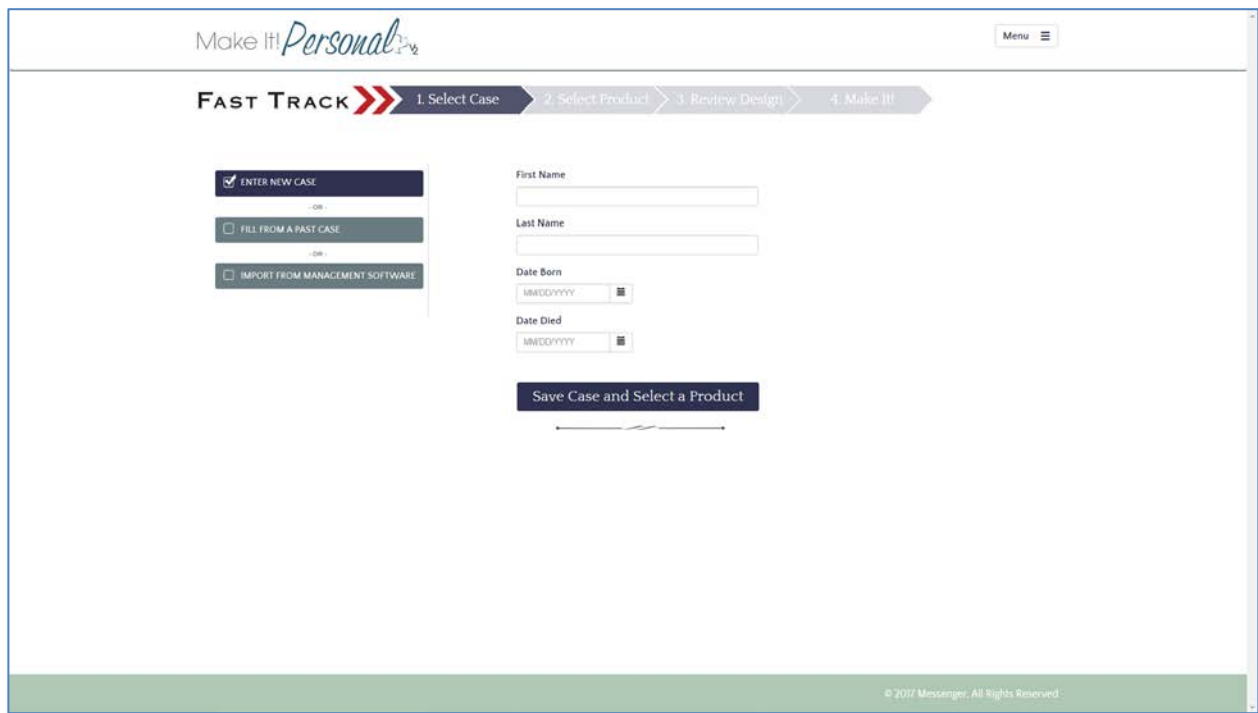# Creating Photo Books in the Fast Track

To create beautiful photo heirlooms for the families you serve, Make It! Personal's new Fast Track is quick and easy. The built-in templates that come with MIP are ready to go, but can be easily modified using the **Advanced Designer** when you need to that "little extra." For more information on the differences between the FastTrack and the Advanced Designer, click here.

Once logged in, you will land on the following home screen – step # 1 of the FastTrack:

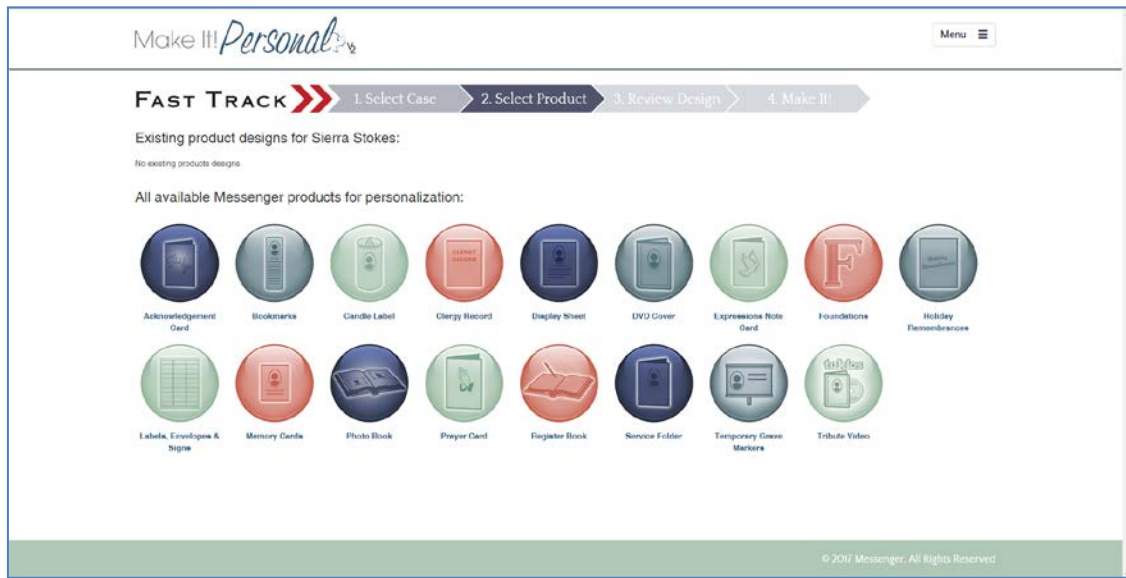## 1. Select Case

Select from **Enter New Case**, **Fill From Past Case**, or **Import From Management Software**.
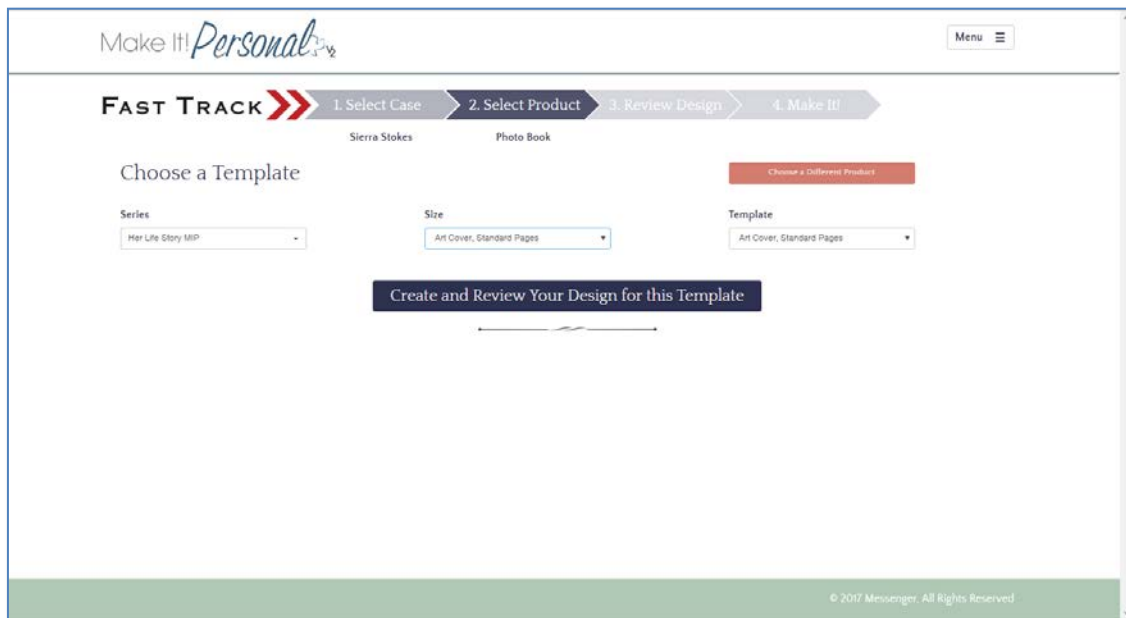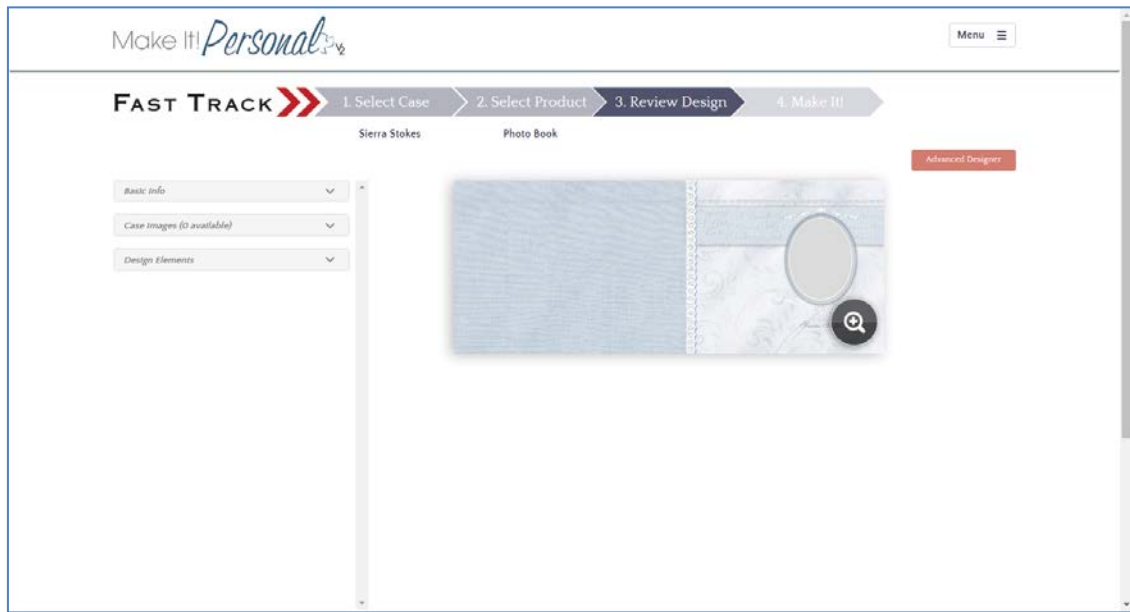
2. Select Product

Click on the product icon for Photo Book under **All available Messenger products for Personalization** and start a NEW design for the chosen case. If starting a new design, the next step is to choose a **Series** (theme), **Product Size**, and **Template.**

If you are resuming the design of a photo book that you worked on in a previous session, it will appear in the top section titled, Existing product designs for (case name).

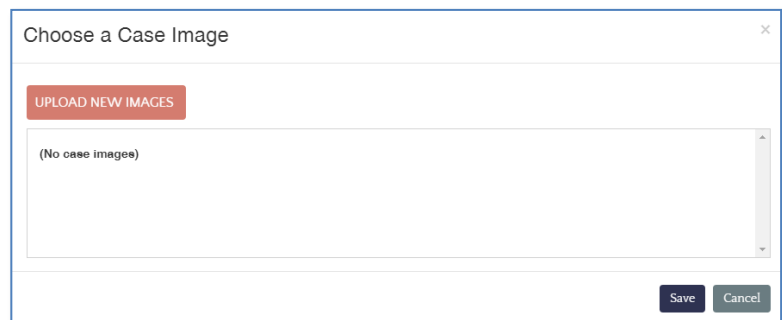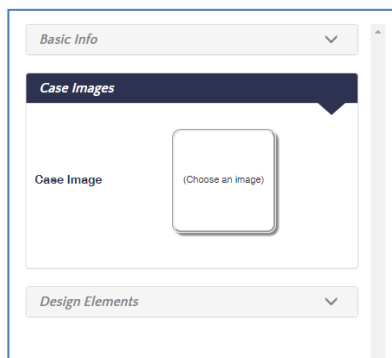**Choose a Template (Series, Size, and Template):**

3. Review Design

In this step you will review the pictures as they populate the picture placeholders present on each page of the photo book template and make sure they look their best.

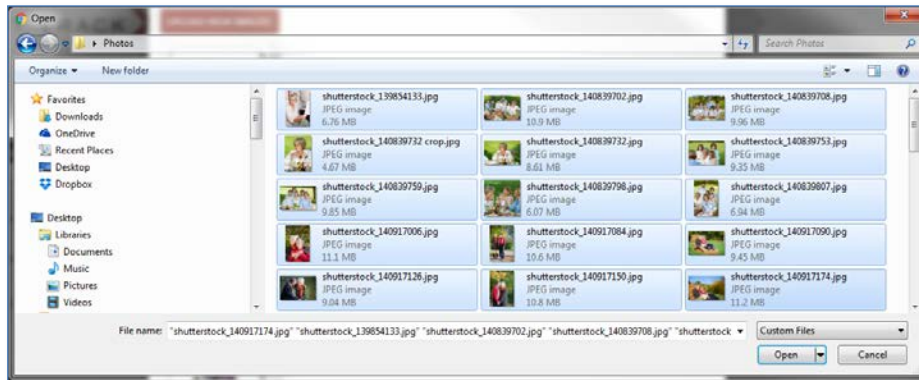*First you must upload images.*

Add Case Images

To load pictures while working in the Fast Track, click on the *Case Image* tab in the left panel. Then click "**Choose an Image**." A new box will open. Click the **Upload New Images** button.
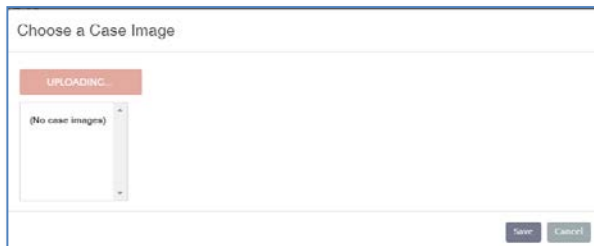
Navigate to the location where your images for this case are located.

To add multiple images, select the first image file in the folder, hold the shift key and select the last image file in the list. All pictures between and including the first and last in the list will be selected.
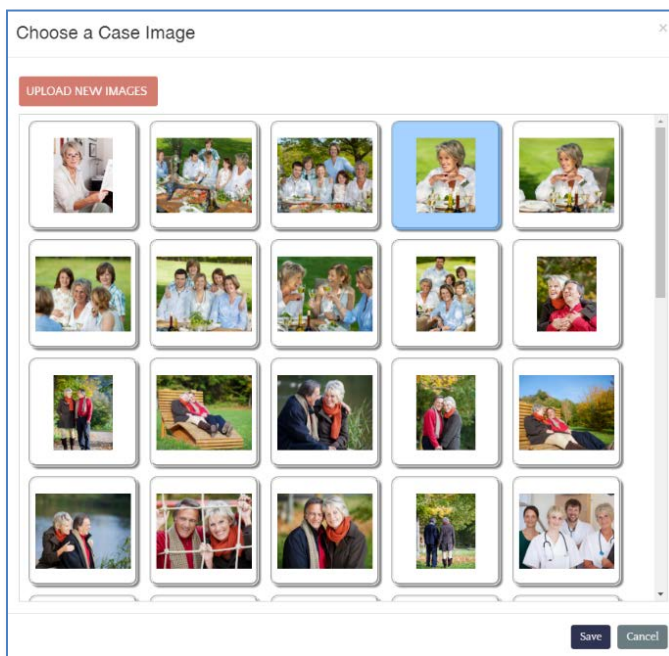
Click the **Open** button.

The images will now load into Make It! Personal...

And, be visible in the *Choose a Case Image* box.

IMPORTANT – Select the picture that you wish to populate the photo book panel you were first viewing. This will become the Default image for this case and will be placed in the first picture place holder.
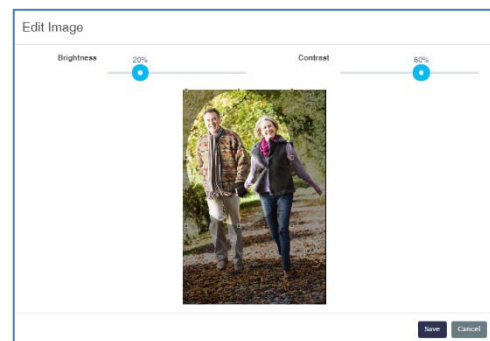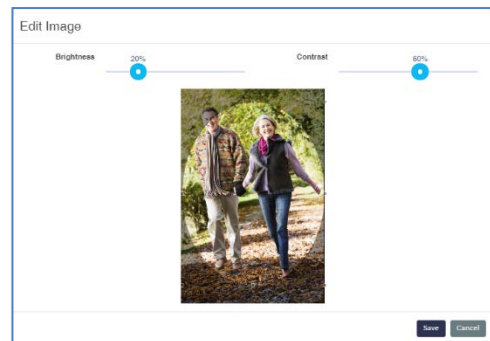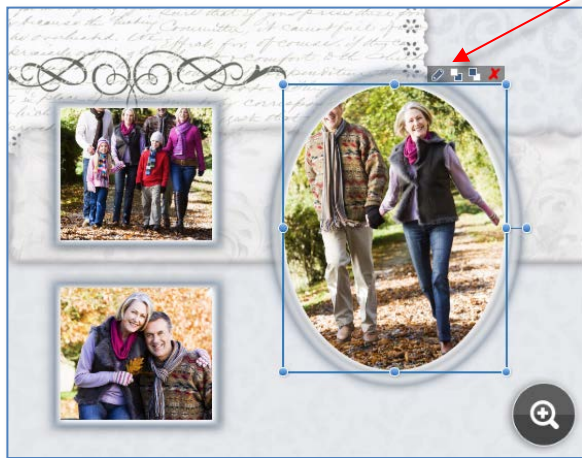
You will return to the photo book design and navigate through the pages of the template. Carefully review the pictures that have now populated the pages, ensuring that they are correctly cropped (how the picture is centered in the placeholder).

Make changes to any images necessary.

Clicking on the pencil in the top right corner of the picture opens up the Edit Image control box. Resizing and moving the cropping tool changes how the image will look on the photo book page.

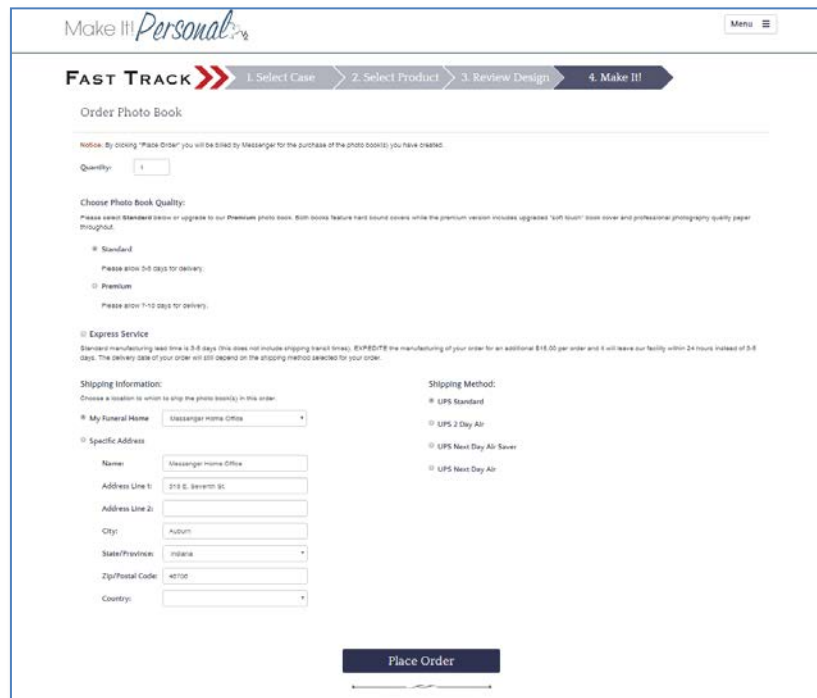Also, image brightness and contrast controls are available in this box.

Make changes to other pictures as needed. If you feel changes need to be made to the template components or layout you will need to work in the Advanced Designer. For more info on switching to the Advanced Designer, click here.

3. Review Design

When you are satisfied that your photo book is ready to be ordered, click the **Save Case and Order** button.

The *Order Photo Book* box opens:

Enter the quantity of photo books you are ordering, *Standard* or *Premium* photo book quality, the shipping address, and the shipping method. While the photo book is being created, you should avoid using your web browser as there is much happening behind the scenes. Go ahead and use your computer, just let Make It! Personal do its job for a few minutes. It won't take long for your photo book to be made!

Congratulations! You have just created something your family will cherish forever.