



This Guide Applies to the Black River Imaging Software

Press Preview Books

The Press Preview Booklet offers you a great way to display your images as well as deterring the scanning of the images so that you will retain your sales on future orders. We will review the steps of ordering this product when using the Black River Software in the Press Products catalog file. This guide also has a complimentary Video Tutorial available online.

Press Preview Booklets are offered in both 8x8 and 8 ½ X 11 size with several cover options. You will also have an option on the Review Order screen to select to have your images posted on the online hosting site, www.seemyprints.com.

Preview Book Covers

You will begin by choosing the Press Preview Book option in the sizes palette and then choosing the size book you want to order. Once you have selected a size you will see Step 1, order cover and the Step 2, add the pages.

You have multiple options on the covers; we have a Softbound cover which then offers Spiral Bound or Magazine Style binding. You will find pre-designed softbound layouts or the option to drop in your own template. Dimensions for each size are listed in the software.

You may also choose from one of our hard cover options with stitched binding. These hard covers are available in multiple colors in the faux leather or fabric covers. Also you may order the popular photo covers in either canvas photo cover for a textured look and feel or the photo hard cover that offers a slick finish. You may use the photo cover templates downloadable on our web site under the Learning Center tab to get the correct dimensions. Fabric and Faux Leather covers also offer the addition of foil embossing. Embossing is offered in gold, silver or black.

Preview Book Pages

You are now ready to choose the Preview Book Pages. You may choose to use one style of pages or move between the options within the same book. Due to the printing of the file name beneath these images the page layouts cannot be rotated within the software. You will need to be sure to have your images dropped in with the rotation you want them printed in.

Once you select a page style you may drop images in one at a time in each opening or you may select multiple images or choose select all and drop in the first image to bring the rest with it. Choosing Select All will populate each opening and automatically add it each full page to the order. You will need to be aware that the image is dropped in with your rotation and will automatically be set to crop or fit unless you have deactivated each of the openings. We recommend turning off the Auto Rotate option so that your images drop in correctly. You will need to be sure to check the Review Order screen carefully for any images that did not rotate correctly. If the last page is left with empty openings the software will not add that page, you will need to click add to order. Any empty openings will auto fill with the background color.

Preview Books may have a maximum of 160 sides and a minimum of 20 sides. These pages are printed on our standard 65 lb paper and include the matte coating. Your Preview Book will be assembled in the sequence in which you add the pages to the order and the file names will be automatically printed beneath the image. The file names will be the same as what they are when you place the order. File names less than 15 characters long are best. The default of the software is to have a black background and white file names. You may choose from 48 different background colors and either white or black text. These pages are trimmed 1 – 2 mm so you will want to be aware of that when using the drop in your own design so that you are not losing part of your image or verbiage.

Once you have added a page to your order the images will stay on the screen. You may drag and drop images on top of them or you can delete each image by clicking on it and hitting delete or backspace on your keyboard.

Openings are square but by default the crop or fit option is activated on each opening. You may deselect the crop or fit option for each opening where you need to crop tighter or have a square image. The crop or fit is an icon located in the tool bar below the Rotate Image button. When the crop or fit option is activated your image will auto size to fit the opening with the longest side of your image being set to the maximum size of the opening and the short size being determined by your aspect ratio. The opening sizes are listed below.

8 1/2 X 11 Books

1 up	7"
2 up	4 1/2"
4 up	3 1/4"
6 up	3"
9 up	2 1/8"
12 up	2 1/8"
15 up	1 5/8"

Drop in Your Own Design will be a single image that you have created and will fill the page.

8x8 Books

4 up	3"
9 up	2 1/8"
12 up	1 7/16"

Drop in Your Own Design will be a single image that you have created and will fill the page.