

8th Grade Shout Out Instructions

School Code: 703032

Website: <https://buytheyearbook.pictavo.com/PictavoSchool/FindSchool>

Due Date: May 5th, 2022

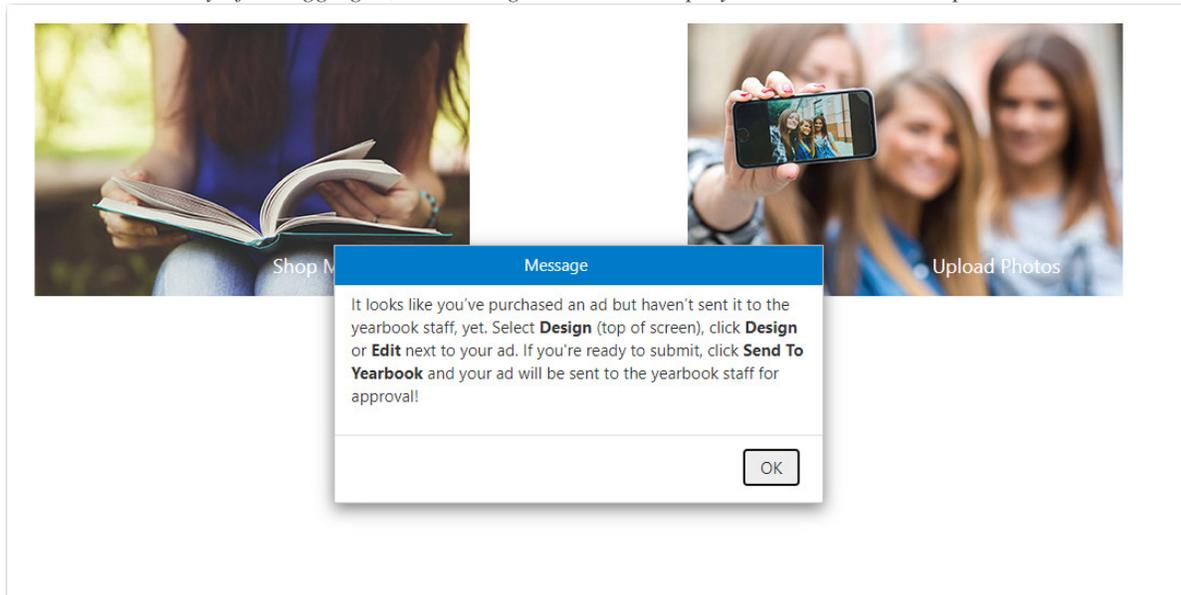
You can go to <http://commhelp.pictavo.com/design-your-ad> to find instructions that aid in designing your ad.

You can also reach out to Pictavo Technical Support at 800-290-0036 or answers@pictavo.com.

After purchasing an ad from your school on Pictavo Community, it's time to design it!

Log in to Pictavo Community and find the purchased ad in **Design**.

*NOTE: Immediately after logging in, the message below will display to aid in the next steps. Click **OK** to dismiss it.*



Click **Design** or **Edit** or **Submit** to upload images for your ad and begin designing it.



Full-Page Recognition Ad

for: Ads_08Full

QTY 1

Purchased 08/10/2018

[Remove](#)

[Edit or Submit](#)

Deadline to Submit: [See School For Deadline](#)

[File Requirements](#)



Full-Page Recognition Ad

for: Ads_09Full

QTY 1

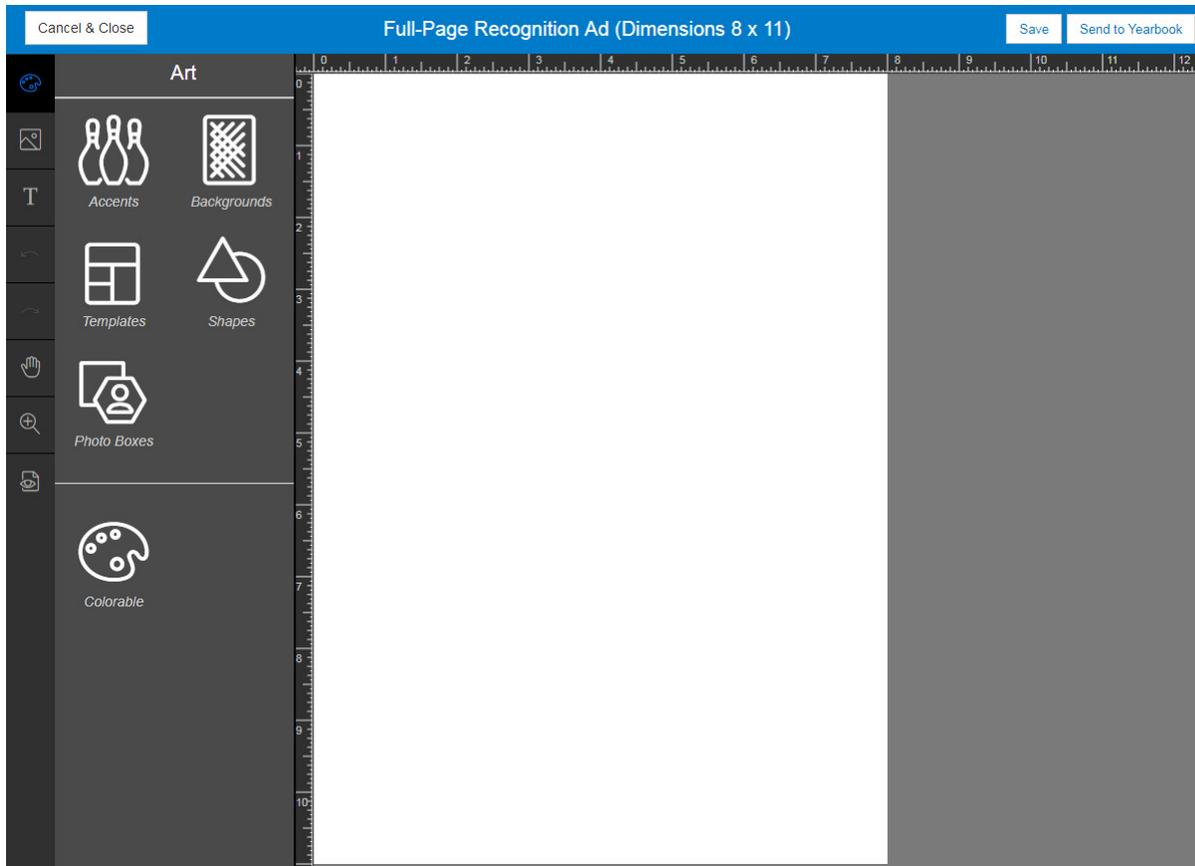
Purchased 08/10/2018

Deadline to Submit: [See School For Deadline](#)

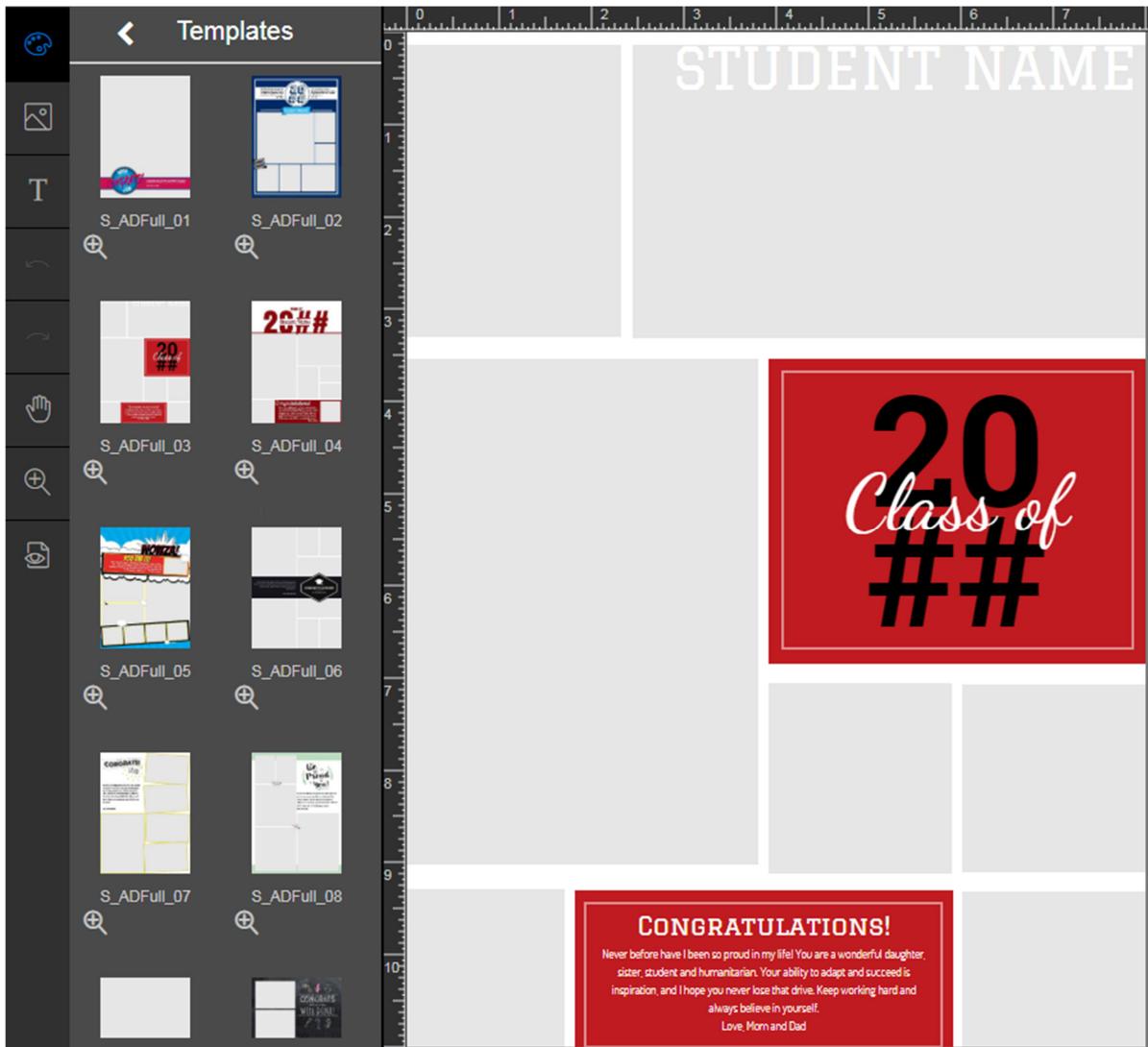
[Design](#)

[File Requirements](#)

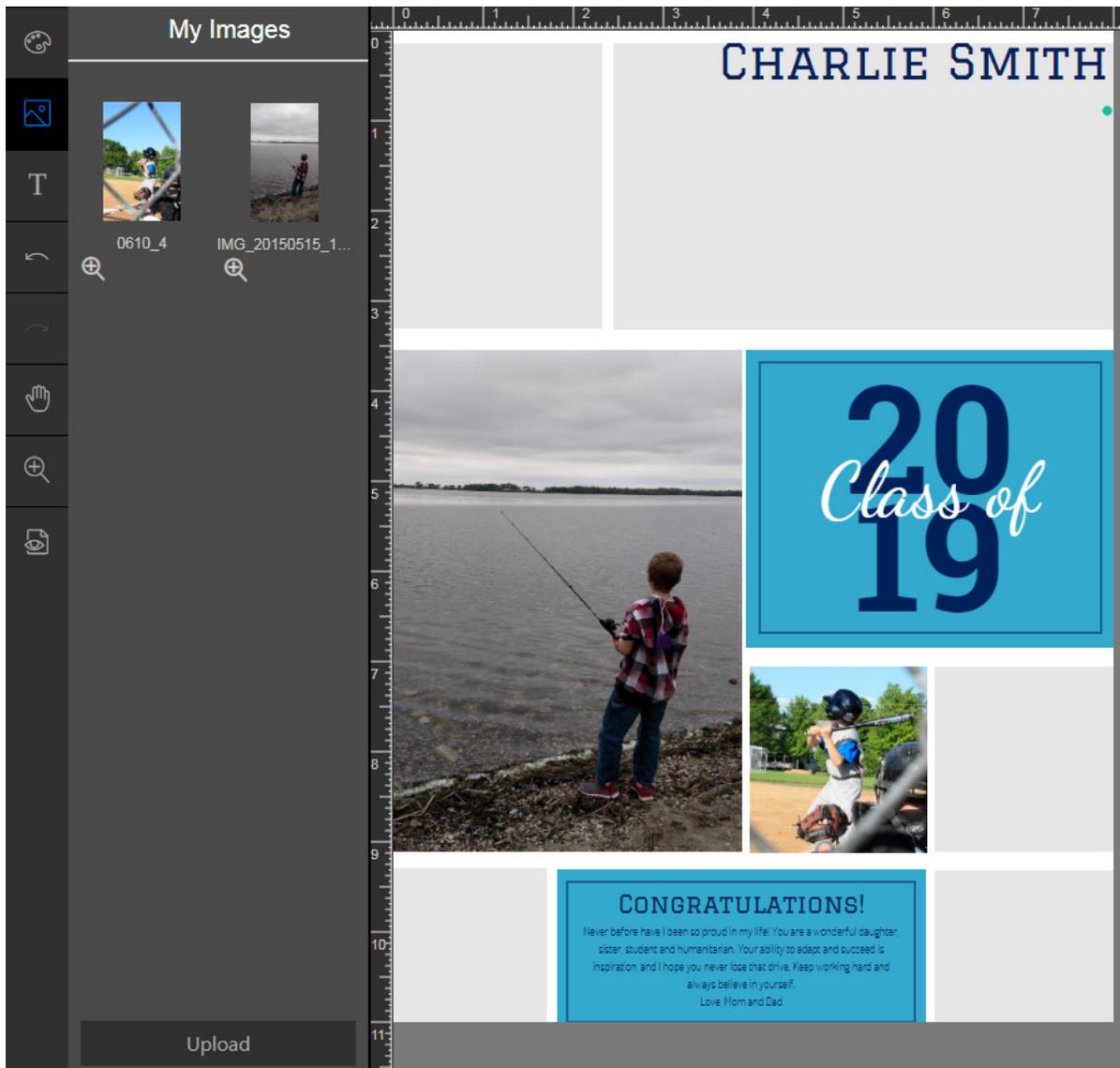
Once in the ad design area, click the **Art** icon to view Pictavo's art selection.



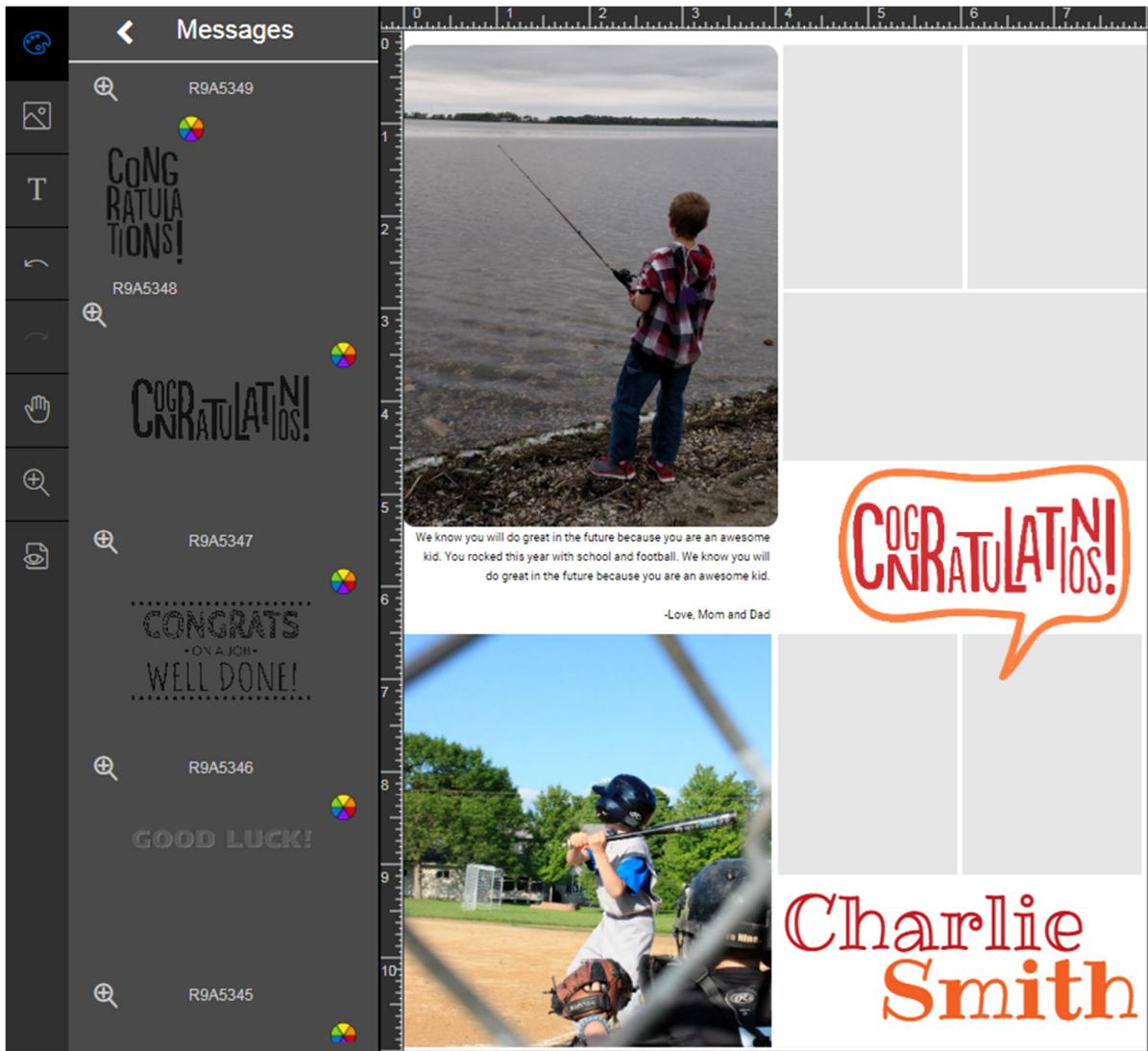
Most people find it easiest to start with a pre-designed template they can customize with their own photos and words. Click on the Templates album to see a preview of the designs available. Select your favorite and drag it on to the design space.



To add your own text, select a text box and begin typing. Change the font style, size and color to make your design unique. Edit the color, size and location of accent graphics by selecting and choosing from design options. Add photos by dragging and dropping them from your computer into a photo box or finding and uploading them in the Photos area. You can also modify the design by adding, moving and sizing text, art and photos on the page.



Create your own ad by adding text and photos and using Pictavo's creative backgrounds and accents for a one-of-a-kind look.



Save your work periodically by pressing **Save**. After each save, continue working or log out and come back later. Once finished, click **Send to Yearbook**.



Pictavo will ask you to confirm that you really do want to submit your ad to the yearbook staff and confirm you've reviewed your ad thoroughly since changes cannot be made after submitting.

Approve and Submit

Are you ready to submit your ad to the yearbook staff?

I have read and proofed my work and give my approval to send my ad into production.

You will receive confirmation that your ad has been sent to the school, reference it in the **Design** area from now on.

