Online Pixajoy Editor User Guide

- Mini Layflat Lite Hardcover 5.7" x 4.2" (Portrait), 16 Pages

STEP 1: Select Book Type and Size

1.1 Go to http://www.pixajoy.com.my/ready-templates . Select your favourite category of Pre-Designed Theme Templates.

1.2 Choose **Download Method - Online Version** (** DON'T tick the Desktop version)

1.3 Select **Book Size – 5.7" x 4.2" Portrait**

1.4 Select **Book Type - Mini Layflat Lite**

1.5 Choose your favourite layouts and click **"Start a Blank Project"** or **"Make a Book"**

STEP 2: Create a new Project

Start your project by selecting **Online Method** > Click **"Make a Book"**

STEP 3: Sign In / Sign Up

Sign in with your username and password or Sign up for membership if you don't have one.

STEP 4: Start Your Project

Click on the " " icon to upload your photo from your photo folder. The photos will be loaded into the Picture Manager and are ready to use.

Start your project by simply dragging and dropping the photo onto the page.
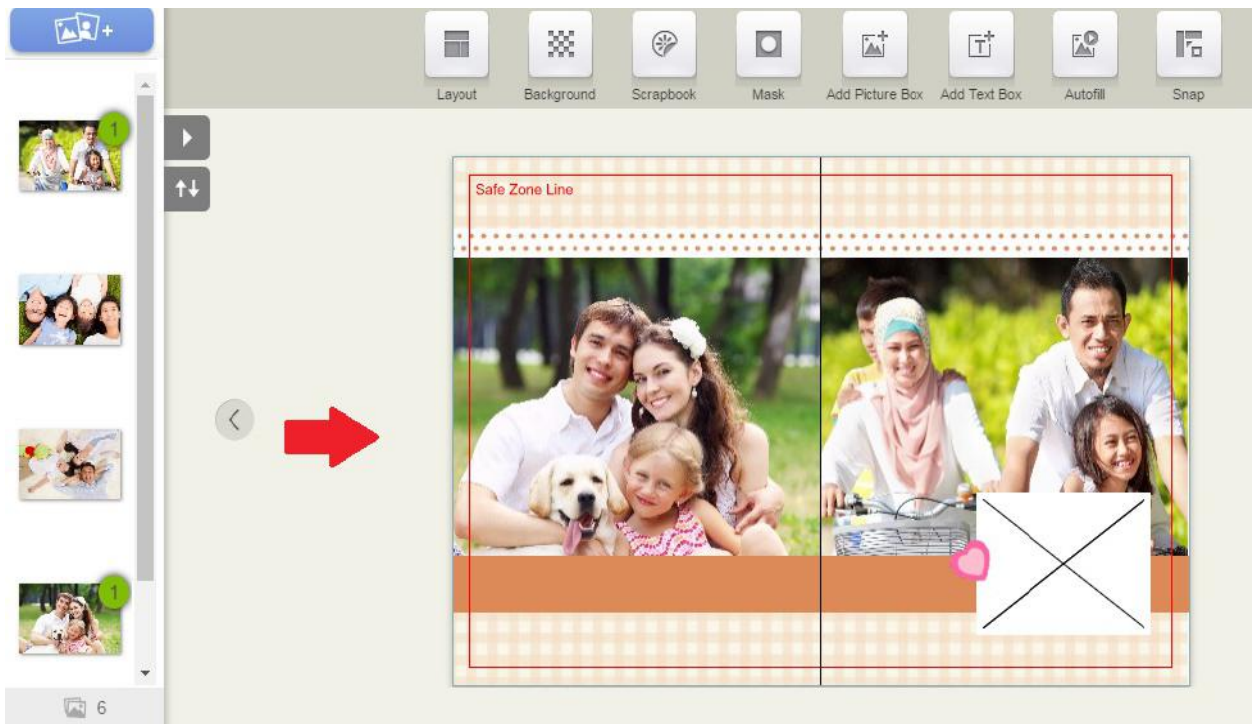
Note: *Make sure the green progress bar below your photo is completely gone before closing your project to avoid "missing picture" when submitting your order*

Tips:

- **Editing Tips - How to layout your photo book safely:**
  http://www.pixajoy.com.my/branding/pixajoy/pdf/how-to-layout-your-photos-safely.pdf

STEP 5: Save Your Project

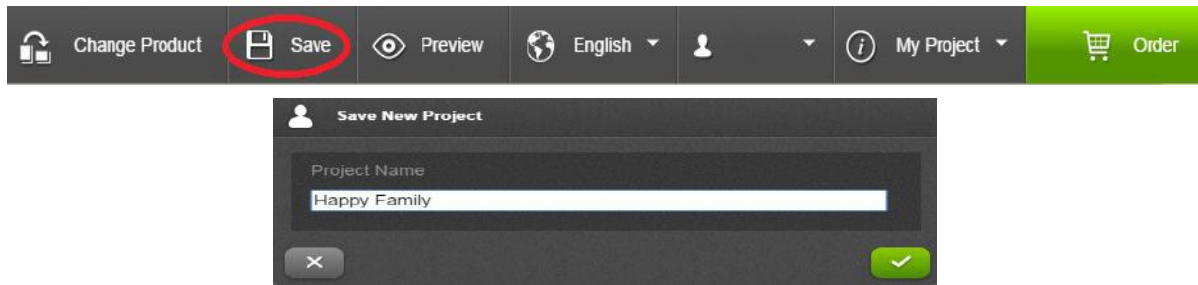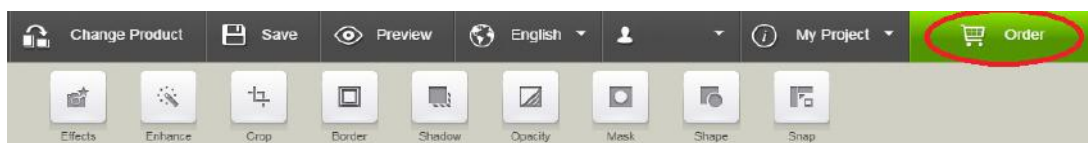Click the **"Save"** button to fill in the project name and save your project.

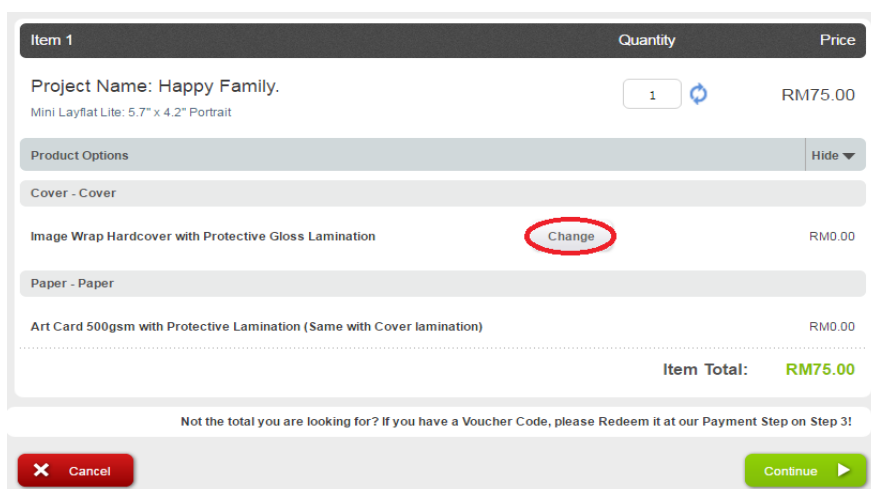## STEP 6: Place Your Order

6.1 Add Your Order to Shopping Cart

Click on the green Shopping Cart **Order** button to add your order to the Shopping Cart.

6.2 Order Details

You can choose the lamination options by clicking **"Change"** button. Once you have selected your book options, click **Continue**

Note: *For more details information about paper lamination, kindly visit* http://www.pixajoy.com.my/about-us/quality-overview *> Paper Quality*

6.3 Shipping / Billing Details

You will confirm the **shipping address** and the **shipping method** you wish to send your order. To change the shipping address, click **Change**. A new window will pop out to change the address details.

6.4 Code / Payment Method

Enter your eVoucher Code (if you are using any discount / promotional code) at the column and click **"Redeem"**

Choose which payment method you prefer, and confirm the order.

STEP 7: Order Confirmation

Once your order is accepted, the order confirmation screen is displayed along with your **Order Number.** Project file will be uploaded to the server automatically once your order is successfully submitted.
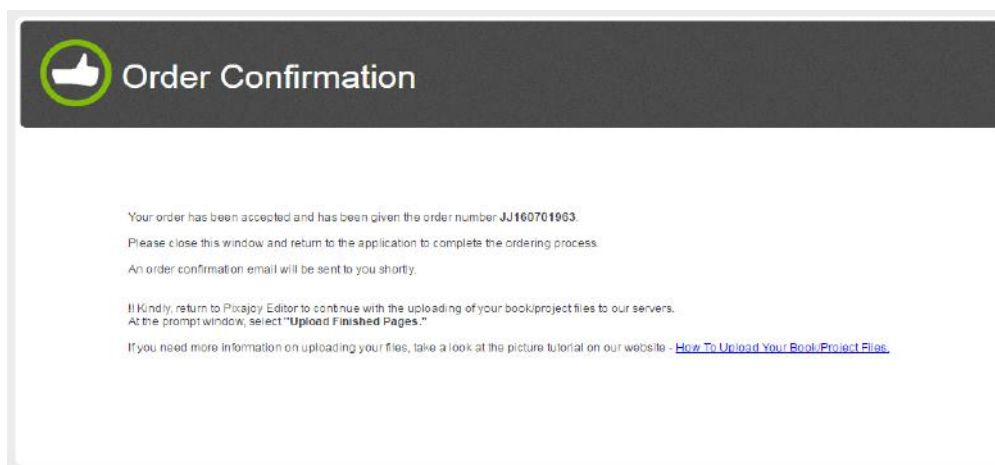
STEP 8: Order Status

Order details can be checked at - "**My Orders"** in http://www.pixajoy.com.my/my-orders