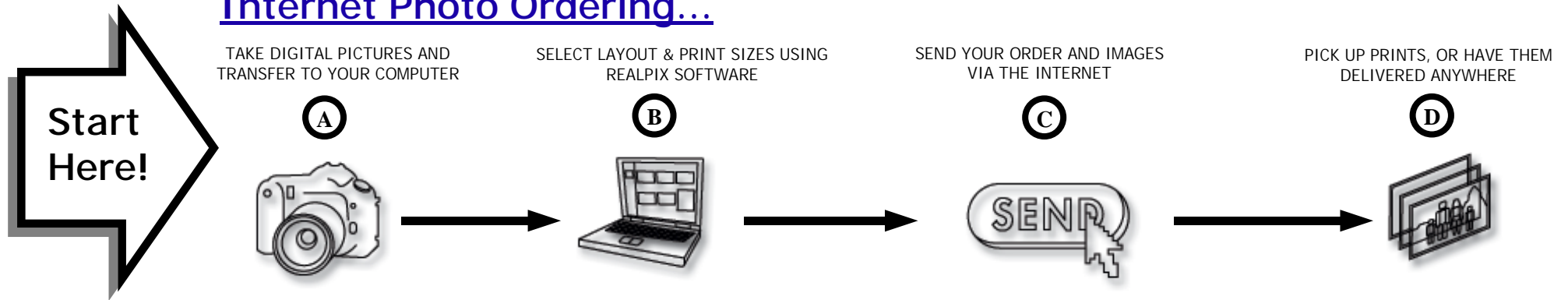




RealPix Quick Start Guide

Your guide to Internet Photo Ordering using RealPix, We will take you through the process of turning your digital images into high quality, professionally-printed REAL photographs that you can order and pay for from home... We even deliver to family or friends!

Internet Photo Ordering...



1 Pre-Installation Checklist

Before installing the RealPix software, there are a number of things you can do to ensure a successful installation.

- A live Internet connection (very important).
- Minimum computer requirements.** You should have a computer with Windows 98 operating system or above, 64Mb+ RAM, 20Mb hard disk space, a standard SVGA monitor or better, Internet Explorer v5+ and a CD-ROM drive.
- The RealPix **Installation CD-ROM**, or the RealPix **Setup.exe** file that has been downloaded from our web site and saved to your hard drive.
- A valid email address (please have this handy).
- Ensure you have all critical updates for windows installed check at: <http://windowsupdate.microsoft.com> and follow the prompts.

2 Installing RealPix

RealPix CD-ROM

- a) Place the RealPix Installation CD into the CD-drawer of your computer.
- b) It will start automatically. If not, using **Windows Explorer**, browse to your CD-ROM drive (often the **d:** drive) , then double click on the **Setup.exe** file. Follow the prompts on the **Installation Wizard**.
- c) On the last wizard screen, Click **OK** to finish.



3 Starting RealPix

After Installation the program will auto start. The other two main ways to start the RealPix software are:

- a) Double click the icon on your Desktop (assuming you left the default options during Installation), or



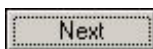
- b) Choose the RealPix(application) from:

⇒ Start > Programs > RealPix(folder)

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Personalising RealPix

- ◆ Pen & paper (for password)
- ◆ Live Internet connection
- ◆ Your email address
- ◆ **NOTE:** Your Installation cd will be pre-configured to your RealPix store. If you have downloaded this program from the web you will need an activation key. This will be listed on the download page.



- Follow the **Activation Wizard prompts**. Click the "Next" buttons to progress through the activation wizard. After each section is completed, the appropriate icon will have a green tick on it.
- Enter your user details.** Ensure that you have a valid and accurate email address. Click *Next*.



- Enter your **email address** and nominate a **password**. **Note:** Use a password of your choice, then write it down and store it somewhere safe. The password is NOT case sensitive. Click *Next*...
- Set Up Completed.** You will reach the final wizard screen – click *OK*.



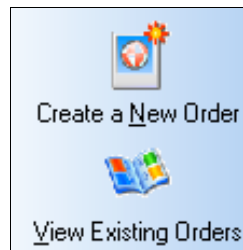
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Create a New Order



- ◆ Internet connection
- ◆ Digital images
- ◆ Email address
- ◆ Web browser (Internet Explorer)

- Click the **Create a New Order** button. A button & menu option is situated near the top left of the screen.
- The **Add Pictures** screen appears, headed by the horizontal **Order Progress** bar.
- Click on the **Add Pictures** button, the first button on the **Order Progress** bar. Select digital image(s) from your computer filing system, then click the **Open** button. **Note:** there are *minimum image resolutions* that are required for quality prints to be produced.



- Select **all of your pictures** after they appear in the **Add Pictures** window, by clicking the select all button. The **Order Table** will appear at the bottom of the screen.
- Enter quantities in the Quantity box** next to the appropriate products—prices will appear above the pictures. **Note:** The products and prices you see will be from the photo lab you have connected to.



- [Optional Step] **Resize, Rotate or crop your pictures.** To do this, double click on one of the pictures on the screen. A new window will appear that allows you to alter the view of the picture. Hold your mouse down on the image to drag it within the cropping window.

Click a side image to select different products/print sizes



Use the tools to adjust the layout of the selected picture

- Use the tools to adjust the view of your selected picture—zoom in or change the orientation (portrait or landscape). Once you have finished, click the **OK** button. **Note:** If you have entered quantities in more than one cell of the **Order Table**, click on a small image in the **Prints Sidebar** (representing different print sizes), wait for the image to appear in the main window, then alter the view using the tools.



- Click the **Order Details** (details confirmation) icon once you are satisfied with the order.
- On the **Order Details** screen, ensure the delivery and contact details are correct, especially the email address. Click the **Order Payment** icon on the **Order Progress** bar.



- Enter Credit Card details into the **Order Payment** screen, then click the **OK** button. You will be presented with an on-screen **acknowledgement** of your order. (A **Tax Invoice** will be provided to you when the order is processed.)

- Click the **submit and upload** button. A dialogue box will appear indicating the status of your upload. **Note:** This could take several minutes depending on your connection speed, image resolution & number of images.



- Note:** This option is only available with some stores. When the upload to your photo processing lab is complete, click the **View Online** button.



Note: The **View Online** button takes you to your images on our website. From there you can order reprints from your images and create and share albums and postcards with friends and relatives.



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Reviewing Orders

To view your past or present orders:

- Choose **View Existing Order** from the side bar (if on home tab), then click on the appropriate order in the **Order History Table**.

