

# James Wellman Photography

**Congratulations: Your proofs are on the enclosed CD-ROM.**

To make this a pleasurable experience for you we need to do a few things before you start looking at your photographs. We also need to set the expectation level as for delivery and final quality. Making your wedding album is something which requires time. You should take your time in selecting the photographs you want. Your final choices will be placed into an album format for your approval. Every page needs your approval before the album is sent to the printers. Please allow two – three weeks for final delivery of your wedding album. The only way your album can be expedited at the printers is with a 100% rush order fee.

When you submit the first set of photographs I will create a proof sheet that I will e-mail back to you to confirm your photograph choices. This is to ensure that both of us are on the “same sheet of music” and to minimize errors.

Your photographs are going to be enhanced to present the best quality possible for printing. Enhancement means I the photograph will be composed (cropped) to present the best image, color correction will be set to WHITE, and other changes you wish. Any photographs that are blurry can not be fixed and I will recommend an alternative solution for these photographs.

Know that your photographs can remain at natural lighting, adjusted to white, made black & white, sepia (brown), or other combinations. The album is all about YOU and YOUR needs.

Your proofs are made to present inside your Windows Browser such as Internet Explorer™, Firefox™ or Netscape™.

NOTE: There are 15 proofs to each page. You can click individual photographs to see a larger photo. Please know that your proofs are not print quality, they have a watermark on each photograph, and are only designed for your or your immediate family's use.

With that said, let's now begin:

1. Open the CD with EXPLORE and look for the START.BAT file. Double-click this file will create these folders on your computer:

C:\MY\_WEDDING  
C:\MY\_WEDDING\FAVORITES  
C:\MY\_WEDDING\MAYBE

2. You can either let the CD-ROM run normally the next time or you can double-click on the INDEX.HTML to see your proofs.
3. To save a photograph you need first enlarge your choice. Just click on a photograph to see the larger version. Move your mouse to the upper left corner of the photograph. You will see four small icons. They are called: Save, Print, E-mail, My Pictures. Press the SAVE choice and you will be given a choice as to where you wish to save. Choose either folder to save your photo there. The next time you wish to save a photograph, Windows™ will save to the last location. This makes it easy for you to save all of the photographs you must have. When you wish to change folders, open the photograph as before. Use the right mouse button and choose SAVE PICTURE AS and you will be given the folder choices again. This time you can choose the MAYBE folder for your choice. Continue this way until you are done.
4. Now you have a workable selection of photographs to make your final choices. We can easily swap photographs until you make your final proof selection. You can easily send me this information by using WINZIP™ or another compression program to zip the C:\MY\_WEDDING folder and e-mail it to me. I now have both folders with your choices and can make return proofs for your confirmation.

Know that you can call or e-mail me with any questions as I'm here for you.

**MOST IMPORTANTLY:** Please remember that you are NOT an interruption of my work ... but rather YOU are my work. Thank you for your trust and business!