



Getting Started Guide

Welcome to Arkiver, your beautiful gallery for life! Here's a short guide to get you started...

Ark-what?

What is Arkiver and why should I care?

Stories give life meaning - especially our own family stories. They inspire, educate and entertain us. But how will your family's stories be told when they're buried in devices, social media accounts and the heads of family members?

Arkiver helps you collect, organize, preserve, share and enjoy your most meaningful memories. It's like a digital gallery or scrapbook - a curated space where you can gather and enjoy the best of life without all the clutter.

Devices & Storage

Can I use Arkiver on my phone, tablet and computer?

Yes! Arkiver has apps for iOS, Android and the web so you can use it on any mobile device or computer. We recommend using the Chrome browser for the web app.



Why do I need to connect to cloud storage?

We never want to stand between you and your memories and that's why everything you add to Arkiver is saved to your own Dropbox or Google Drive cloud storage account. This way, you keep control of your content and can always access it - with or without Arkiver.

Tip: If you prefer to use Google Drive, use the web app to connect Arkiver to your Google Drive account. Once connected, you will be able to add moments from your computer or mobile devices.

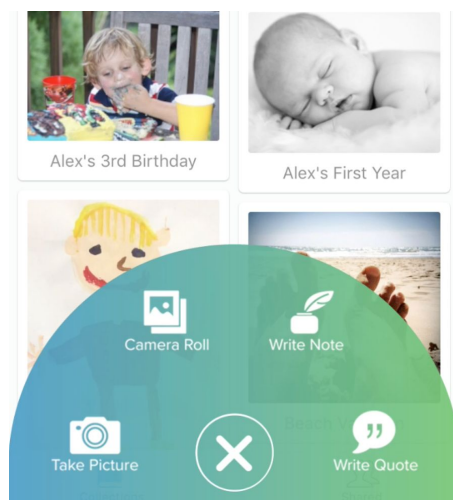
Adding, Organizing and Editing Moments

What are Moments?

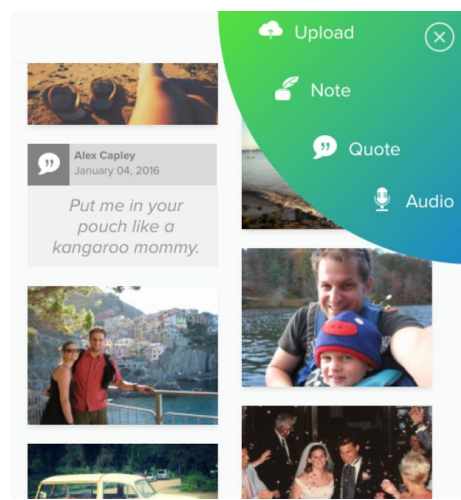
Each photo, video, PDF, audio clip, note and quote you add to Arkiver is called a Moment.

How do I add Moments to Arkiver?

The simplest way to add moments is to click the green “Plus” icon. This is located at the bottom of the mobile app and at the top right on the web app. Just choose from the options or tap “X” to close.



Add Moments - Mobile App (iOS)

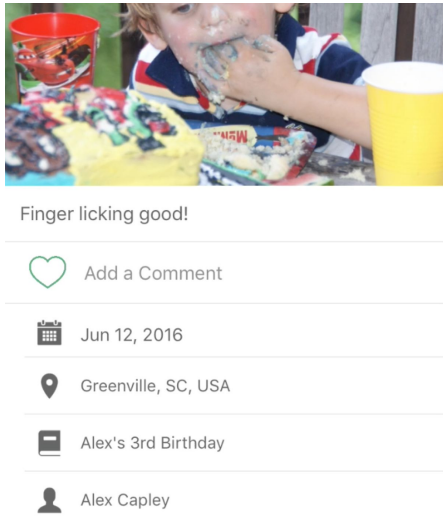


Add Moments - Web App

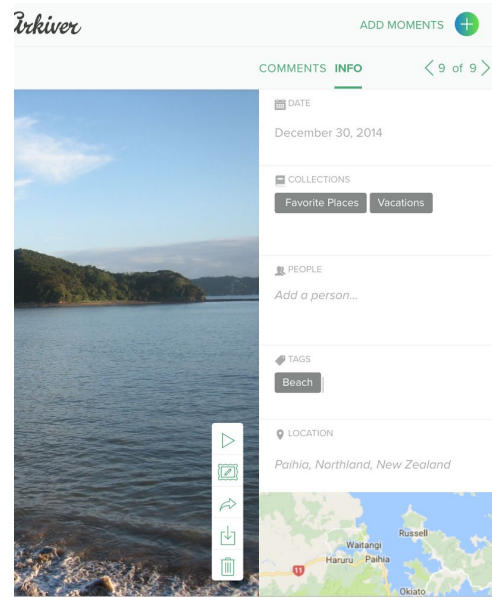
How do I organize my moments?

Moments are organized into Collections and each moment needs to be assigned to at least one collection. Unlike traditional file-folder systems, a moment in Arkiver can belong to as many collections as you want. When adding a moment, just pick which collection(s) you want to add it to. You can change the assigned collections anytime in the moment detail view.

Tip: Add details like people, location, date and other tags along with descriptions that will preserve the stories behind your moments. These details will help you quickly find the moments you're looking for and will deepen your experience of those memories in the future.



Moment Detail View - Mobile App (iOS)



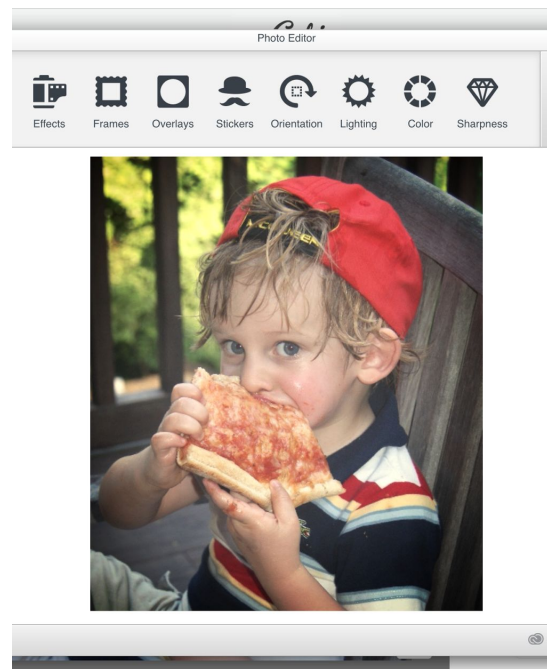
Moment Detail View - Web App

How do I edit my photos?

It's easy to create the perfect image in Arkiver. You can crop, add filters, frames, stickers, change lighting, adjust colors, remove red eye, and more. To edit your photos, select the "Edit Image" button at the bottom of the moment screen on mobile and the Edit Image icon in moment view on the web app. The web app allows you to save the edited picture as a new moment.



Edit Picture - Mobile App (iOS)

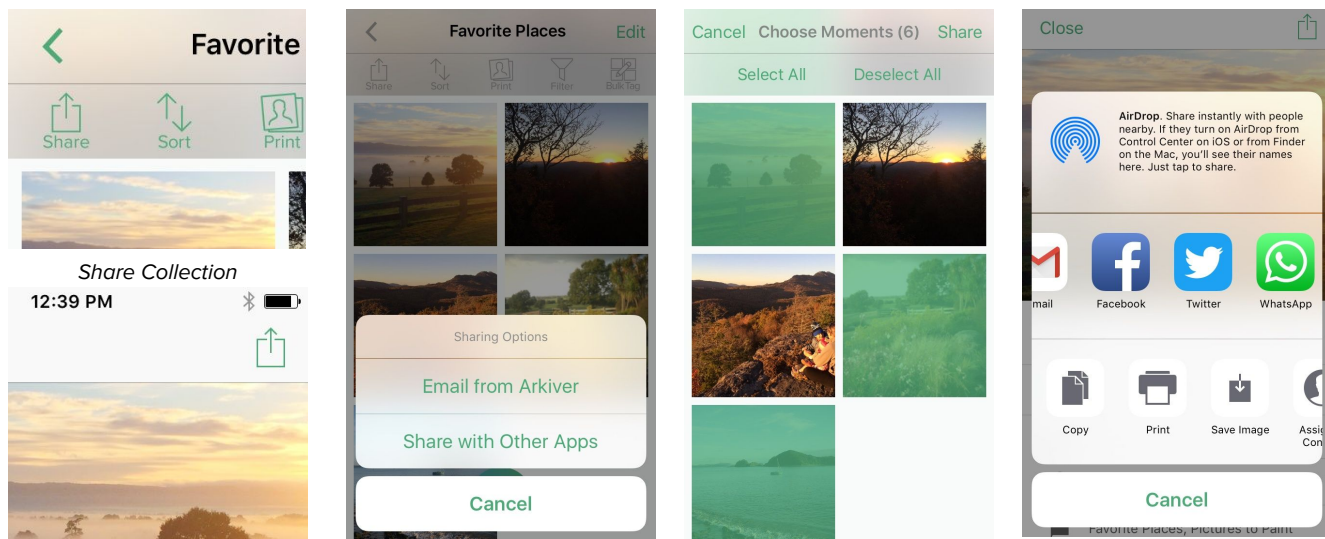


Edit Picture - Web App

Sharing

Can I share from Arkiver to social media?

Yes! The mobile app is the easiest way to share moments or collections with your favorite social apps like Facebook, Twitter, WhatsApp and Snapchat. Here's how:



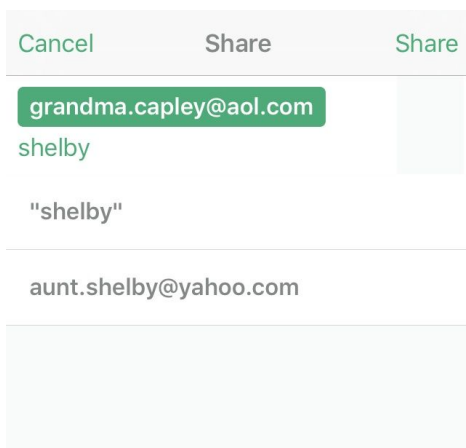
Share Moment

1. Tap the Share icon in a Collection or Moment.
2. Select "Share with Other Apps"
3. Select moments to share (shows only when sharing a collection)
4. Select the app and then complete the post on the next screen.

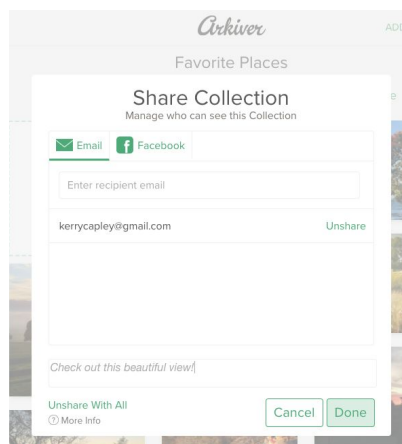
Tip: The Arkiver web app also allows you to post moments and collections to Facebook. You can name the Facebook album, edit descriptions and remove moments you don't want to share.

Can I share privately with friends and family through Arkiver?

Arkiver is a great way to share privately with friends and family. In the mobile app, just tap the share icon and select "Email from Arkiver". On the following screen, select from email addresses you've shared with previously or add new ones. In the web app, click the share icon and enter email addresses and an optional personal message in the email tab.



Share via Arkiver - Mobile App (iOS)



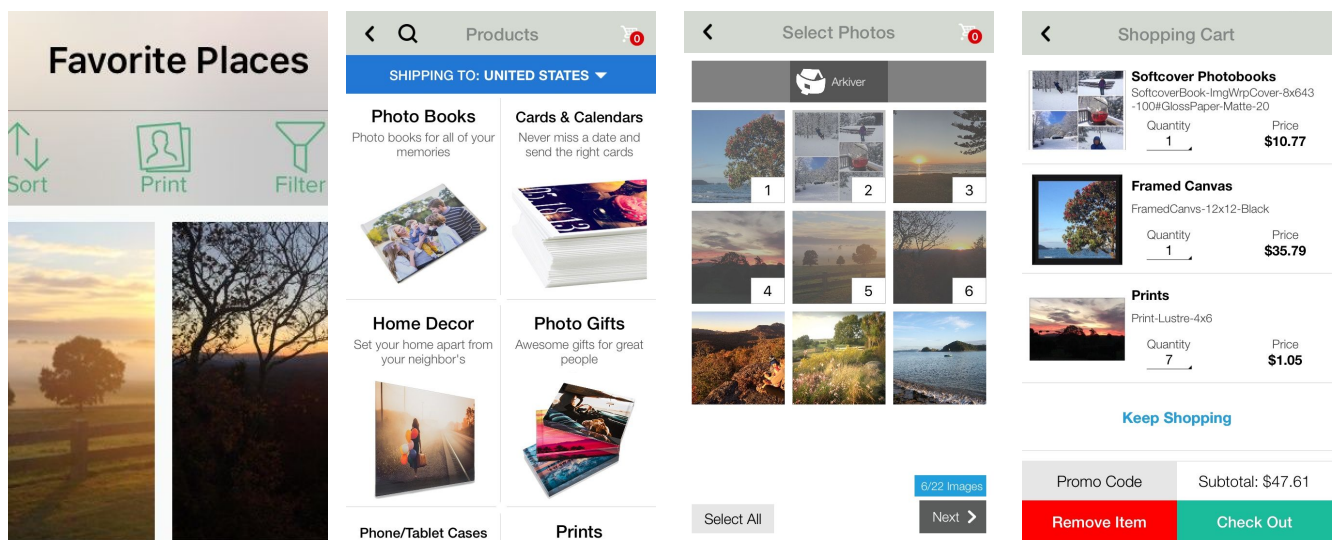
Share via Arkiver - Web App

Friends and family you share with will receive an email notification. If they already have an Arkiver account, they can log in and like or comment on your moments. If they don't yet have an Arkiver account, they can see what's been shared with them in Arkiver Web Preview. They don't need to create an account unless they want to comment on your moments or view them on their mobile devices.

Printing

How can I print photos using Arkiver?

With Arkiver it's easy to print photos in a bunch of sizes and also create all sorts of other cool products like photo books, greeting cards, canvases, posters, acrylic prints and gifts like calendars and mugs. Here's how to print from your phone:



1. Tap the **Print** icon at the top of the Collection.

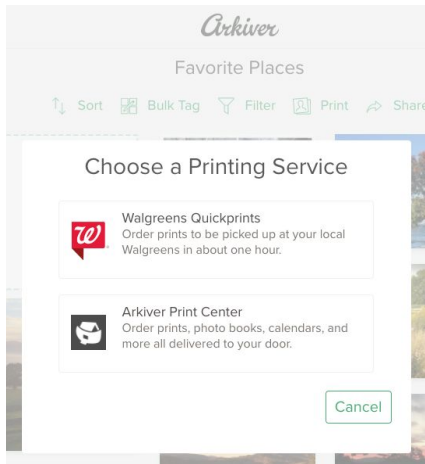
2. Select the product you want to create.

3. Choose the options available for that product then pick pictures.

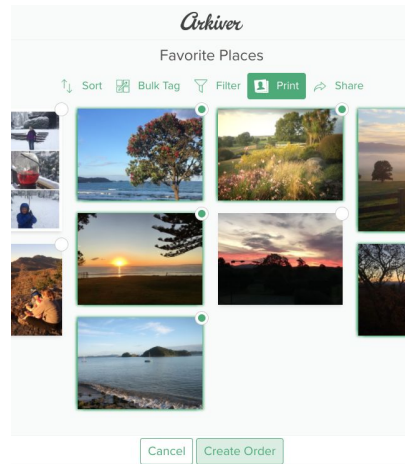
4. Review the product, save to your cart and check out.

There are two ways to print from the Arkiver web app.

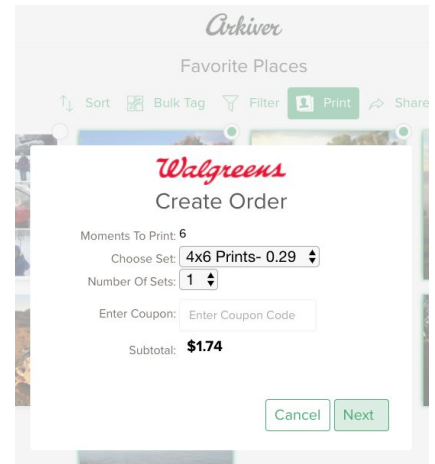
- 1) Select **Print Center** from the main menu and follow the same steps as in the mobile app to create all sorts of products to be shipped to your door.
- 2) If you need prints in a hurry, you can also print them to your nearest Walgreens for same day pickup. Here's how:



1. Click the Print icon at the top of the Collection and select "Walgreens Quickprints".



2. Select the pictures you want to print and click "Create Order".



3. Pick print size and quantity and then select the Walgreens location to print to. Enter your name and email and place your order. So easy!

Support

Our mission is to help you preserve and share your family's stories so please email us with your questions and comments anytime at support@arkiver.com. Also make sure to check our support site support.arkiver.com.

Thanks again for choosing Arkiver to create your beautiful gallery of life.

Happy Arkiving!

Your Arkiver Team