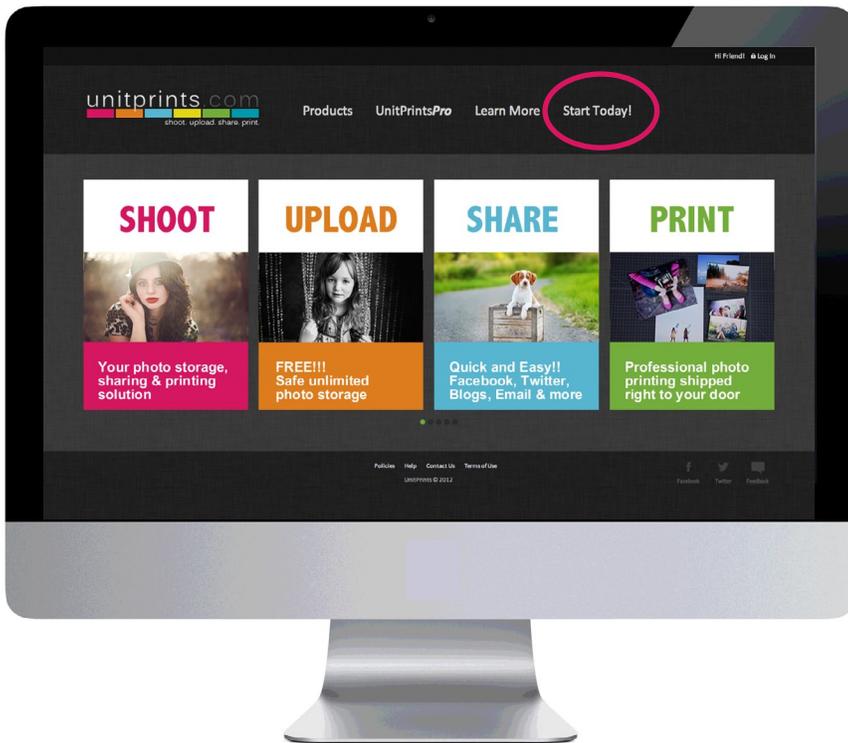


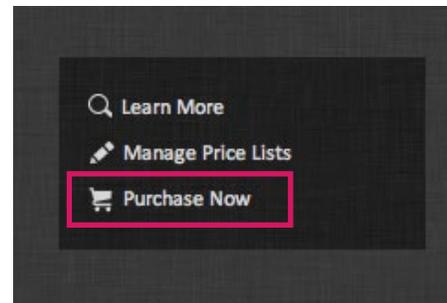
How To: UnitPrints Pro Account.



Option 1: Sign up for an account.
Go to www.unitprints.com and click on "Start Today!"

Fill out your name, user name, e-mail, and password.

Option 2: If you already have a unitprints.com account and you would like to upgrade to UnitPrints Pro, click on "Unitprints Pro" at the top of the menu and then Purchase Now on the right side menu. (You also have the option to start a Free Trial for a limited period of time).



unitprints.com
shoot. upload. share. print.

Products UnitPrintsPro Learn More Start Today!

Create New Account

Don't have an account? No worries! Just enter your e-mail address and a password below to start.

Full Name Example: John Smith

User Name Example: smithy23 (no spaces or special characters, please!)

Email Example: jsmith@example.com

Password

Repeat Password (just to be safe)

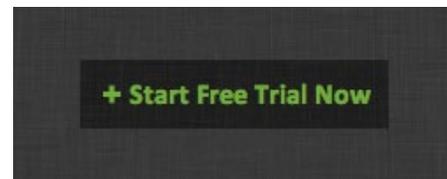
I agree to the [terms of use](#), and authorize UnitPrints to use my email address to notify me of order information.

[+ Create My Account](#)

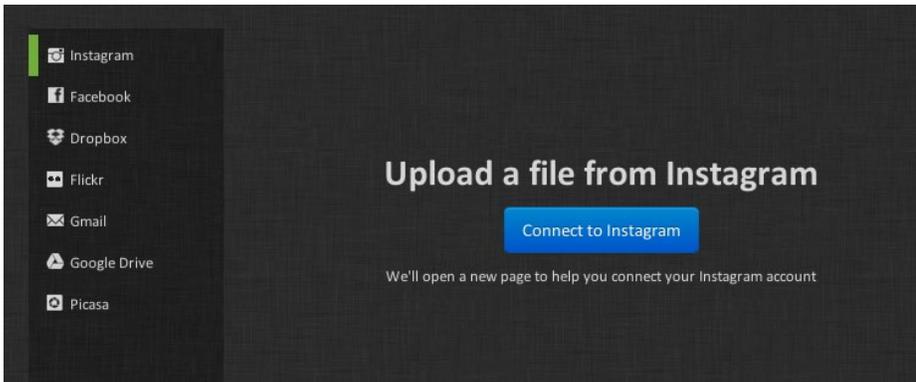
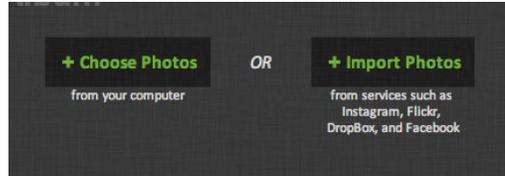
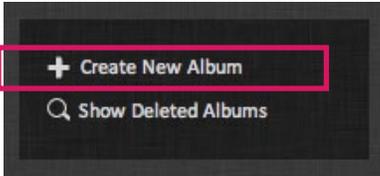
unitprints.com
shoot. upload. share. print.

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Uploading Images



Log in to UnitPrints, and from the menu at the top of the screen click 'Albums'.

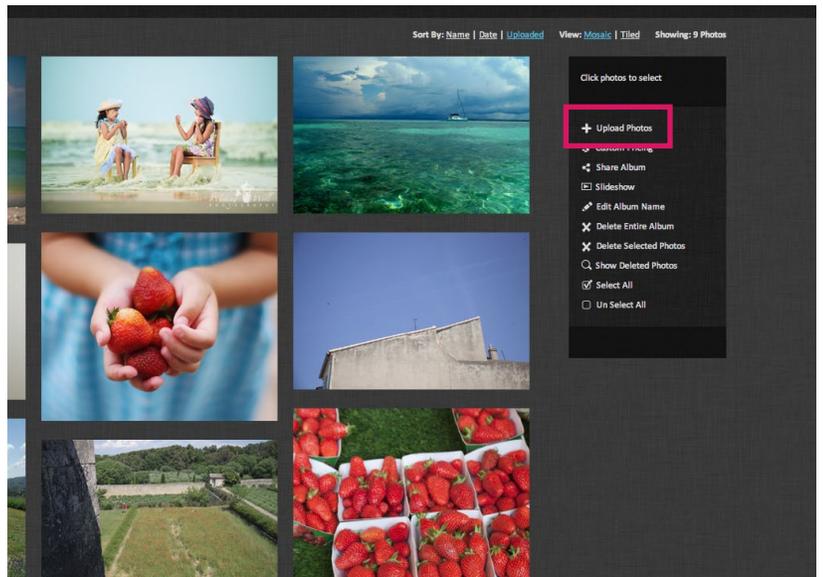
Then, on the sidebar on the right side of the screen, click 'Create New Album'. When you make a new album, UnitPrints will ask you to begin uploading photos. You may choose to upload photos from your computer or from services such as Instagram, Flickr, DropBox, and Facebook. You will need to login to your other accounts.

To add additional images to an album click the "+ Upload Photos" button along the right sidebar.

Troubleshooting:

Issue : 'Error 400' displays during upload
If you see an error message that reads 'Error 400', this usually means your Adobe Flash Player is not sending the proper HTTP headers. Simply shut down your browser (File -> Quit), and then re-launch the browser, and the issue should correct itself. If you continue to experience this issue, please Contact Us for additional support.

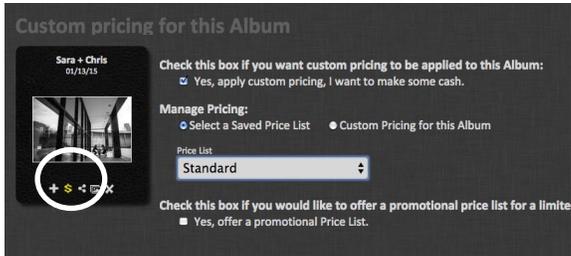
Issue : No 'Upload Photos' button
Sometimes, when on the upload photos page, the large green 'Upload Photos' button will not display. This is usually due to not having Adobe Flash Player installed (or having an old version or broken install of Adobe Flash). To correct this issue, simply Install the newest version of Adobe Flash.



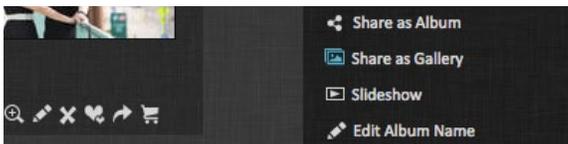
Client Galleries

Easily sell prints and digital downloads to customers with client galleries.

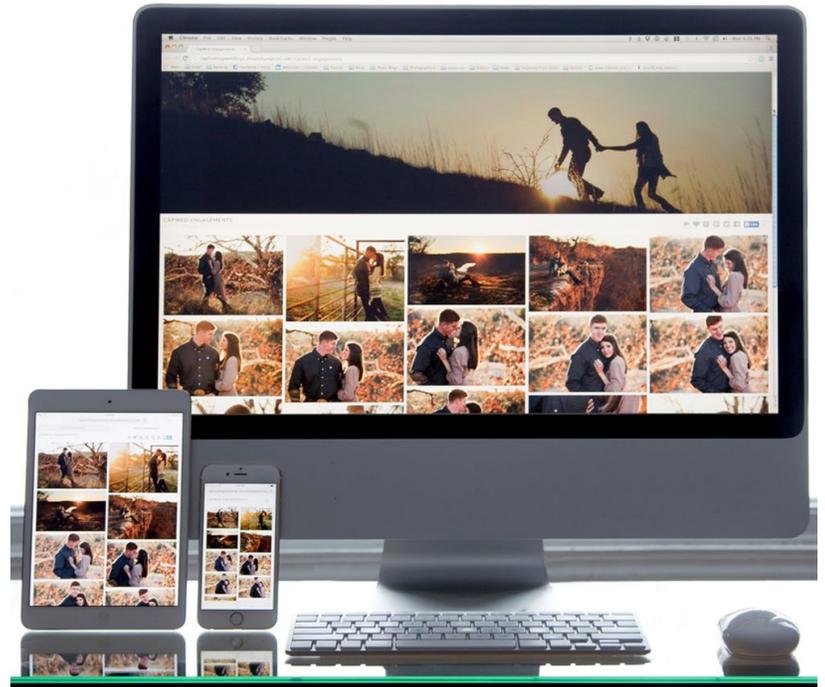
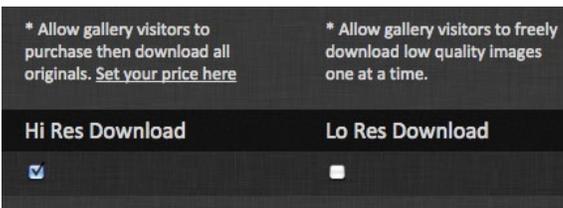
1. Create a new album and upload unlimited photos.
2. Set custom pricing for prints and downloads by clicking the  icon (see page 7 for more details).



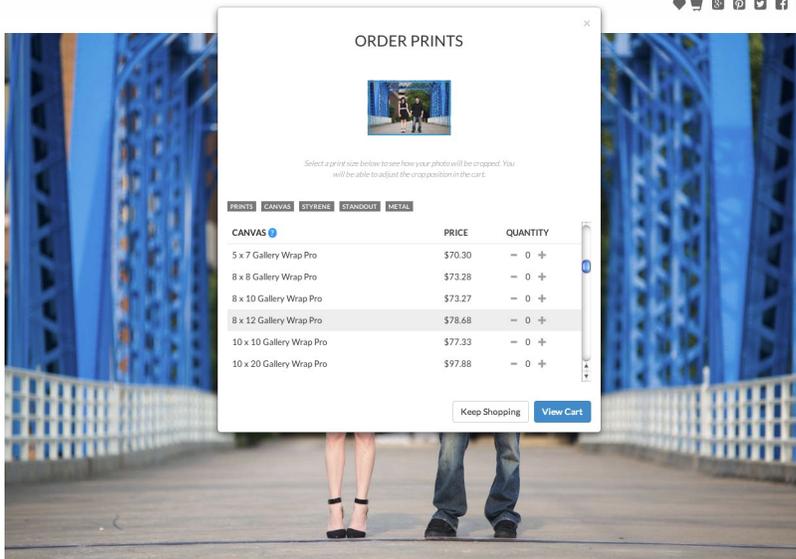
3. Share the album as a gallery by clicking 



4. Be sure to click the check box to allow high resolution and/or low resolution image downloads.



Clients can easily order prints directly from the gallery by simply clicking on an image then selecting the shopping cart icon. Photographers have complete control over how digital files are delivered. Clients can purchase high resolution digital downloads of the entire gallery from the shopping cart or download individual free low resolution files via the download button.



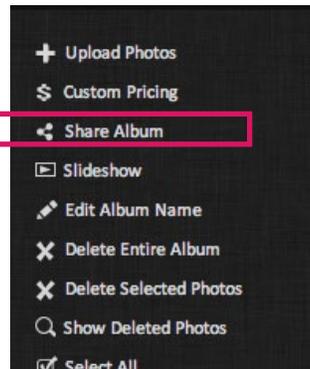
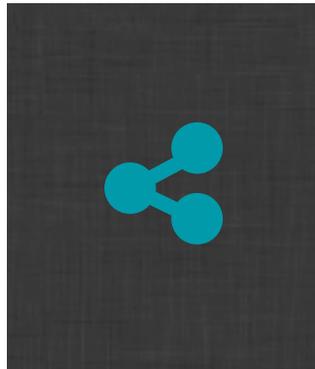
How do I get paid?

Once client checkout is complete, all UnitPrintsPro commission free payouts happen on the fly and are immediately deposited to your account using PayPal's instant payment technology. Note: You must already have an active PayPal account set up. PayPal charges a 2.9% + \$0.30 processing fee per transaction.

After each order is placed, prints are then shipped directly to your client.

Sharing Albums

Easily sell prints to clients with albums.



To share an album, click on the share icon underneath the album cover located on the Albums page or the “share” button on the right panel after you enter the album.

Depending on your needs, choose from several options to share albums with your clients, friends and family.

Share more privately through an e-mail or publicly through Twitter, Facebook, Pinterest or a public link.

Choose one of these options for Sharing this Album:

- Email
- Twitter
- Facebook
- Public Link
- Pinterest

Choose one of these options for Sharing this Album:

- Email
- Twitter
- Facebook
- Public Link
- Pinterest

Your Friend's Email: (only one email address at a time)

Your Name:

Optional Message:

Proofing Album

By selecting **Proofing Album**, you are allowing access to this album without a UnitPrints account. All other permissions granted below will be available only after the person you share this album with logs into UnitPrints.

- Allow Individual Image and Album Download, high res (full size file)
- Allow Individual Image Download, low res (72 dpi for fb, twitter, etc.)
- Allow advanced edits on the Photos in this Album
- Allow Others to Share Socially

Share

Sharing Albums

Choose one of these options for Sharing this Album:

- Email
- Twitter
- Facebook
- Public Link
-  Pinterest

Your Friend's Email: (only one email address at a time)

Your Name:

Optional Message:

Proofing Album
By selecting **Proofing Album**, you are allowing access to this album without a UnitPrints account. All other permissions granted below will be available only after the person you share this album with logs into UnitPrints.

- Allow Individual Image and Album Download, high res (full size file)
- Allow Individual Image Download, low res (72 dpi for fb, twitter, etc.)
- Allow advanced edits on the Photos in this Album
- Allow Others to Share Socially

[Share](#)

Click 'Proofing Album' to showcase custom branding and to direct clients to a specified website.

Clients can download entire albums with ease.

Next, there are options to choose whether you would like to permit high resolution (full size) or low resolution (72 dpi) downloading of your album. Click the desired box. Allow individual image downloads or entire album downloads.

If you would like to allow advanced editing click the allow editing box. If you would like to promote social

Open Invitations for this Album

Invite Code	Proof Only (View All Images, No Login Required)	Sharing Method	Hi Res Download	Lo Res Download	Advanced Editing	Photo Sharing	Actions
49780-87826195212	Yes	sara@colorincprolab.com	No	Yes	No	No	 
50293-849897575633	Yes	saralowthian@ferris.edu	No	Yes	No	No	 

sharing by others, click the given box. Whenever you share an album with someone, they will have to accept your invitation. Open and accepted invitations will appear at the bottom of the screen when sharing.

[Accept this Invitation](#)

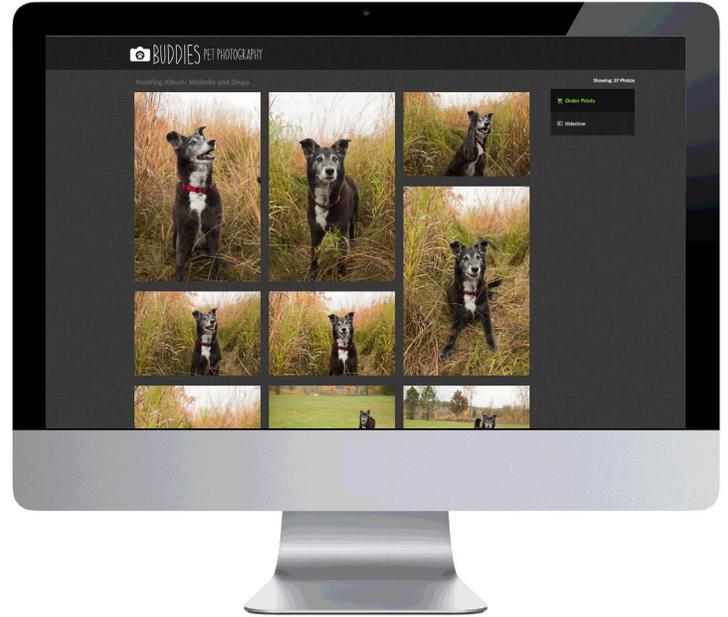
Gallery vs Album

with a UnitPrints PRO Account



Galleries Only

- Sell Prints Online with a Private URL
- Sell Digital Downloads
- Limited Product Selection
- Mobile Ready



Albums Only

- Full Product Offering Through Unitprints.com
- Custom Branding with Proofing Albums

Both Albums and Galleries

- Unlimited Free Uploads and Cloud Storage
- Unlimited Sharing with Custom Privacy Settings
- High Quality, Professional Printing
- Ability to Restrict Image Downloads
- Option to Allow Clients to Download High or Low Resolution Images
- Set Custom Price Lists
- Automatic Instant Payment to your PayPal Account at Client Checkout

Manage Price Lists

UnitPrints' Professional users set their own royalty prices, promotions, and custom price lists. You get to decide how much you get paid! Your clients will be able to order products through UnitPrints and your pre-determined custom pricing will pay your portion to your PayPal account.

The screenshot shows the top navigation bar with the UnitPrintsPro logo and the tagline 'shoot. upload. share. print. SELL.'. Navigation tabs include 'Albums', 'Orders', 'Products', and 'UnitPrintsPro' (highlighted with a red box). A 'Cart (empty)' icon is visible on the right. Below the navigation, the 'UnitPrintsPro' section shows 'Started' and 'Expires 03/06/2014 (233 days from now)'. A 'Manage Price Lists' button is highlighted with a red box.

Customizing Price Lists For Clients

UnitPrints has two separate price lists already set up. The promotional list calculates a 200% markup of the printing cost to you, or a minimum \$5.00 markup, whichever is greater. The standard list calculates a 400% markup with a \$5.00 minimum. You may use the default price lists, edit the current lists, or add new ones to fit your needs.

Note: Custom prices are applied to the base print price. Any extra charges for mounting, texture, coating, effects, or shipping are not included in calculating your custom prices

The 'My Price Lists' section includes a search filter 'Include Inactive Price Lists' and a '+ Add Another Price List' button (highlighted with a red box). Below is a table of price lists:

Name	Royalty %	Minimum Royalty	Active	
Promotional	200.00	5.00	<input checked="" type="checkbox"/>	<input type="checkbox"/> Edit <input type="checkbox"/> Delete
Standard	300.00	10.00	<input checked="" type="checkbox"/>	<input type="checkbox"/> Edit <input type="checkbox"/> Delete

The 'Price List: Promotional' configuration form shows the following fields:

- Markup Percent (%): 200.00
- Minimum Markup (\$): 5.00
- Price List Name: Promotional
- Active:

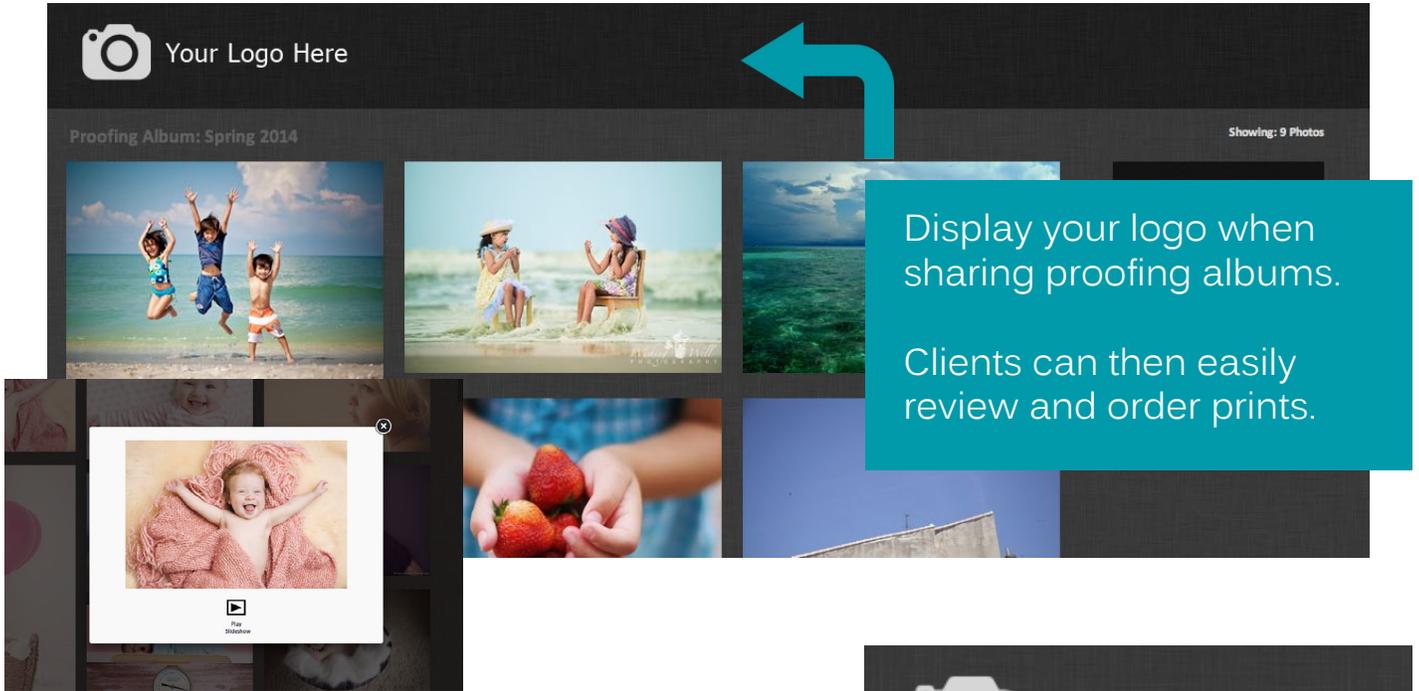
When editing your custom price list, choose a markup percent and a minimum markup amount. You also may override any prices calculated to customize even further. Simply click on the "Override" button next to each product and enter the desired amount.

Clients will only see the customer price and not the printing cost.

Product	Printing	Custom Price	Comments	Action	Customer Pays
3 x 3	0.30	5.00	MIN Markup	<input type="checkbox"/> Override	5.30
11 x 14	7.25	14.50	Markup Percent	<input type="checkbox"/> Override	21.75

Custom Branding

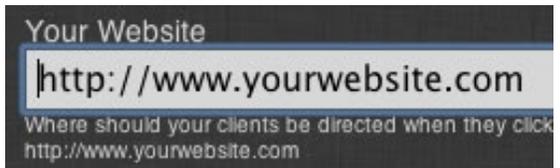
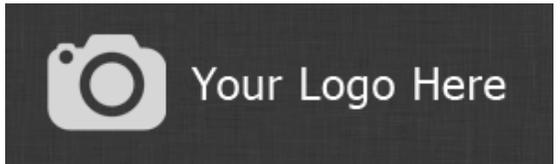
For Albums.



Upload your logo to customize shared proofing albums. Log in to UnitPrints, and from the menu at the top right click 'My Account'. Scroll to the Bottom of the screen, click 'Choose File' and select a PNG file to upload.

For the best results, a white or lighter tone logo with a transparent background is recommended.

When clients click on your logo they will be directed to a desired website. In 'My Account' enter your website.



When sharing an album click 'Proofing Album' to showcase your brand.



Choose one of these options for Sharing this Album:

- Email
- Twitter
- Facebook
- Public Link
- Pinterest

Your Friend's Email: (only one email address at a time)

Your Name:

Optional Message:

Proofing Album

By selecting Proofing Album, you are allowing access to this album without a UnitPrints account. All other permissions granted below will be available only after the person you share this album with has a UnitPrints account.

- Allow Download, high res (full size file)
- Allow Download, low res (72 dpi for fb, twitter, etc.)
- Allow advanced edits on the Photos in this Album
- Allow Others to Share Socially

Color Calibration

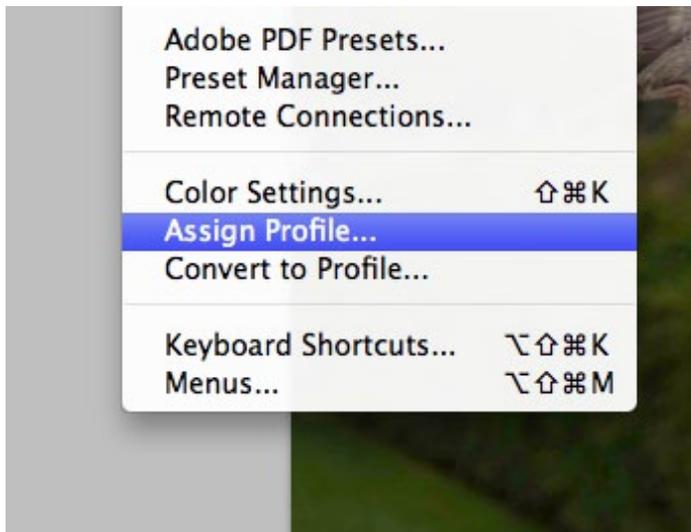
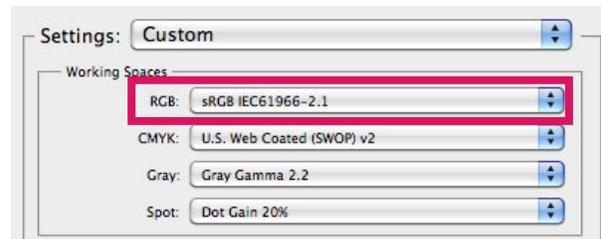
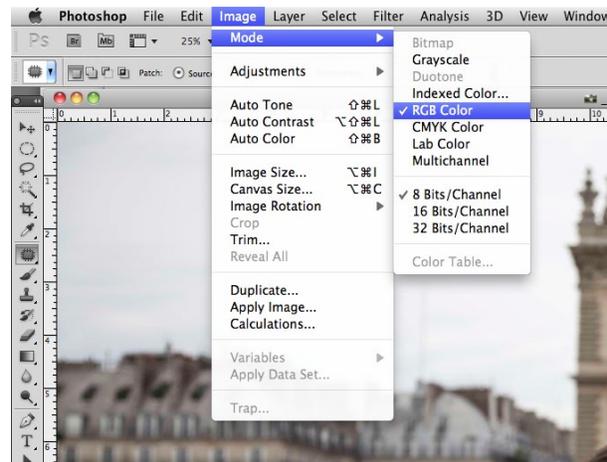
Color Profile:

All UnitPrints professional printers and lab machines use the sRGB color space for printing photographs. Please ensure all files submitted to UnitPrints are in this color space, and have this color profile attached.

You can ensure files are appropriately profiled, by making some small adjustments in Photoshop.

To edit color settings in Photoshop, click "Edit" -> "Color Settings". Be sure to set "RGB Working Space" to "sRGB IEC61966-2.1". This will set Photoshop to work with files in sRGB.

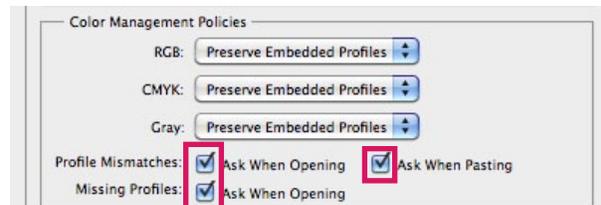
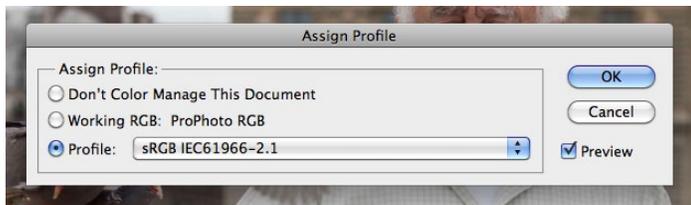
However, this alone does not convert your images to sRGB.



Individual images you are working with, will need to be assigned sRGB. To do this, click "Edit" -> "Assign Profile". Then select sRGB (from working profile, or the profile list) and click "Ok".

Photoshop can warn you when these settings are not correct, and correct them. Simply click "Edit" -> "Color Settings" and check the boxes labeled "Profile Mismatches" and "Missing Profiles". This will display a warning anytime you are editing a non-sRGB image, and offer to convert it for you.

The Color Management Policies option will also allow Photoshop to convert images for you.



Printing Images

Turnaround Times

UnitPrints strives to ship each order out as quickly and efficiently as possible!

Standard Orders:

Standard Print orders that do not contain any Metallic prints, Mounting or Finishing Services typically ship within 1 business day.

Metallic Orders & Finishing Services:

Orders containing Metallic prints, Mounting (Styrene, Standout) or Finishing Services (Texture or Coating) require an additional business day for processing and typically ship within 2 business days.

Gallery Wrapped Canvas, Madera Mounts & Metal Print Orders:

Orders containing Gallery Wrapped Canvases, Madera Mounts and Metal Prints require extended processing and typically ship within 5 business days.

Weekends and Holidays:

All orders received on weekends and holidays will begin production on the following business day.

Still have a question? E-mail us anytime at info@unitprints.com.