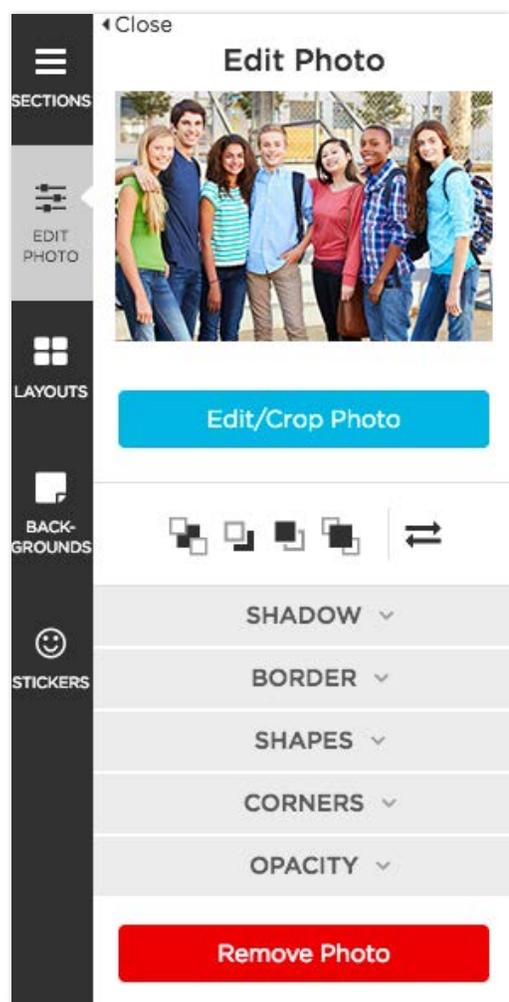




## Upload & Edit Your Photos

**Picaboo gives you several options for obtaining and importing photos into your yearbook project.** Edit and embellish photos with the design tools inside our app.



**There are two photo file types you can import:** JPG and PNG files. JPG files are one of the most universal image file types saved. PNG files can be saved with a transparent background. This makes PNG files ideal when uploading stickers to your project.

After you've created sections, click the section name to edit. In the editor, click on the blue **Add Photos** button at the bottom left of the page.

Select or drag and drop photos you'd like to import from your computer (including any external devices attached to it). You can also import from Facebook, Google, Dropbox, Flickr, or Vidigami, our advanced media management platform.

There's also the option to add a QR code and link to an external video.

Once a photo has been placed onto a page, select the photo and then click the blue **Edit/Crop Photo** button to zoom, crop and edit the photo.

In the photo editor, you can also adjust brightness, contrast and exposure, as well as flip and rotate the photo - and more!

### TRY THESE FUN EFFECTS!

**Border** Check the border box to add a line around your photo box. You can change the size and color and then, if you choose, apply the selection to the page or entire section.

**Shadow** The shadow function allows you to add a 3D look to your photo box.

**Shapes** Select one of the many shapes within Edit Photo to change the outline shape.

**Corners** Add decorative corners to your photo boxes by selecting one of the many options available. Use **Apply to Page** or **Apply to All** to make your selection uniform.



**Using the Skipple app, your entire student body can easily contribute photos to your yearbook.** Skipple photos can be imported directly into your yearbook project. Use **Apply to Page** or **Apply to Section** to make your selection uniform. [See the Skipple page of this guidebook to learn more about the fun way to crowdsource photos.](#)

**PRO TIP:** Don't upload every photo just because you can. Save time by only uploading the best ones. Check out more photo tips on our blog at [picabooyearbooks.com/blog](http://picabooyearbooks.com/blog) -- including our recommendations for free or inexpensive alternatives to Photoshop!