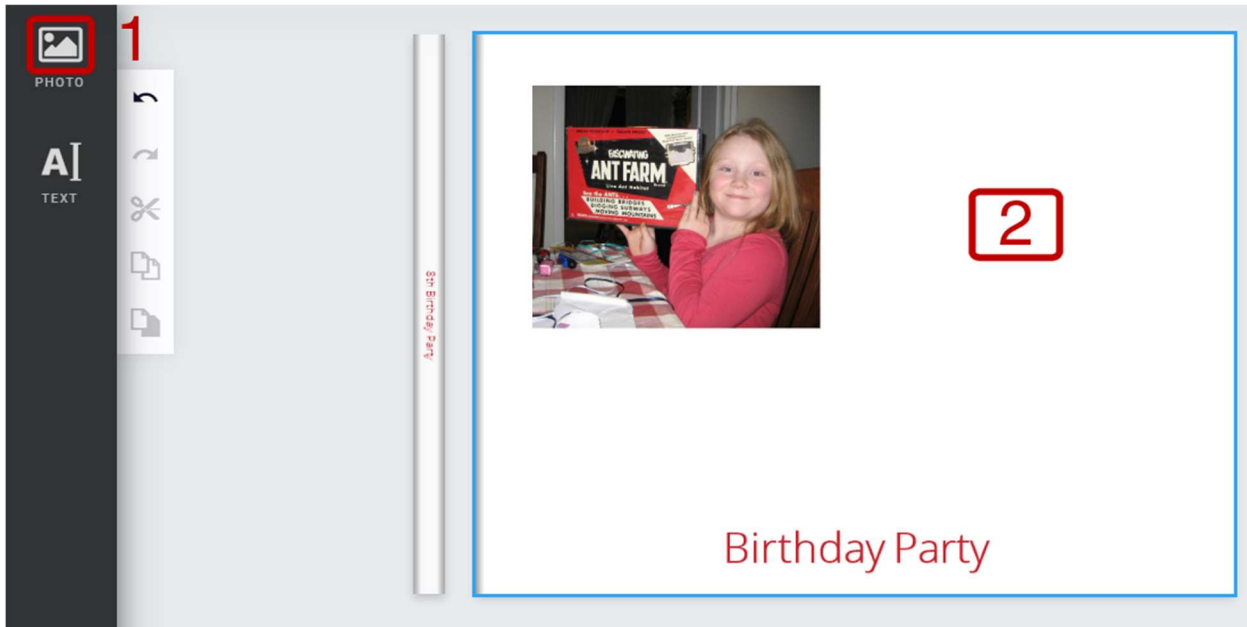


- ☐ Tap, hold and drag a **corner** of the photo to enlarge or reduce it.
- ☐ Tap and drag the **arrow at the top** to turn the photo.
- ☐ Tap and drag **a tab on any side** to shrink or enlarge that side.
- ☐ Drag the **4-way arrow** in the center to move the photo.

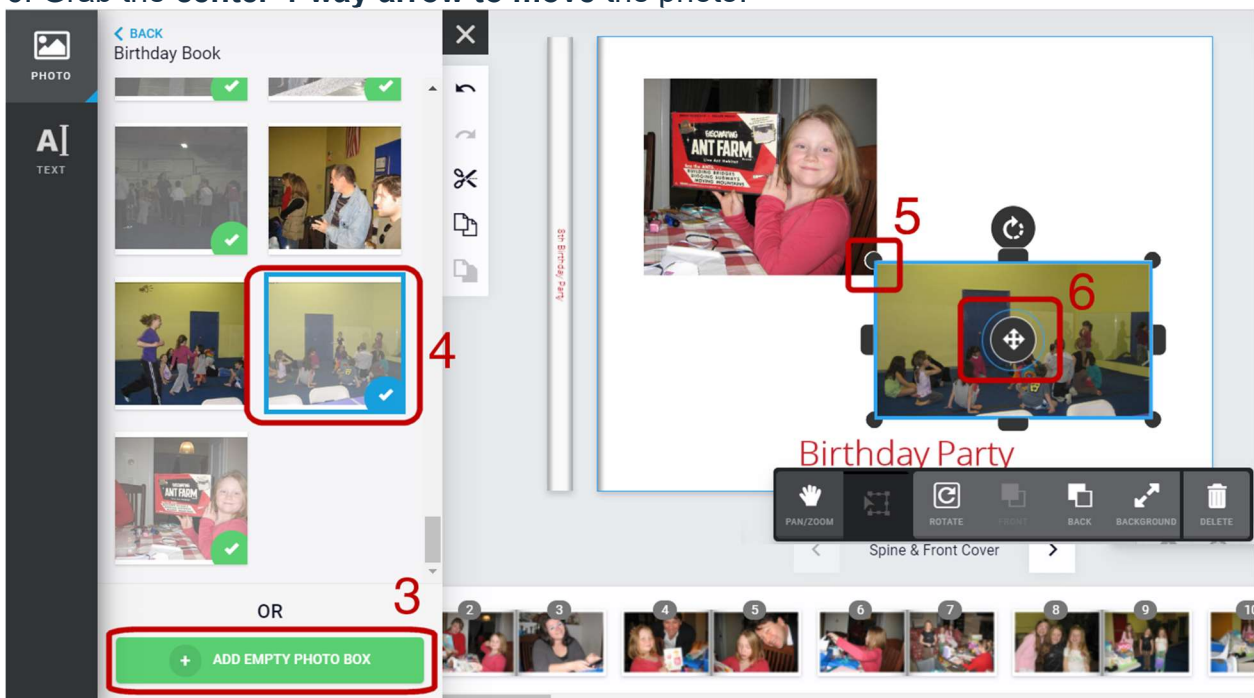


# How to add a new photo

1. Tap on the **photo** button.
2. Tap in a **blank** spot on the page.

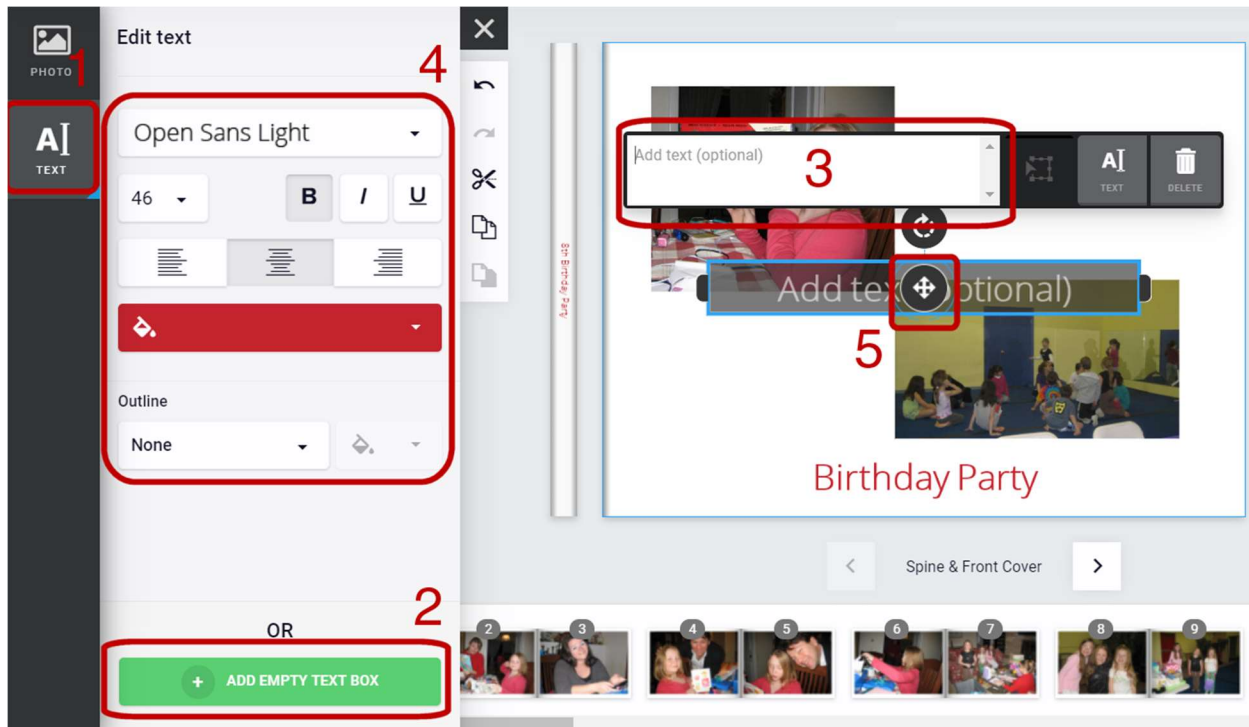


3. Tap the green **ADD EMPTY PHOTO BOX** button.
4. **Choose a photo** by tapping it.
5. Grab a **corner to re-size** the photo.
6. Grab the **center 4-way arrow** to move the photo.



## How to add text

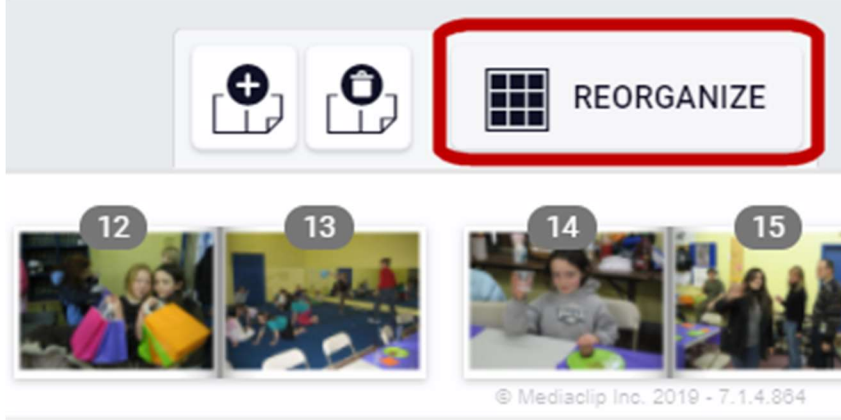
1. Tap the **TEXT** button.
2. Tap the green **ADD EMPTY TEXT BOX** button.
3. Enter **text**.
4. Change text **size**, **bold**, **color**, and **font**.
5. Grab the text box and move it to where you like.



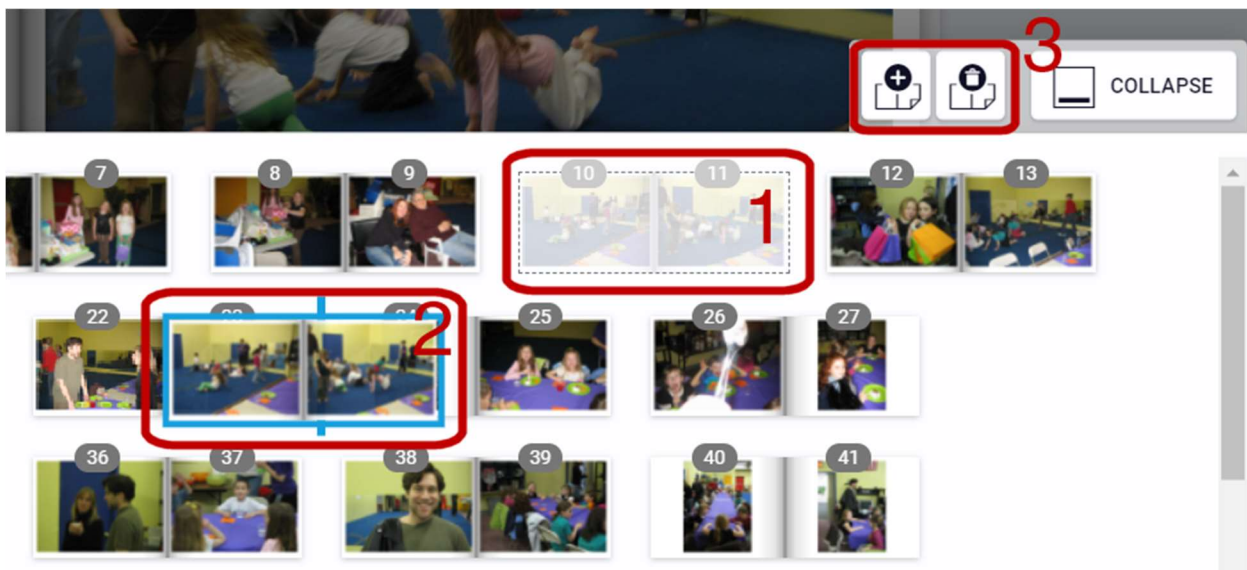


## How to move, add and delete pages

You can move sets of two open pages by tapping the **REORGANIZE** button.



1. Tap a set of two pages.
2. Drag the two-page spread to a spot between other pages until a **vertical blue bar** appears. When you release the pages, they will move to their new position.



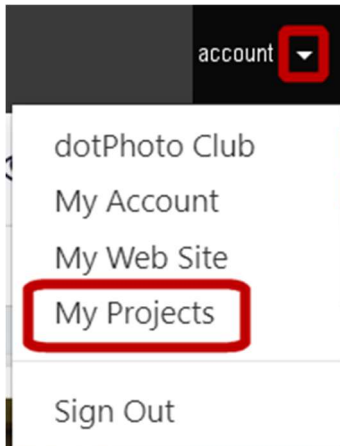
3. To add blank two-page sets, tap the **PLUS** button. To delete a two-page set, tap a two-page set, and then tap the **TRASH CAN** button.

## Save your book as a project on dotphoto

You can save your book design as a dotphoto project so that you can work on it over multiple sessions. You can also use a project design as the basis for your next book.



To retrieve a book project, tap on the **down arrow** in the upper right and choose **My Projects**.



Tap on a book project to open and edit it.

