LustreColor Galleries

Adding an Album to an Event for Online Designing

#1 Logon and go to "All Events"

My Account	Events	Albums	Pricing & Payments	Reporting
Add Event	All Events	Print Orders	Photo Categories	Event Registrations

▼	(184492) Sam's Bar Mitzvah Album Design	12/06/2010	12/06/2011	NONE	17
▼	(185022) Michael and Matthew's Bnai Mitzvah	12/04/2010	12/21/2011	svcc	772
▼	(185271) Kristin and Tom's wedding	12/03/2010	12/27/2011	smile	861
	...d Brendan's Wedding Album	12/02/2010	12/02/2011	NONE	24
	...and Asmar's Album Design	12/01/2010	12/01/2011	NONE	26
	Brown and Christopher ...esign	11/30/2010	11/30/2011	NONE	23
	...r Mitzvah	11/27/2010	12/18/2011	smile	848
	...and Joseph's Album Design	11/26/2010	11/26/2011	NONE	22

Drop down menu:
- Thumbnails
- Event Options
- Email Link
- Album Options
- Favorites
- Proofs
- Coupon Codes

#2 Click on the triangle next to the event that requires an album setup.

#2a Then click on the Album Options link in the drop down menu.
A new window will appear; see the "Setting Up" an Album info below.

Setting Up an Album

My Account	Events	Albums	Pricing & Payments	Reporting
Albums	Template Sets	Background Sets	Albums to be Processed	

Album Name: _____

Password: _____

Allow Bride To Design: ◉ Yes ○ No

Album Style: Neuvision Coffee Table Book

Album Size: 10 x 10

Mat Set: All Templates

Background Set: All Backgrounds

Skip Cover Setup: ○ Yes ◉ No

Mode: ◉ Edit ○ Presentation

[Save]

#1—Create a Name for this album and enter a password.
Please Note!
The Album Name & Password MUST BE Unique!
(Different than the Event Name & Password.)

#2—Select the Album Type & Size you will be ordering

#3—We recommend the default setting for these options.

#4—Click _Save_ to complete the album setup.

#4a—After clicking on "Save," new window album management bar will open.

Event Albums

Album ID	Album Name	Password	Edit	Design	Presentation	Dupe	Delete	Email	Pick list	Album Design Service
34504	Kristin and Tom's album		Edit			Duplicate	Delete	Email Link	Pick List	
34806	test	test	Edit	Design		Duplicate	Delete	Email Link	Pick List	Request

The "Design" button opens our Online Designing software.

LustreColor Design Service is available to Archived events only.