

# LiNK

by **ENTOURAGE** YEARBOOKS

The link between your yearbook and your school community. Link by Entourage Yearbooks is a user friendly website for parents, students, and faculty to interact with the yearbook.

## TEN EASY STEPS TO UPLOAD PHOTOS

1. Go to <http://link.entourageyearbooks.com>
2. Register for a new login (if you are a first time visitor)
3. Enter your Name, Email, Password and "Submit"
4. Your name will appear on the left side of the homepage in place of the word "Register"
5. Search for your school in the search bar and choose your school by the dropdown list that appear when you start typing
6. After your have chosen your school from the dropdown list, it will bring you to your school's homepage
7. Click on the "Upload Photos" button
8. Choose the category you want to upload photos to, browse your computer, and upload them
9. You can tag people in the photos or add captions at this point, then finalize the upload
10. If you need to upload more photos, click the button at the top to do so



\*Be aware of picture quality when uploading pictures.

## ENTOURAGE YEARBOOKS SMARTPHONE APP

### 3 EASY STEPS TO INSTALL THE APP:

1. Go to the app store on your smartphone
2. Search for "Entourage Yearbooks"
3. Login with the same username and password you used to login to Link

\*Begin by loading a single picture. This will allow you to see the folders, so you can sort accordingly.

