

# PRIVATE PHOTO SUBMISSION

It takes a lot of time and energy for just one or two people to photograph an entire school. With the ReplayIt® private photo submission, parents, teachers, staff — anyone 13+ — can upload photos for the yearbook. You can choose the best of the best for an even better yearbook.

## PRIVATE PHOTO SUBMISSION

### Access your Private Photo Submission

The Private Photo Submission tool is a straightforward and easy-to-use method to receive photos for your yearbook. On the Plan menu, click ReplayIt. Then fill in the requested information.

### Enable Private Photo Submission

- Using Plan > ReplayIt, enter the details of your private photo submission site (start/end date, maximum number of images that can be uploaded).
- Click "Save" and the screen will update with a URL to your private photo submission website and a user ID (above maximum photos). Use this User ID to log in to your private photo submission website.

## ReplayIt Private Photo Submission

Do you want to have a Web site for parents and others to upload images for the yearbook staff's use?

Enter a start date when the site becomes available:  (MM/DD/YYYY)

Enter an end date when the site is turned off:  (MM/DD/YYYY)

The user id for your Web site is:

Enter the maximum number of images to be in the Image Share Inbox:

Number of images in Community Inbox:

Do you want the site enabled?

The link for your Web site is:

Promote your web site: [Private Photo Submission Flyer](#)

### Download a Flyer

- Click "ReplayIt Private Photo Submission Flyer" to download a flyer advertising your private photo submission website.
- Enter your user ID and submission deadline into the editable text fields, save and share with your school community.

