

# Yearbook Wizard Quick Start Guide

## System Requirements

Internet Explorer 8 or higher <b>OR</b> Mozilla Firefox 14 or higher	Broadband internet connection
1280x1024 monitor resolution (1024x768 minimum)	Flash Player 10 or higher

## Login

Log in to Yearbook Wizard at **yearbookwizard.com**. Enter the SchoolID, Username and Password provided by your local Inter-State Studio representative. Please note the *About Us* and *Contact Us* links for more information about Inter-State Studio and Yearbook Wizard.

## Initial Setup

When you first log in, you will be directed to *Yearbook Wizard Initial Setup* where you will select options to set up your school's yearbook. Click *Next* to setup your yearbook! We've provided previews for almost every option available so you know exactly what they look like. You will see a Current Settings Summary that shows the settings you chose at each step as you progress through the Initial Setup.

### Step 1: Import Settings From Last Year

- A. Click the checkbox next to each custom template you created last year that you want to import into this yearbook.
- B. Click the checkbox next to *Yes, use these settings in this year's yearbook* to use the yearbook settings you used in your yearbook last year.
- C. Click *Next* to continue. (Please note, if you did not build a book with us last year or if we do not have enough information available, you will not be able to import any templates or settings.)

### Step 2: Choose Style/Theme

- A. Choose one of our preset Styles for your yearbook. Each Style contains preset Yearbook and Class Page settings.
- B. Choose one of our Themes instead of OR in addition to a Style. Each Theme contains a yearbook cover along with matching page backgrounds and borders that will be placed on every page in your yearbook. These Themes correspond with the 2012-2013 Yearbook Cover Design Selector.
- C. Click *Next* to continue or *Prev* to return to the previous step.

### Step 3: Choose Cover

- A. Choose the cover you want for your yearbook. If you chose a Theme your cover will be preselected in this section. You can choose a different cover if you want and we will keep the background and border selections from your Theme selection.
- B. Click *Next* to continue or *Prev* to return to the previous step.

### Step 4: Preferences

- A. Customize any yearbook setting in this section. We have included previews for most options so you can see exactly what that option will look like in your book.
- B. Click *Next* to continue or *Prev* to return to the previous step.

### Step 5: Build Your Book!

- A. View a summary of all the yearbook settings you have selected for your yearbook. If you wish to make any changes, click the *Prev* button to return to the previous step, otherwise click *Build Book!*

We will now build your yearbook with the settings you chose during the Initial Setup. If we took your school's pictures, and that photography is ready, your school's images and data will be imported into your book as well. See the manual and video tutorials for more help building your yearbook. Please note, any setting or option you choose during the Initial Setup can be changed after your book has been built in the Settings menu.

## Additional Help

For additional information and help, click the *Help* link for our complete Yearbook Wizard manual or to view video tutorials and FAQ's. You can also click *Customer Service* to chat with a live agent or email us at [techsupport@inter-state.com](mailto:techsupport@inter-state.com). To contact support via phone, call 1-800-821-7923 x4257.

## Support/Help

### Yearbook Wizard Manual

[Yearbook Wizard Manual \(PDF - 4MB\)](#)

[Yearbook Wizard Quick Guide \(PDF - 4MB\)](#)

### FAQ

[How do I change the template used on a page?](#)

[Why do I get an error trying to view my proof?](#)

[How do I change the order of my yearbook pages?](#)

[Why can't I change the order of my class pages in the Page Order?](#)

[How do I use a different image for a student on their class page?](#)

[How do I install the Image Uploader](#)

[How do I upload images to the Library](#)

[How do I Crop Candid Images](#)

[How do I edit images inside the Image Library](#)

[How do I choose the Portrait Node Shape and Background](#)

## Tutorial Videos

Choose A Video



## Customer Service

### Online Chat

Chat with an Inter-State Studio Representative Live!

*Available Monday-Friday, 8am-5pm*



Live chat by **AliveChat**

### Phone

Need to speak with an Inter-State Studio Representative?

Call us at **1-800-821-7923 x4257**

### Email

Still have a question or suggestion? Use this form to contact an Inter-State Studio Representative via email:

Type

Email Address \*

Send