

# *How to Order Prints:*

**A Detailed, Step-by-Step Guide**  
**by National Camera Exchange**

# Table of Contents

<b>PART 1: Upload Your Photos .....</b>	<b>Page 3</b>
---	---------------

## **PART 2: Order Prints**

<i>Option A: Quick Order .....</i>	<i>Page 7</i>
------------------------------------	---------------

- Use this option if you want to order all of your photos at the same print size and quantity.

<i>Option B: Order Prints One by One .....</i>	<i>Page 11</i>
--	----------------

- Use this option if you are ordering different sizes or quantities per photo, or if you want more control over the crop of each photo as well as access to basic editing tools.

<b>PART 3: Review &amp; Order .....</b>	<b>Page 15</b>
---	----------------

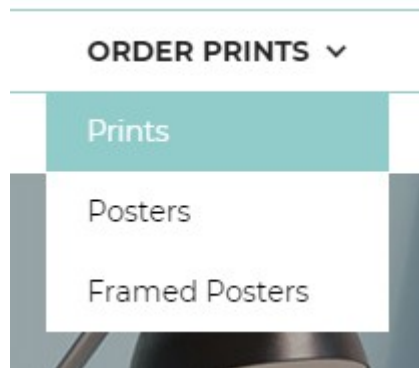
# PART 1: Upload Your Photos

To begin, open your web browser and go to [print.natcam.com](http://print.natcam.com)

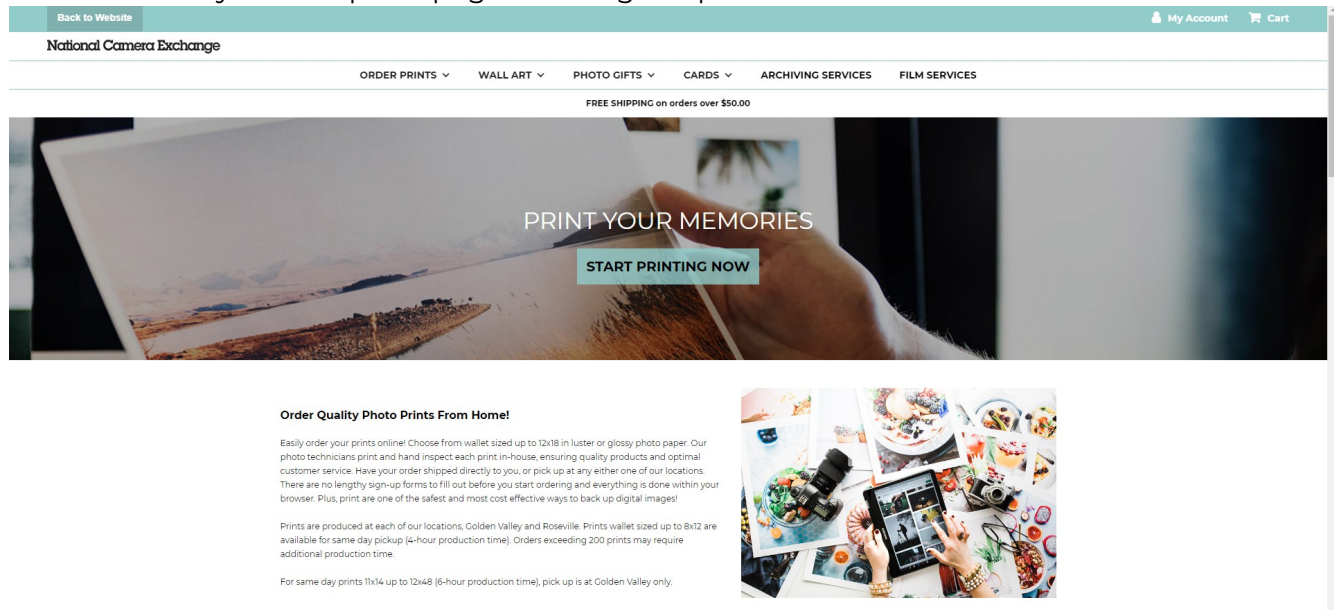
From the menu toolbar on the top of our website, select “**ORDER PRINTS**”:



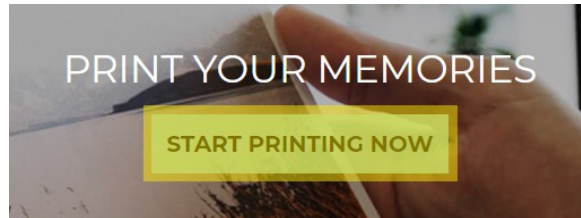
From there, a drop down menu will appear. From this menu, select “**PRINTS**”:



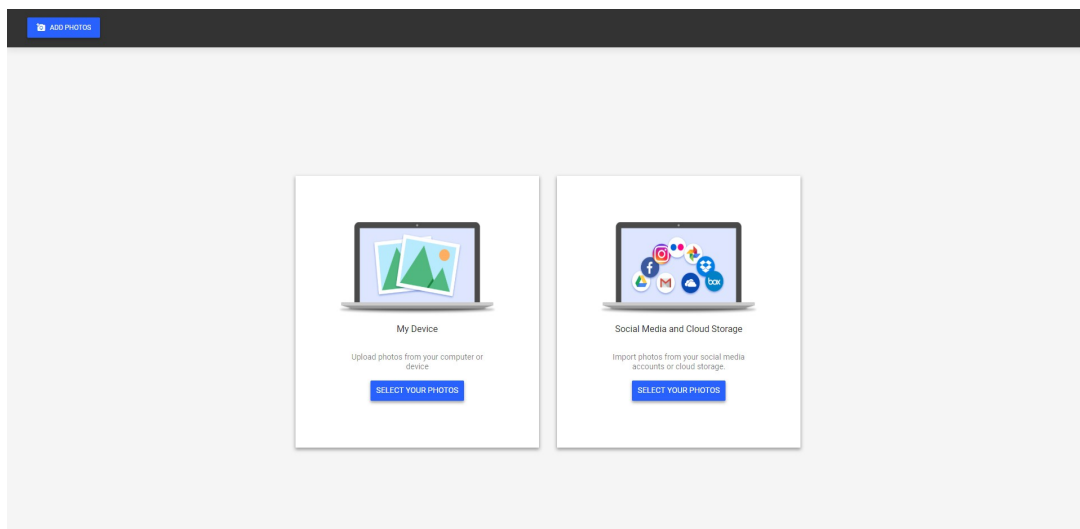
This will direct you to a splash page detailing the print sizes that we offer:



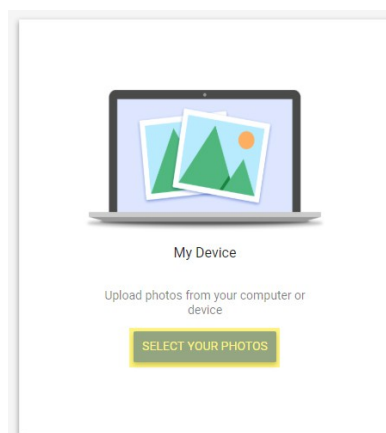
To upload and order prints, select the **“START PRINTING NOW”** button underneath the **“PRINT YOUR MEMORIES”** header at the top of this splash page:



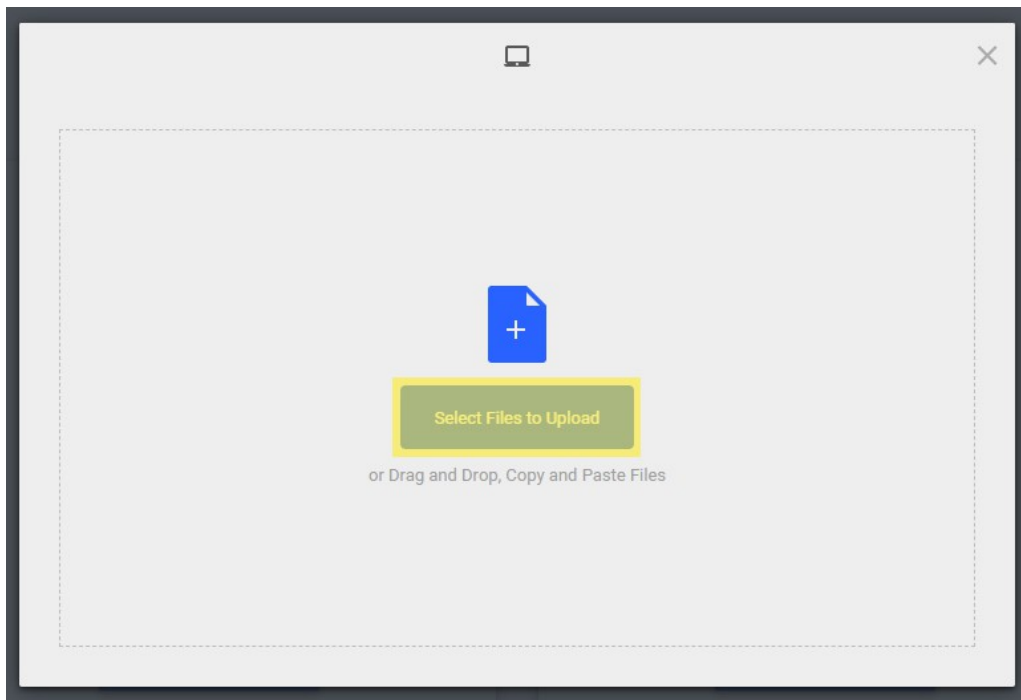
This will bring you to the beginning of the ordering process. Here is where you can upload your photos:



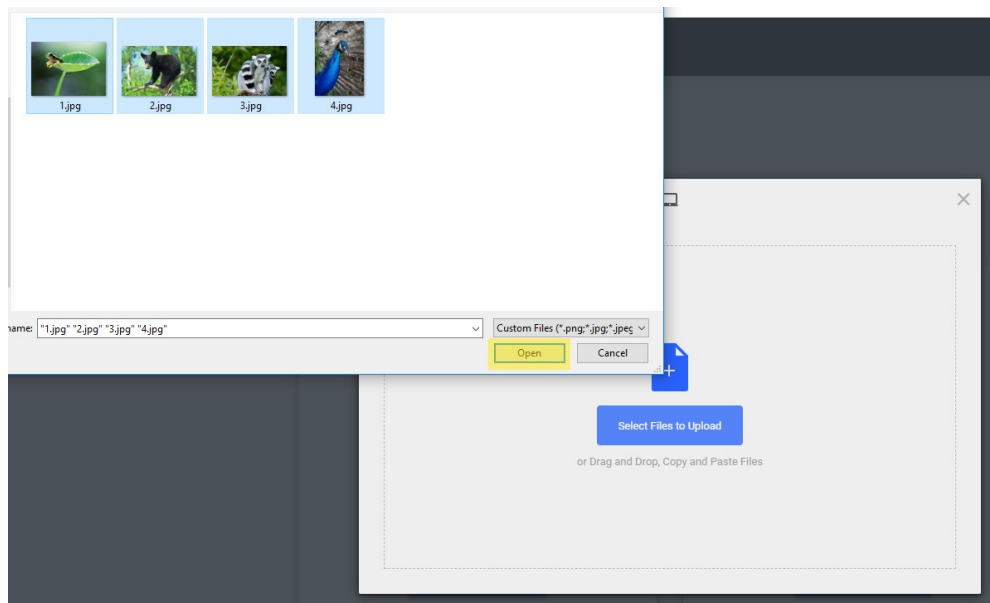
You can click to either upload photos from the device you are ordering on, or from Social Media or Cloud storage. In this example we will be uploading a photo from “My Device”. To follow along with this guide, click **“SELECT YOUR PHOTOS”** beneath the “My Device” option:



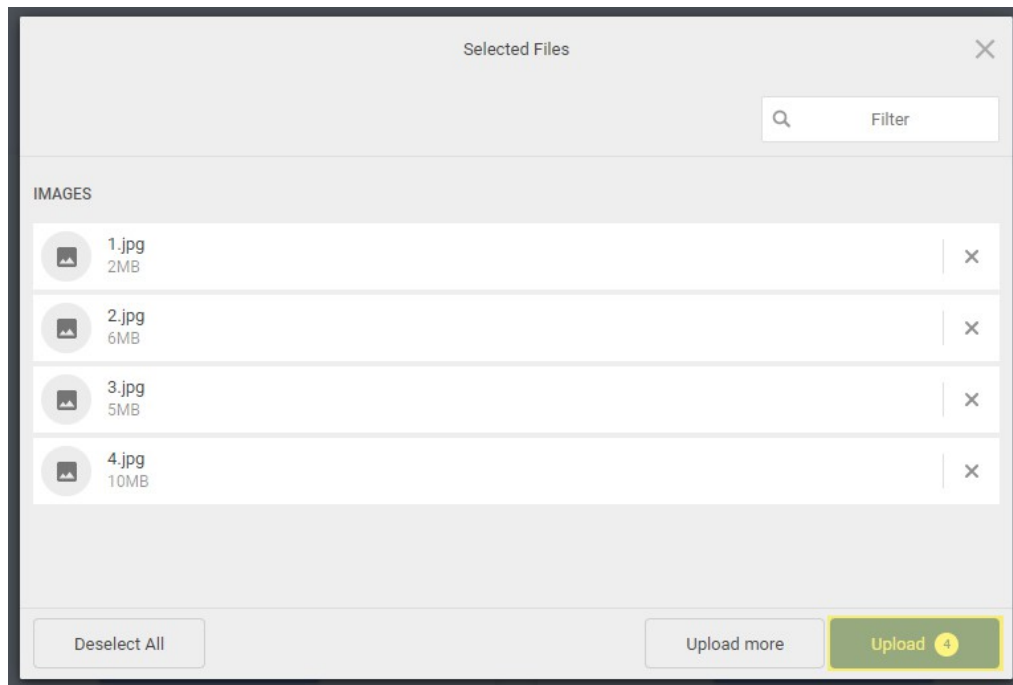
Then, click **"Select Files to Upload"**:



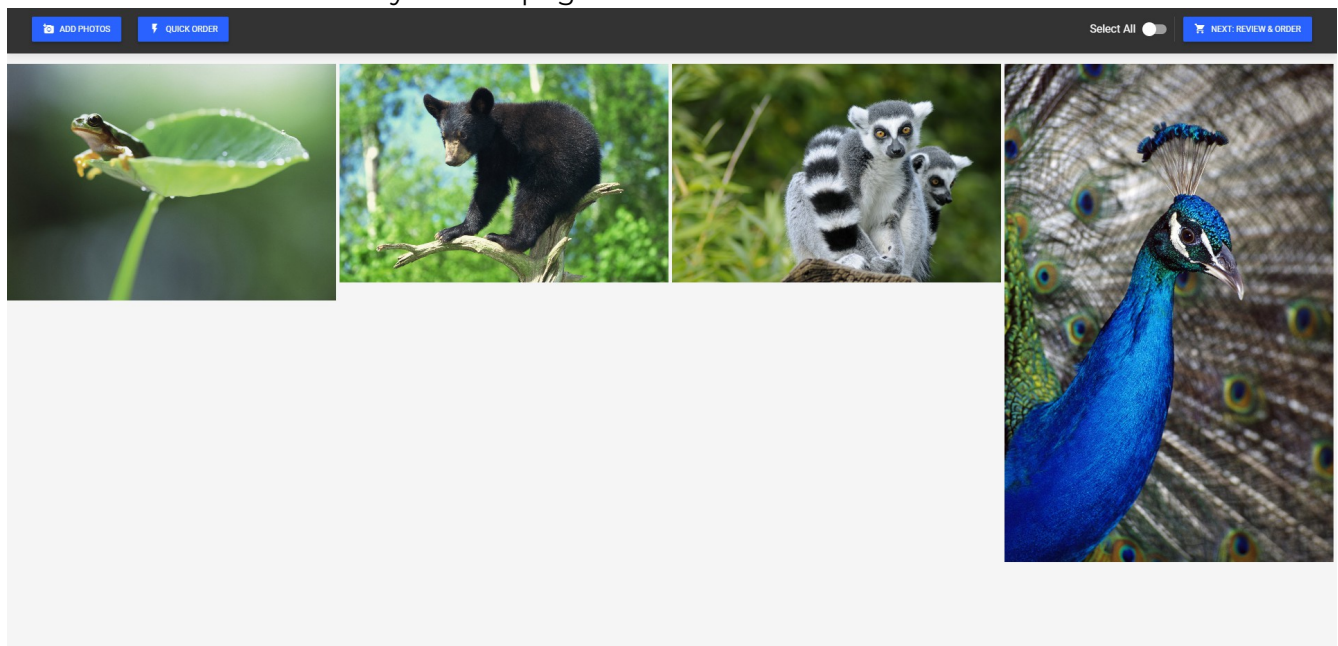
Select the files you would like to upload from a folder on your device, then click **"Open"**:



The files will load into the application. You have the option to upload more files from your device by clicking on “Upload more”, or to continue with the ordering process by clicking “Upload”. In this example I will be clicking “**Upload**” to continue with the ordering process.



Your files will load to an easy to view page like so:



Your photos are uploaded. You are now ready to order prints!

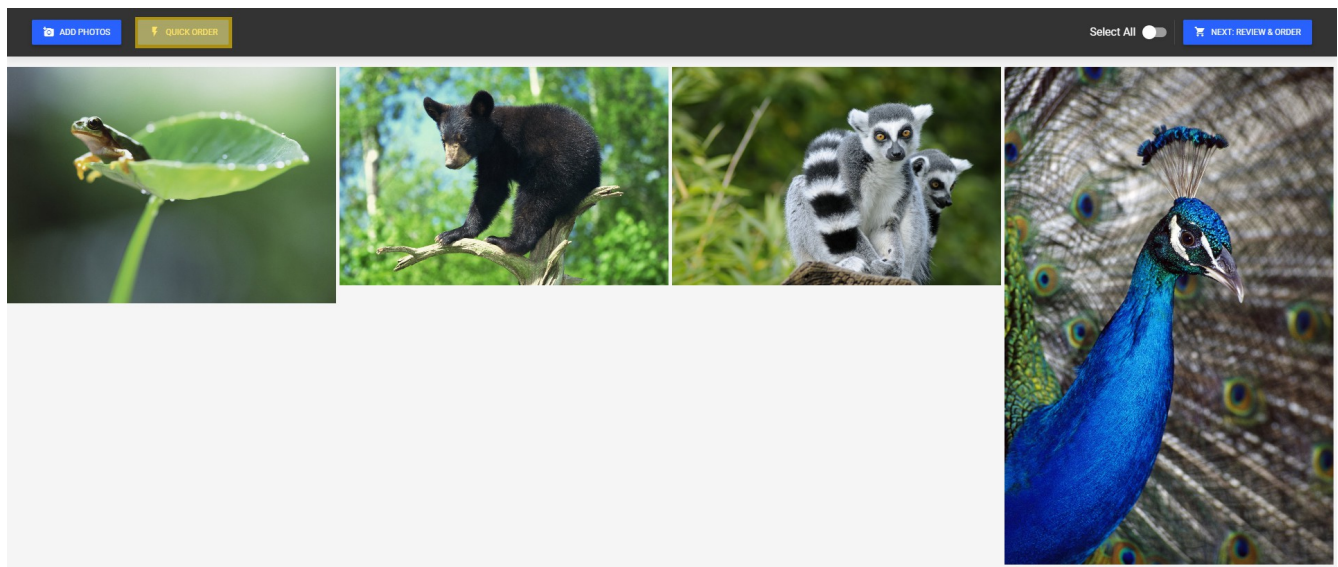
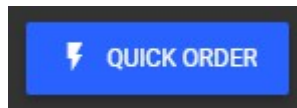
# PART 2: Order Prints

## *Option A: Quick Order*

- Use this option if you want to order all of your photos at the same print size and quantity.

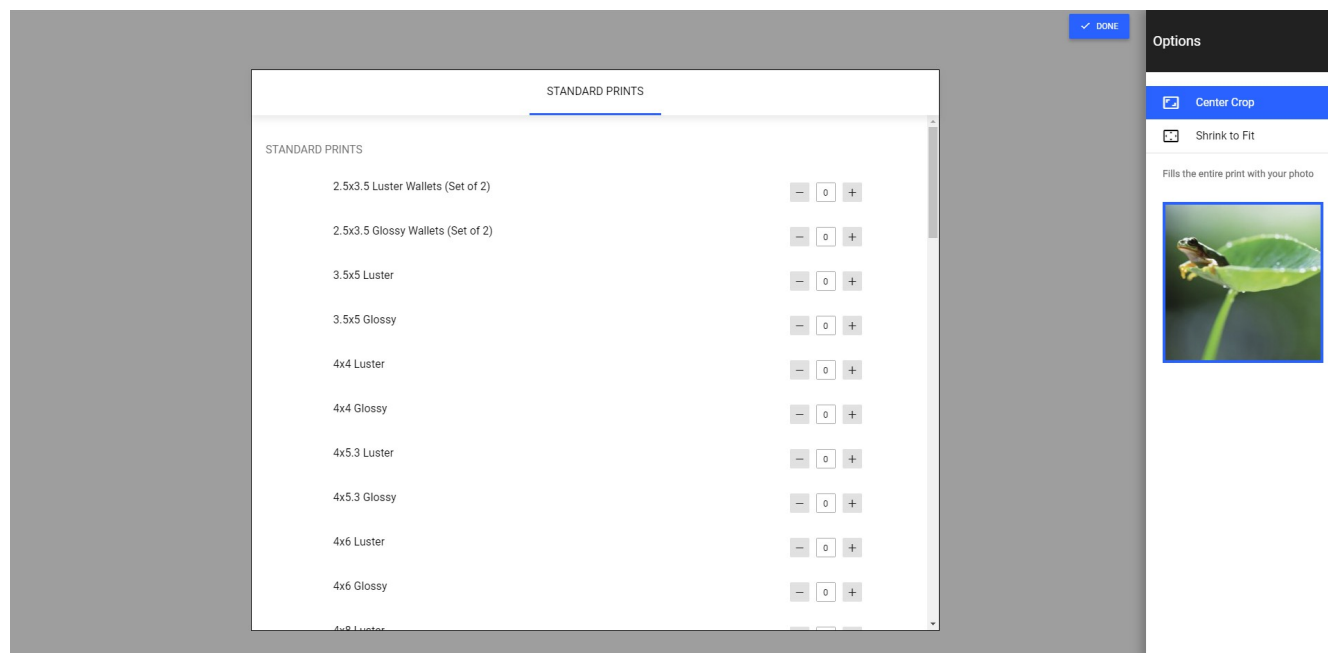
NOTE: To order different sizes or quantities per print, or if you want more control over the crop of each photo as well as access to basic editing tools, jump to “Option B: Order Prints One by One” on page 11.

After uploading photos (see the “Upload Your Photos” section of this guide on page 3 for instructions on uploading photos), click “**QUICK ORDER**”, located in the top left corner of the easy view screen:



This will bring you to the Quick Order page.

**NOTE: The amount of prints ordered here will apply to each photo in your easy view.** If you order two 4x4 Luster prints and one 4x6 Luster print -- **all** of the photos in your easy view will print a set of two 4x4 Luster copies and one 4x6 Luster copy.



To order: type in the amount of prints you would like of each photo in line with the print size and paper type you are ordering. You can also click the “+” and “-” signs to add or subtract prints one at a time.

NOTE: You can order multiple print sizes at once.

In the sidebar on the right you can choose “Center Crop” or “Shrink to Fit” for your prints:

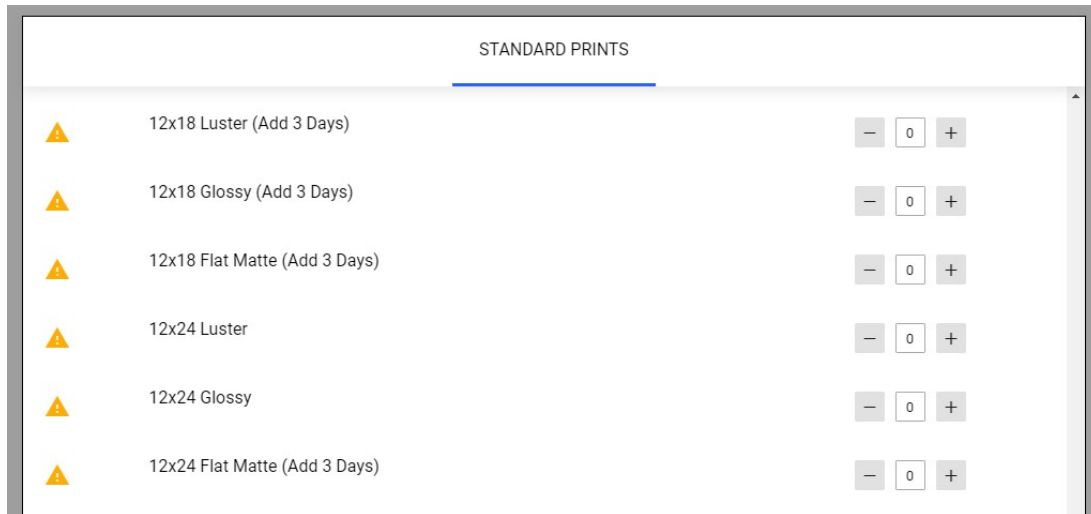
- “Center Crop” will fill the entire print with your photo, cropping from the center if proportions are off.
- “Shrink to Fit” will fit the entire photo within the print by adding white borders if proportions are off.



NOTE: Yellow triangle “!” indicators:

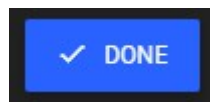


placed next to any print sizes, indicate that your original file will be of bad quality when printing in that size:



We can still print your photo in that size, but expect some pixelation in the final product.

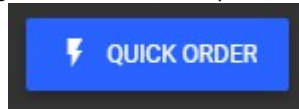
When you are finished ordering prints and selecting your crop option, click “**DONE**”:



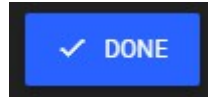
This will take you to the order review page.

Follow the prompts on the next few screens to checkout and pay for your order. Or jump to “Review & Order” on page 15 for a detailed guide on how to complete your order.

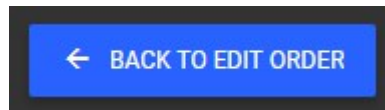
**PRO TIP:** If you want the same size print of every photo, but multiple quantities of only a few specific prints, begin by ordering the same size prints of each photo in “**QUICK ORDER**”.



Then click “**DONE**”. This will take you to your order review.

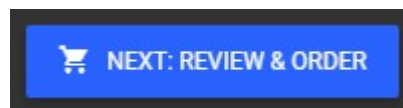


Before adding the photos to your cart, click “**BACK TO EDIT ORDER**” in the top left corner of the order review screen.



This will take you back to the easy view page. Now, individually select the photo(s) you want multiples of and type in the quantities of each photo you would like.

When you are done going through and ordering prints of your photos click “**NEXT: REVIEW & ORDER**” in the top right corner of the easy view screen:



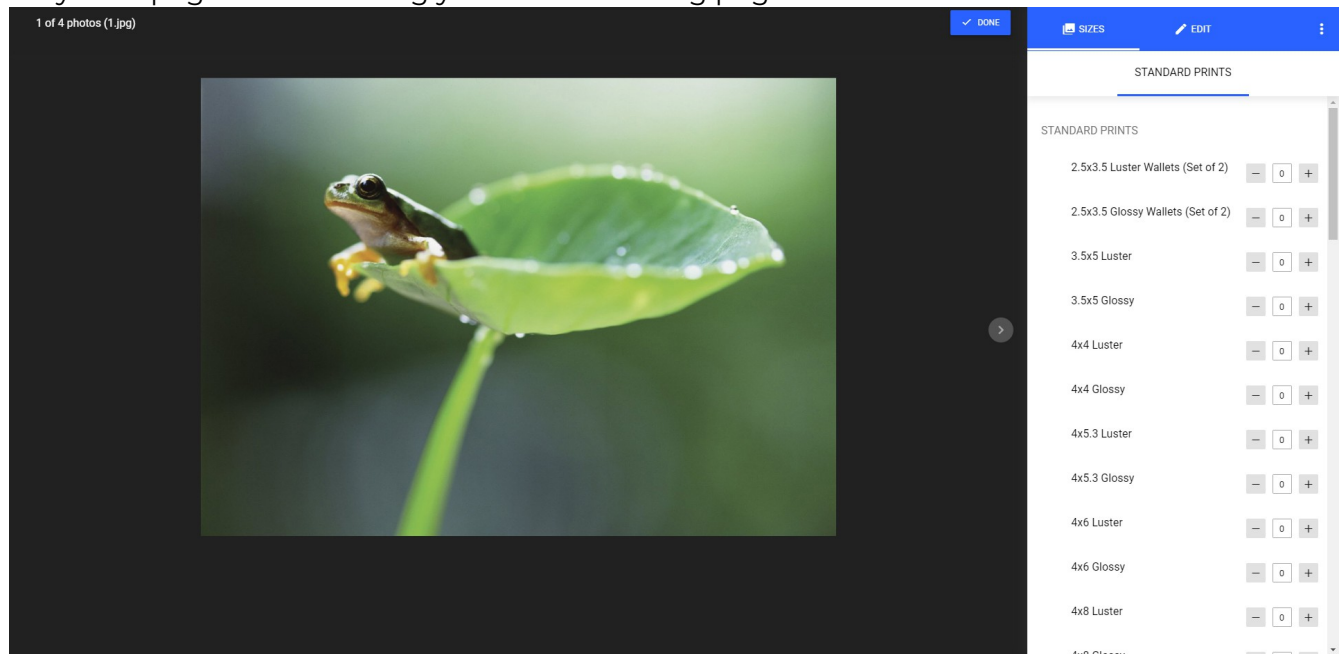
Follow the prompts on the next few screens to checkout and pay for your order. Or jump to “Review & Order” on page 15 for a detailed guide on how to complete your order.

# PART 2: Order Prints

## ***Option B: Order Prints One by One***

- Use this option if you are ordering different sizes or quantities per photo, or if you want more control over the crop of each photo as well as access to basic editing tools.

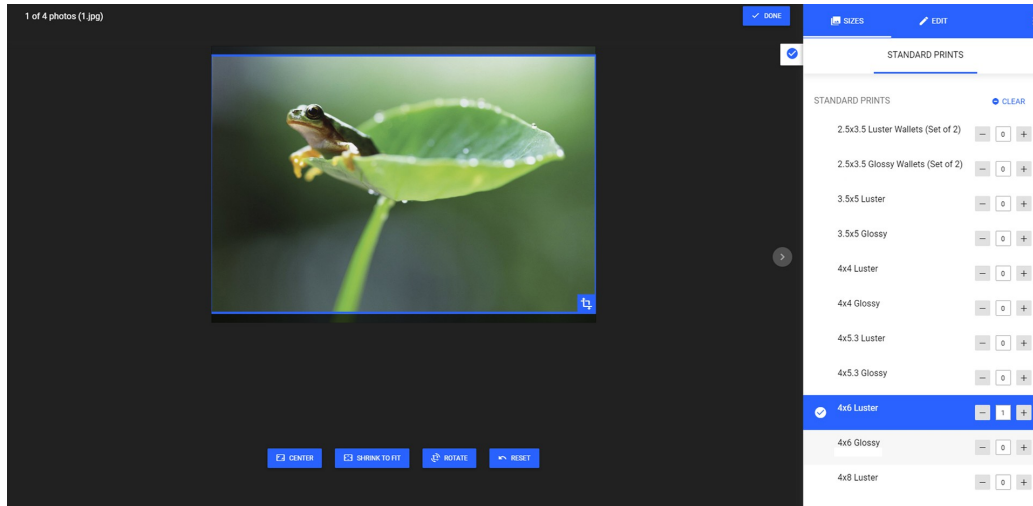
After uploading photos (see the “Upload Your Photos” section of this guide on page 3 for instructions on uploading photos), click on the photo you would like to order prints of from the easy view page. This will bring you to the ordering page:



Order prints by navigating the sidebar to the right of your screen. Type in the amount of prints you would like of your photo next to the print size you are ordering. You can also click the “+” and “-” signs to add or subtract prints one at a time.

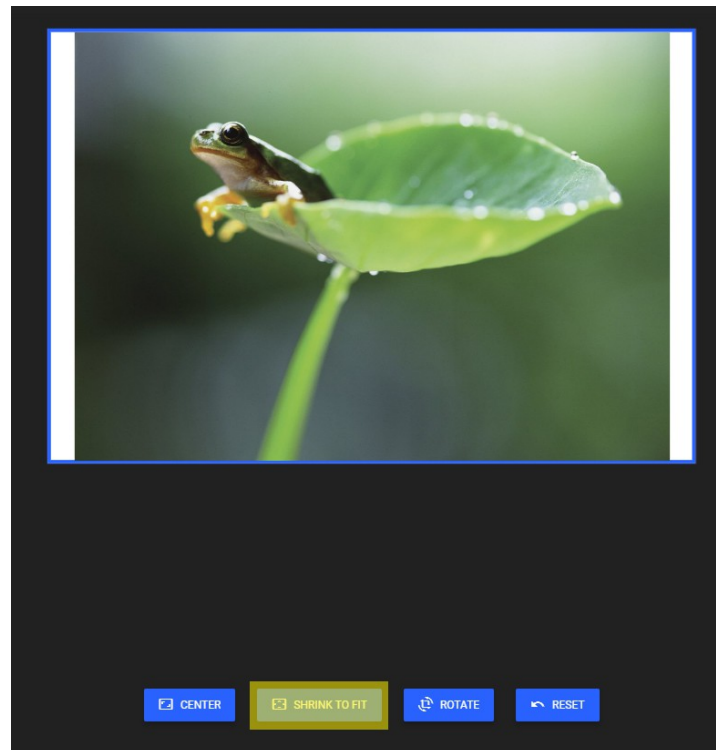
NOTE: You can order multiple print sizes at once.

If you select a print size that is a different proportion than your original photo, a blue crop box will appear in your photo to show you the perimeters of the crop:



NOTE: The grayed-out zone outside of the blue crop box will be cropped OUT of the print.

If you do not want any of your photo to be cropped out of the print size you have selected, click **"SHRINK TO FIT"**, and your photo will fit to the print size by adding white borders:

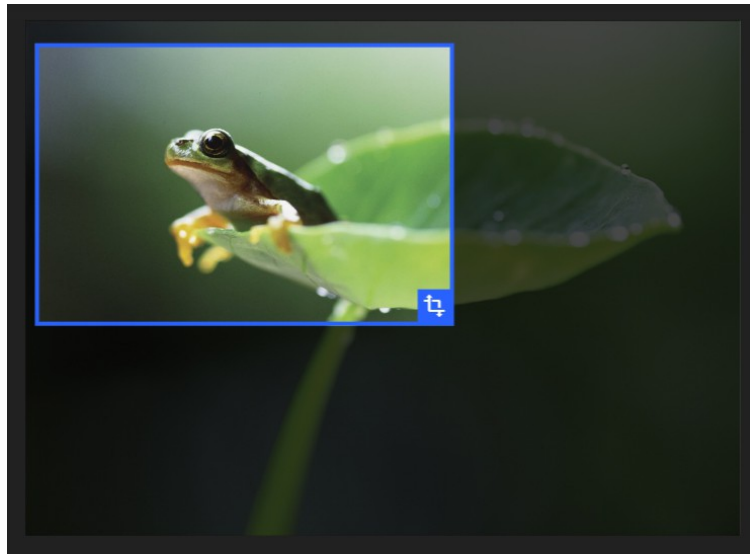


To manually crop your photo, click and drag on the crop symbol:



in the bottom left corner of your photo. The crop zone will remain in proportion to the print size you are working on ordering.

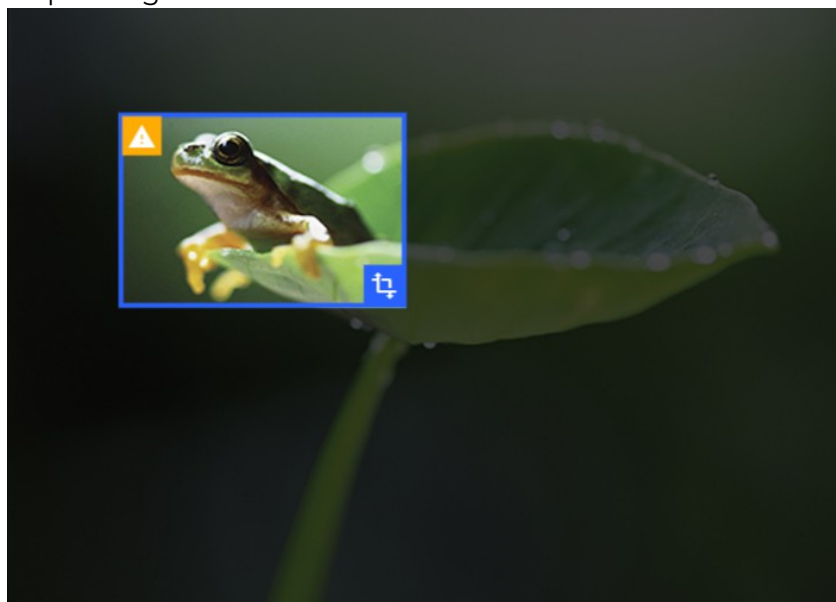
You can click and drag the blue crop zone anywhere within your photo to achieve your desired crop.



NOTE: If a yellow triangle “!” indicator:



appears in the top left of the cropping zone, this means that the photo will be of bad quality when printing:



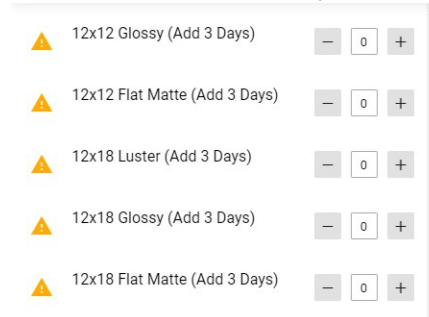
We can still print your photo, but expect some pixelation in the final product.

NOTE: Yellow triangle “!” indicators:



placed next to any print sizes in the side bar indicate that your original file will be of bad quality when printing in that size:

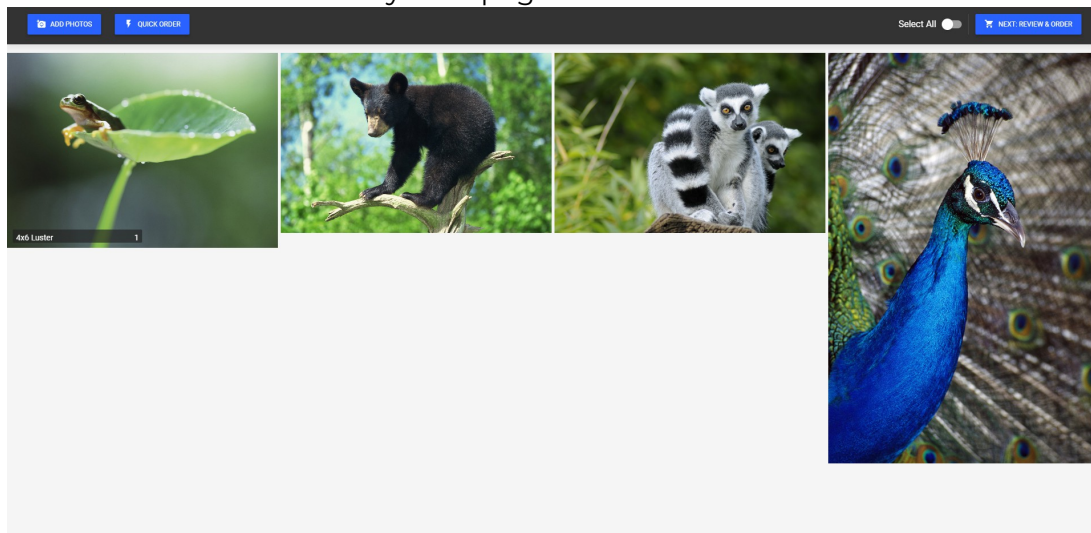
We can still print your photo in that size, but expect some pixelation in the final product.



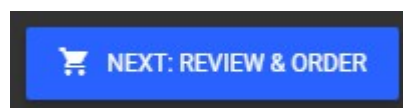
When you are done choosing the print size(s) for your photo click “**DONE**”:



You will be directed back to the easy view page:



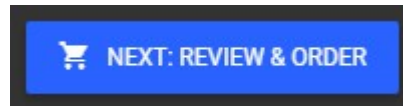
Go through the same process with any other photos you would like to print. When you are done going through and ordering prints of your photos, click “**NEXT: REVIEW & ORDER**” in the top right corner of the screen:



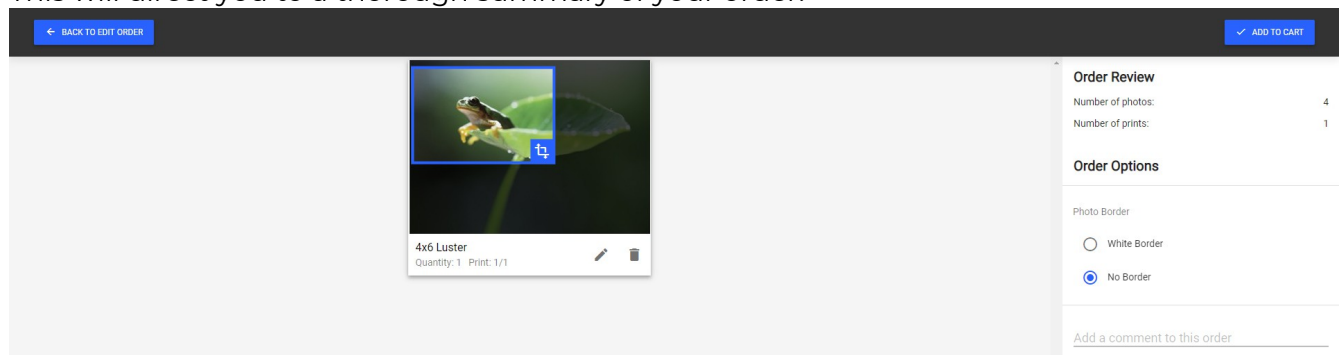
Follow the prompts on the next few screens to checkout and pay for your order. Or jump to “Review & Order” on page 15 for a detailed guide on how to complete your order.

## PART 3: Review & Order

When you are done going through and ordering prints for your photos, click “**NEXT: REVIEW & ORDER**” in the top right corner of the easy view screen:



This will direct you to a thorough summary of your order:



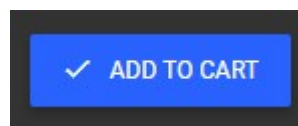
Double check that your order is correct.

Remember that the order review may not display adjustments or cropping on prints ordered, however, the adjustments and cropping **will** show up on your prints!

On this page you have the option to add white borders to all prints, or to leave the prints without any borders.

You also have the option to add a comment about your order (for example: “Call when done”).

When you are satisfied with your order click “**ADD TO CART**”:



Follow the prompts on the next few screens to checkout and pay for your order.

If you have any questions, check out our FAQ, or contact our Golden Valley location at 1.800.624.8107