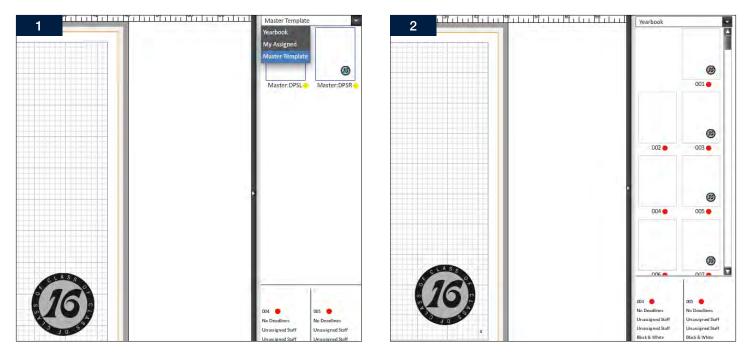


### MASTER TEMPLATE

It's here! Similar to InDesign, advisers can apply a base design to every page of the book with a quick click. This feature will often be used when creating folio art and sidebars. Designated staff can now access the new Master Template feature through the Yearbook Avenue Page Designer. If desired, users can "turn off" the Master Template for a specific page through the Page Ladder.



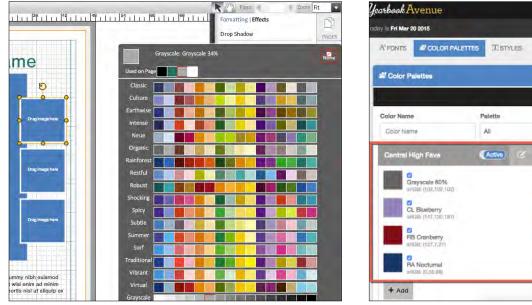
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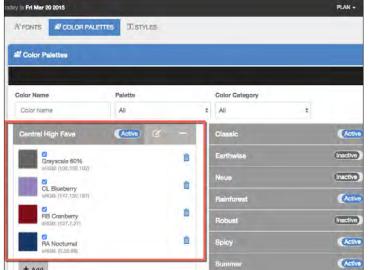




### COLOR PALETTE

Tired of squinting to see colors within the color palette? The new color palette is bigger and better than ever allowing staffs to quickly and accurately select the right color. New color palette features include enabling/disabling colors within a palette, advanced color search options and the ability to use existing colors within the YBA Page Designer to create a custom palette. An additional small, but very useful enhancement is the presence of gray percentages within the Grayscale palette.



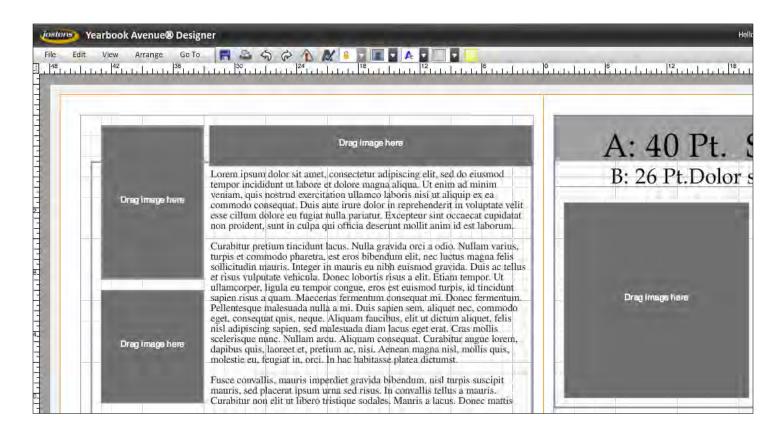






### PLACEHOLDER TEXT

Designing a page layout will be easier this year thanks to the new Placeholder Text feature. When a new text box is added to a page, the box will be completely populated with Lorum Ipsum text to create a draft of what it will look like on the page once it's been filled with final copy.







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### **CUSTOM STAFF PERMISSIONS**

Advisers will have the ability to customize permissions for each staff member. If specific staff should have access to certain features, advisers will be able to enable/disable their access to those features. Custom permissions will be available for images as well as the Page Ladder, Page Designer, Create and Plan sections.

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# FONT SELECTOR

The new font selector will allow for easier enabling and disabling of fonts within the book. Additionally, the font selector will feature advanced search options that allow users to search for fonts by specific font name or type. Like before, once advisers have selected the perfect fonts for their book, only those fonts will be available within the format tab in the Page Designer.

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## STYLE SELECTOR

Advisers who are looking to create a unified look and feel for their yearbook will truly enjoy the new Style Selector feature within Yearbook Avenue. Unlimited styles can be created simply by selecting the font they wish to customize, selecting the category of style (Headline, Body Copy etc.) and then choosing the size and attributes (bold, italic, etc.) that should be applied. Each style name is customizable and once saved will be available for use within the format tab of the Page Designer.

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# PRINT ALL PAGES

Print multiple pages using the Filter and Print options in your Page Ladder.

#### **FILTERS** PRINT • Use the filters to print specific • Print all pages as PDFs. pages (recommended). Yearbook Avenue E PLAN -CREATE -SELL + DIGITAL CLASSROOM STATUS -SHOWDASE -HELP Save A Print Ladder Print : A Lock All Culock All nge All Page Templates Ellters x Quick Start Controls Load Last Year's Descriptions & Sections All Staff ~ All Page Types B 1 \* All Master Types Y Section All Page Statuses Description: ~ All Lock Statuses Staff Unassigned Staff Staff: Unassigned Staff Apply Master Applied linitless Page Type: Color Status Colors: Last Edit: 02/16/15 10:29am Not Started In Progress Completed Submitted 2 3 Complete Complete Section Section Description Description Staff Staff, Test Staff Staff, Test Staff. Staff: Unassigned Staff Unassigned Staff Applied Maste Master Applied Page Type: Color Page Type: Color 05/04/15 2:39pm Last Edit: 06/05/15 8:04am Last Edit: 1 4 5 Complete 000000 Section: Justine F Print S

#### **PRINT STATUS**

- Track the status of your print request.
- When finished the button will change from Generating to Finished.
- Click the **Finished** button to open your PDF.

FILTER BY PAGE STATUS to quickly generate a PDF of completed pages when you are ready to review. Filter options include: Staff Members, Page Type, Master Type, Page Status and Lock Status.

IF YOU REQUEST A LARGE NUMBER OF PAGES it may take some time to process.



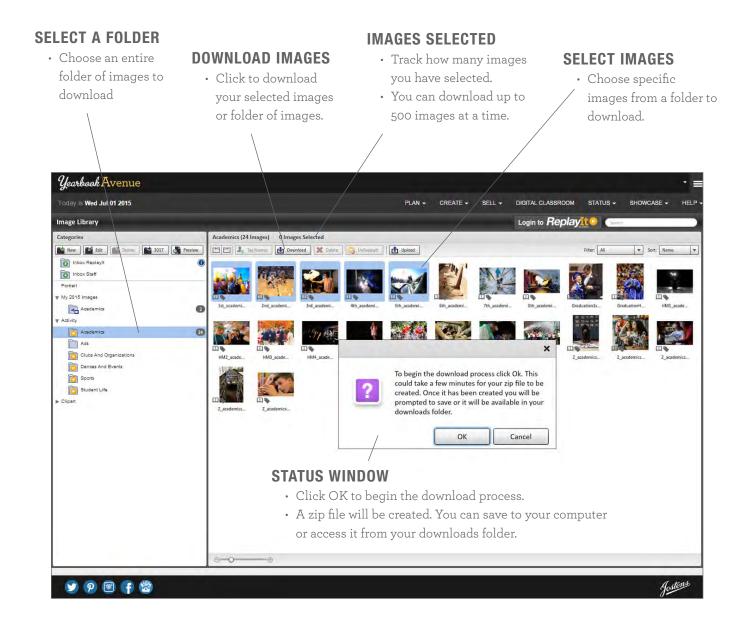


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# DOWNLOAD MULTIPLE IMAGES

Download selected images or an entire folder of images from your Image Library.



**UP TO 500 IMAGES** can be downloaded at one time. Download times may vary depending on how many images you are downloading. **IMAGES WILL SAVE AS A ZIP FILE** that can be saved to your computer or accessed from your downloads folder.





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# PASTEBOARD

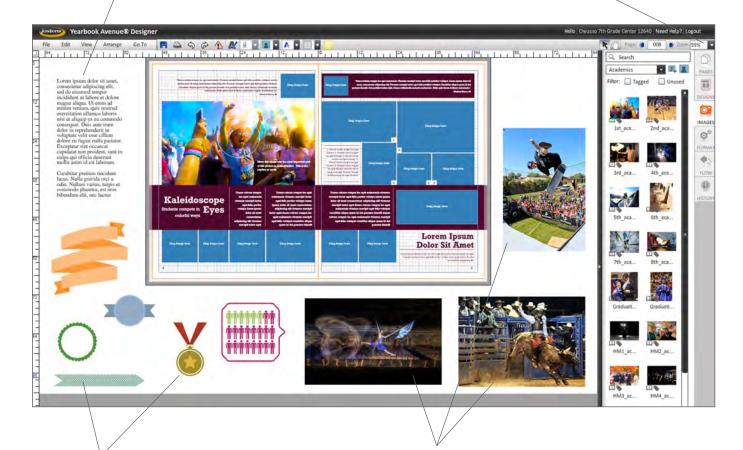
Place images, text boxes and clip art onto your pasteboard. Your pasteboard is the white space around each page in the Page Designer.

### **TEXT BOXES**

- Place ideas for feature stories, quotes, headlines, captions, interview ideas, story angles and more.
- Create a to-do list of items needed to finish your page.
- List photo ideas.

#### **ZOOM IN OR OUT**

- Use the drop-down to view your entire pasteboard or zoom in on your page.
- Select "Fit" to quickly fit your pages in the window.



### **CLIP ART**

• Save any piece of clip art you may want to use on a page.

### IMAGES

• Place images on your pasteboard while determining where each picture will go.

