EDA Online + LAB

Software Support Document - Help

| Product Information | |
|---|---|
| Product Name | EDA_ONLINE |
| Company | Avb Photoworld |
| Version | 1.6 |
| Release Date | 01.08.2026 |

## 1. Introduction

1. **EDA ONLINE** is the online version of the **Easy Digital Album** software, designed for professional photographers and considered one of the best tools for creating digital albums. Built on the core principles of Easy Digital Album, **EDA ONLINE** offers photographers a powerful and intuitive platform for album design.

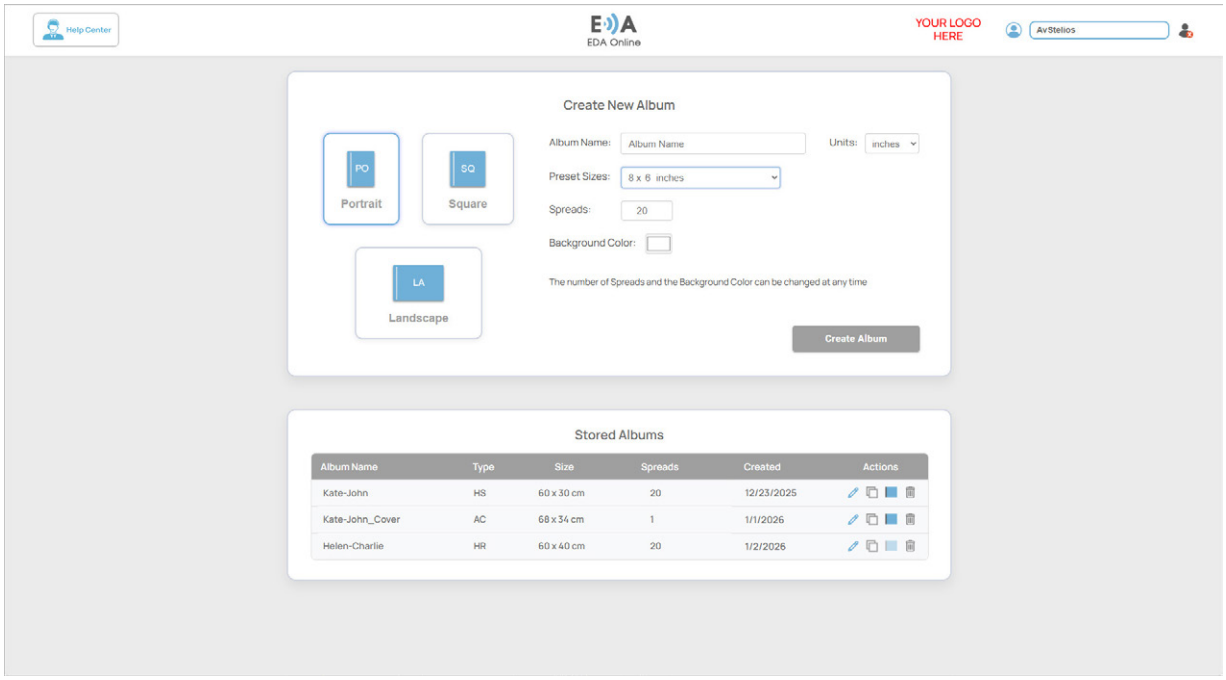
Through our partnership with the developers of the application, we at **LAB** provide you with a simple and free way to design your digital albums. As our customer, you can easily create your layouts and send them directly to our workshop for binding.
The application is user-friendly, easy to learn, and simple to use. Helpful tooltips are available throughout the menus, commands, and messages, making the entire process even smoother.

**Important: Safari** has known issues with drag-and-drop and other features in this app. Until Apple fixes these quirks, please use a proper browser such as **Chrome**, **Firefox or Edge** for the best experience.

## 2. Workflow

2. **EDA ONLINE** is organized into two main screens, each designed to streamline your workflow. The key functions of each screen are described below.

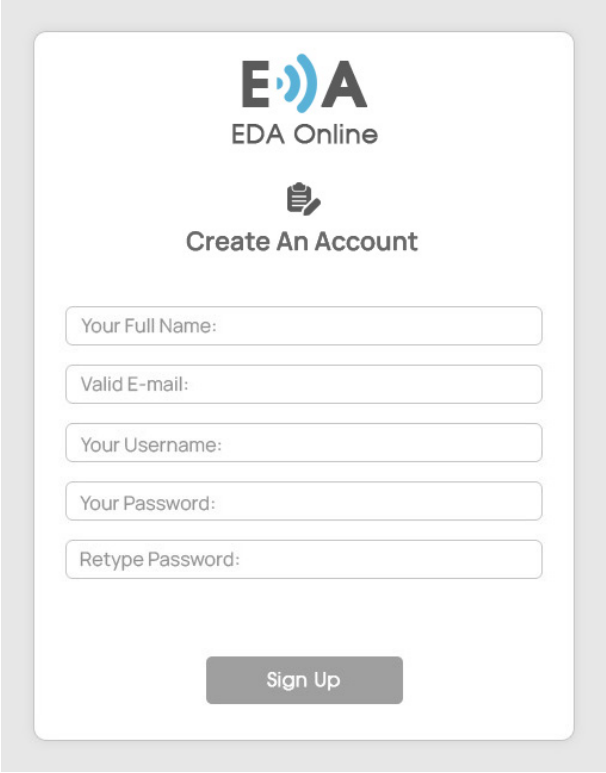
**2.1.** The first screen you see when opening the application is the "**Albums**" screen. From this screen, you can create and manage your albums, generate smaller-sized copies, and design the album cover.

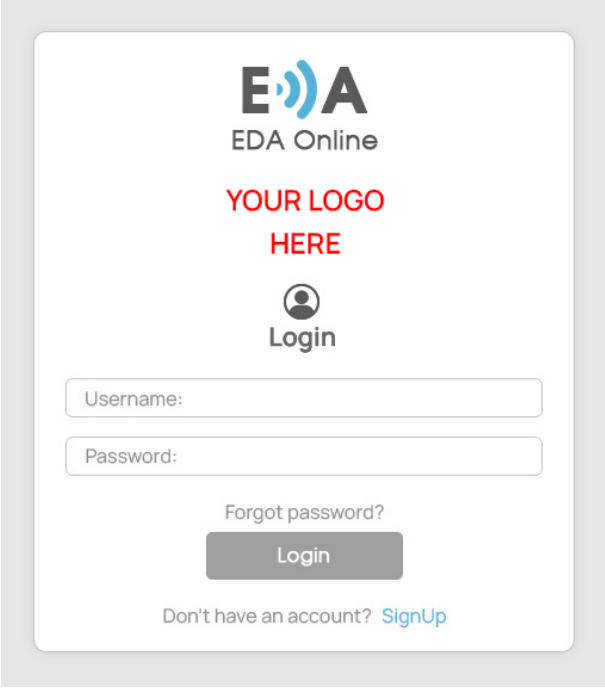


## 2.0 Register & Login in the App

### 2.1 Accessing the App

To start designing your products, you first need to create an account and sign in to the App.
Your account allows you to save your designs and access the App whenever you need.




### 2.2 Create a new Account:

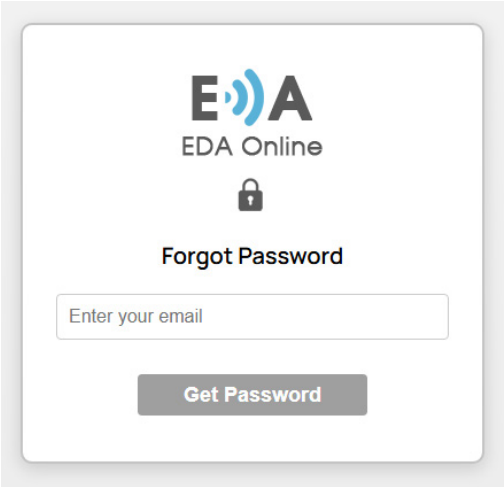
The first time you access the App, you will be asked to create a new account. Enter your **Full Name**, a valid **Email address**, a **Username**, and a **Password**. Once your account has been created, we recommend storing your login details in a safe place. You will use your username and password each time you sign in to the App to design your products.
For your convenience, the App can remember your username and password after your first successful sign-in, so you won't need to enter them every time you access the App.

**Note:** Make sure you use an email address that you can access, as it may be required for account recovery in case you forget your password.

### 2.3 Login to the App

After creating your account, you can access the App by entering your **Username** and **Password** in the Login form. Enter your details and click Login to continue. If you have already logged in before, your login details may be remembered, allowing you to access the App faster.

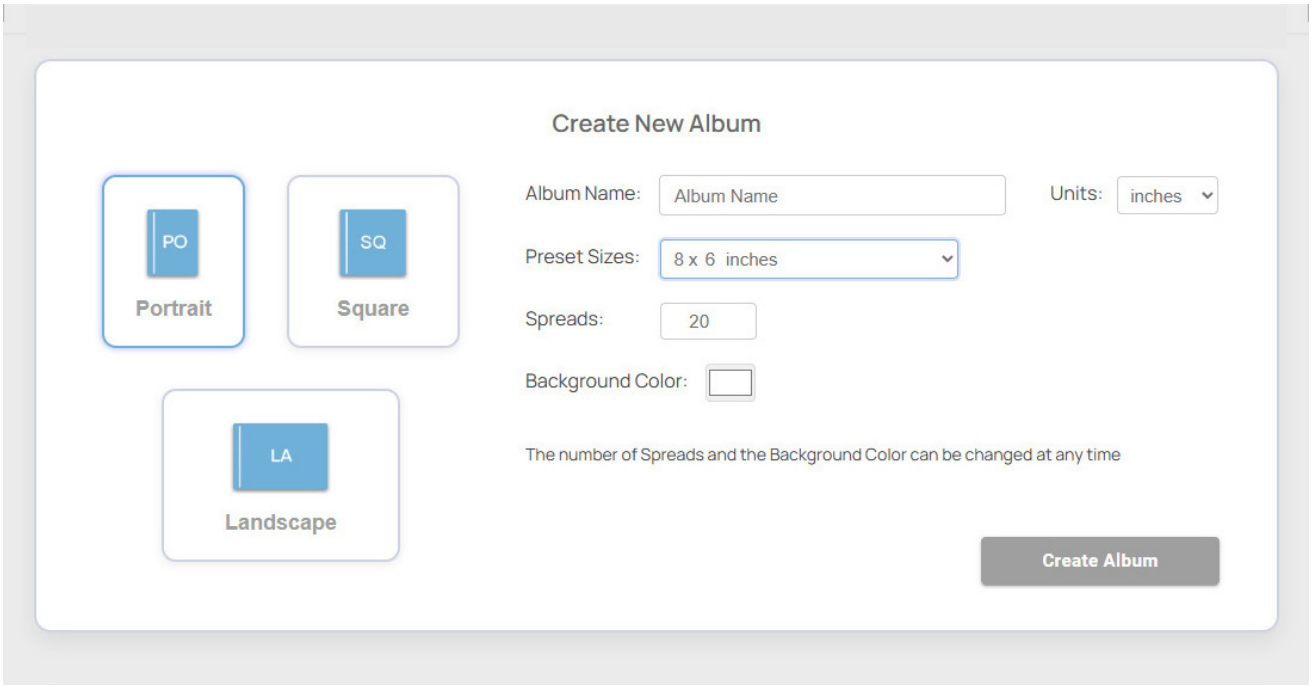
**Note:** If you cannot remember your password, click Forgot Password to create a new one.




### 2.4 Forgot Password

If you have forgotten your password, click the Forgot Password link on the Login page.
Enter the email address associated with your account and follow the instructions sent to your email.
After creating a new password, you can return to the Login page and access the App using your updated details.

## 3.0 Album Creation Screen




### 3.1 How to create a new Album:

On the left side of the screen, select the type of album you want to create by clicking one of the buttons labeled with the album type. Then, enter the desired name in the **Album Name** field. Next, choose the properties of your album by selecting its orientation and the size.

You can then specify the number of spreads you want and set the background color of your spreads. Note, that the color you select here applies to all spreads in the album.

When you are ready, click **Create Album**. Your album will be saved, and you will automatically enter the design workspace, where you can begin creating your album spreads.

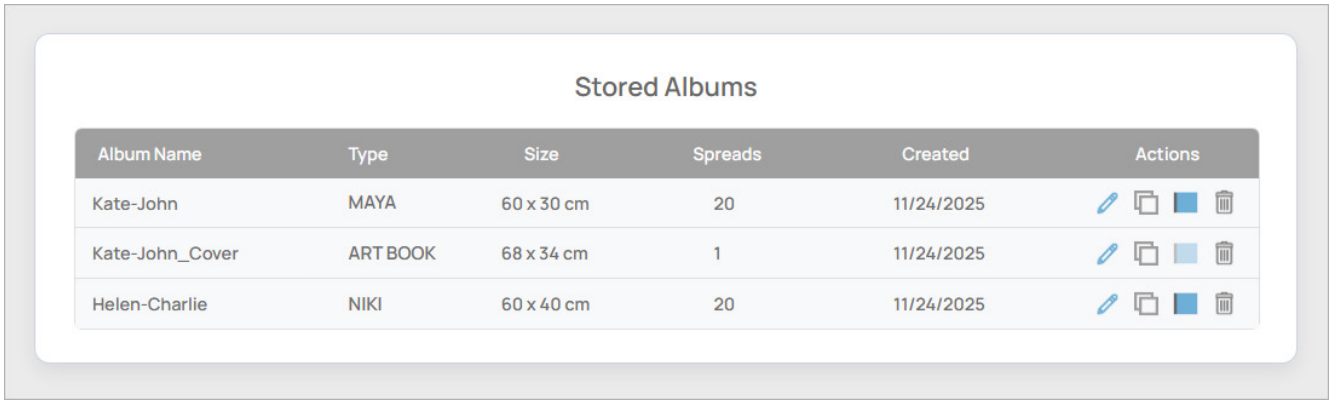
### 3.2 Stored Albums

In the **Stored Albums** tab, located at the bottom of the Albums page, you can view all the albums you have already created. Here, you can see details such as the **Album size,** the number of **Spreads**, and other useful information.

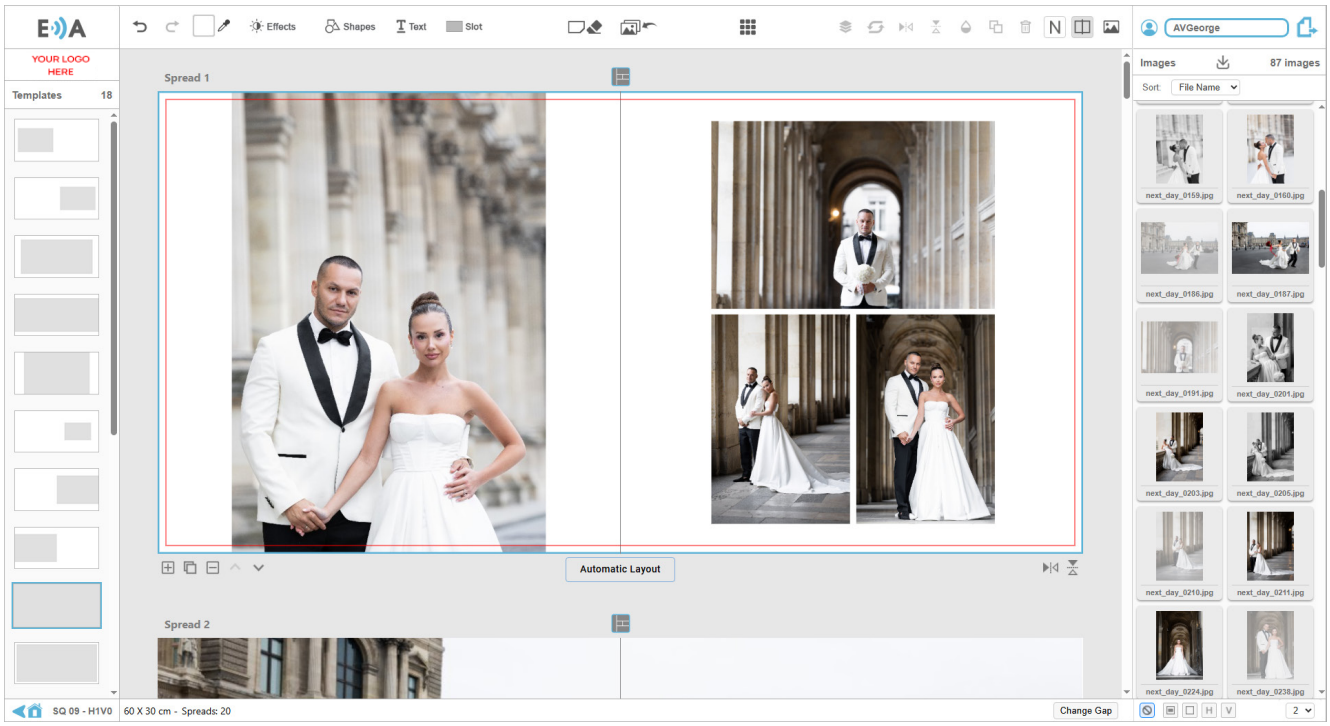
From the buttons on the right side of the panel, you can:

**3.2.1**

- Open an existing album
- Create a copy of an album
- Design the cover, for the selected album and also the album case(for certain Albums)
- Delete the album by clicking the trash-can icon



## 4.0 Spread Creation Screen




### 4.1 How to create your album Spreads

On the page creation screen, you can design and export your album spreads for printing.

### 4.2 Import your Images

The first step is to import the images you want to include in your album. To do this, click the **Import Images** button located in the upper-right corner of the screen. Once the import is complete, you can begin creating your spreads.
Please note that the maximum number of images allowed per import is **200**.
For the best experience, **import your images from your computer**, or an external hard drive, rather than from cloud storage services such as OneDrive, Google Drive, or Dropbox. This provides much faster import times and a smoother import process.

### 4.3 Image Filters

After importing your images, the **Image Filters** at the bottom of the image panel, allow you to filter your images.
By clicking the filter buttons, you can display only specific images in the panel, such as:

- **Horizontal** images
- **Vertical** images
- Images that have already **been used** in a spread
- Images that have **not been used**

You can also remove all filters to view **all images** in the panel.

### 4.4 Rotate-Delete Images

You can rotate an image in the list either left or right by clicking the corresponding buttons that appear when you hover your mouse over the image. If you wish to remove an image from the list, simply click the Delete button that appears in the same way. To delete many images at once select them, with the **Shift** key pressed and press the **Delete** button on your keyboard.

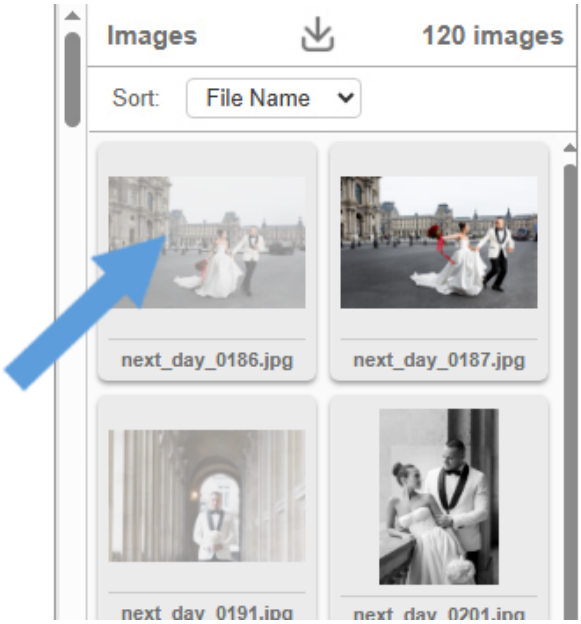
### 4.5 Sorting of Images

The sorting option allows you to organize your images according to **Date Taken**, **Filename**, or **Size**.
Use **Sort by Date Taken** when images from the same event have been captured by two or more photographers. This option will arrange all images according to the time they were taken, allowing photos from different photographers to appear in the correct chronological order.
Use the other sorting options according to your needs:
**Filename**: Sorts images alphabetically according to their file name.
**Size**: Sorts images according to their file size.

### 4.6. Marking Used Images

When you drag an image-or multiple images-or page, the selected images will appear slightly fc This allows you to easily identify which images hc already been used while creating your spreads.

To further manage your workflow, you can use t filter buttons at the bottom of the image panel t display only the images that have been used or those that have not yet been added to a sprea




### 4.7 Spread Function Buttons

At the top and bottom of each spread, there is a series of function buttons. From left to right, their functionalities are as follows:

**Load Similar layouts** – Allows you to switch to another layout with the same image number

**Add Spread** – Adds a new spread to your album
**Delete Spread** – Removes the selected spread from the album
**Duplicate Spread** – Creates an exact duplicate of the selected spread
**Move Up** – Moves the spread one position up in the sequence
**Move Down** – Moves the spread one position down in the sequence
**Flip Horizontal** – Flips the direction of the spread in a horizontal layout
**Flip Vertical** – Flips the direction of the spread in a vertical layout
Automatic Layout **Free Edit Layout** – Switches the spread creation from automatic to manual, allowing you to add or remove images without automatically changing the layout

### 4.8 Top Bar Function Buttons

At the top of the application, you will find several buttons related to images and elements that can be added to a spread. Below is a description of their functions, listed from left to right:

**Undo** – Reverts the last action
**Redo** – Reapplies the last undone action
Effects **Effects Palette** – Opens the palette to add borders, shadows, and other effects
Shapes **Shapes Palette** – Opens the palette to add shapes
Text **Add Text** – Adds text to the spread and opens the text options palette
Slot **Add Slot** – Inserts an empty slot into the spread
**Clear Spreads** - Clear all spreads from images, backrounds, colors, e.t.c
**Auto Fiil Spreads** - Fills all spreads with images automatically
**Page Manager** – Opens the Page Manager, allowing you to reorder and manage your spreads.
**Change Layer Order** – Adjusts the stacking order of elements, front to back
**Swap Images** – Swaps the positions of two selected images(Shortcut: **S key)**
**Flip Horizontal** – Flips the selected image horizontally
**Flip Vertical** – Flips the selected image vertically
**Change Opacity** – Adjusts the opacity of one or more images simultaneously
**Duplicate Item** – Creates a duplicate of the selected item, **slot**, **text** or **shape**
**Delete Items** – Removes one or more selected items
N **Numbers on Slots** – Displays or hides the numbers on the slots
**Crease Line** – Displays the crease line at the center of the spread
**Add Background** – Adds a background to the spread and opens its options
**Color Palette with Eyedropper** – Allows you to assign color to various elements, including

## 6.0 Creating the Album Spreads

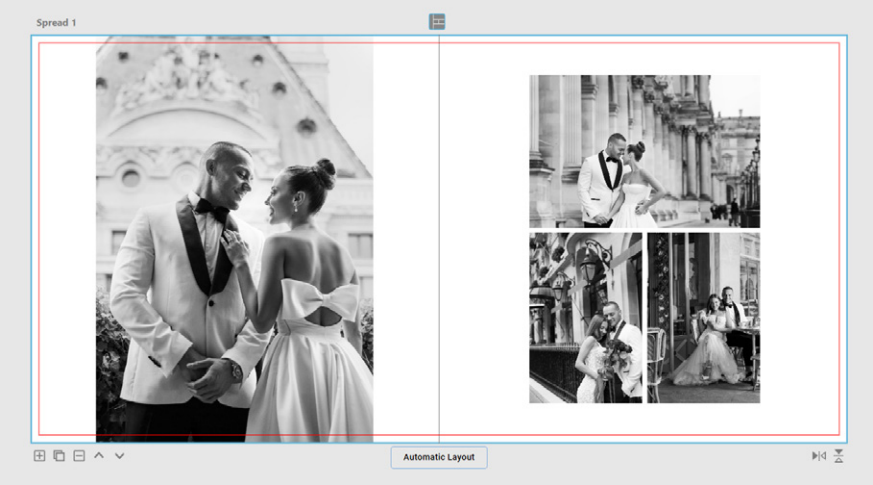
Once the images for your album have been imported, you can move on to the enjoyable and creative process of designing your spreads. The automatic spread creation feature of **SDS** makes this process both easy and exciting.
To create a spread, select the images you want from the image list and drag them onto the first page. A spread will be generated automatically, with each image placed correctly—horizontal images remain horizontal, and vertical images remain vertical.
At the same time, several alternative layout options will appear in the Templates list, allowing you to choose a different layout, if the initial option does not meet your needs.

### 6.1 Automatic and Free Edit Layout Options

Our App provides two layout modes that allow you to create your spreads according to your preferred workflow: **Automatic Layout** and **Free Edit Layout**. The Automatic Layout and Free Edit Layout options apply to all spreads in the album.

### 6.2 Automatic Layout

The Automatic Layout option automatically places your images into the available slots of the selected layout. This option is ideal when you want to quickly create a professional-looking spread without manually adjusting each image. The App will arrange your images according to the selected template.

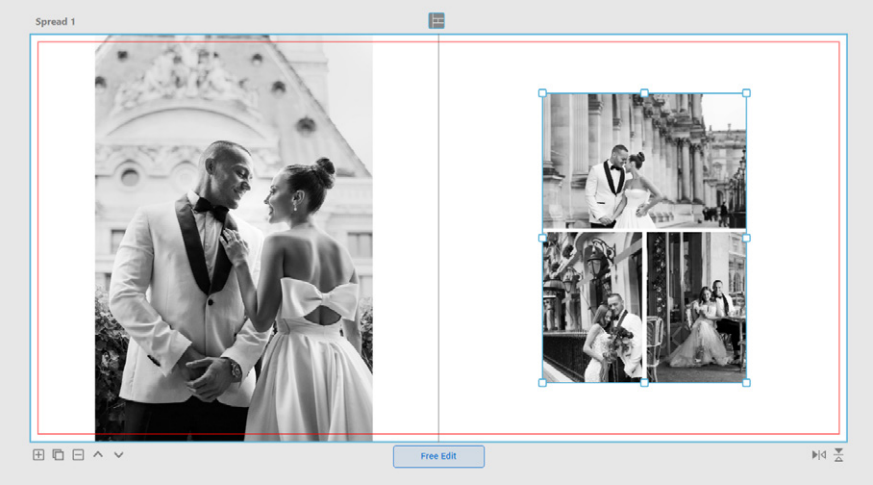



**AUTOMATIC LAYOUT**

### 6.3 Free Edit Layout

The Free Edit Layout option gives you full control over the images placed on the spread.
When Manual Layout is enabled, you can move, resize, and adjust images freely to create your own custom arrangement.

Use Free Edit Layout when you want to:
Change the position of images.
Adjust the size of individual images.
Create a more personalized spread design.
Make detailed adjustments to the automatically created layout.
**Note**: If you want to manually move images on a spread, make sure that Manual Layout is selected.



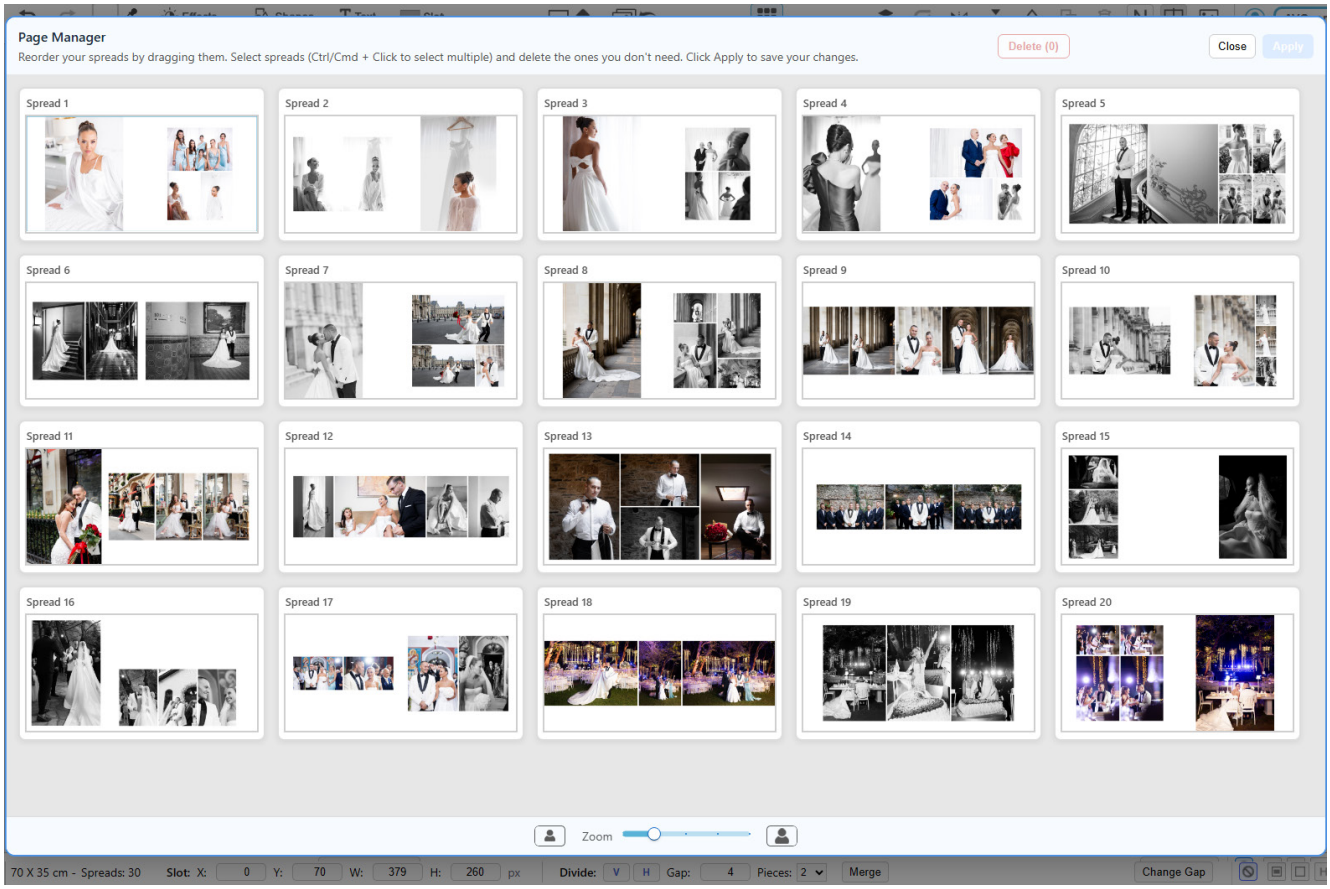

**FREE EDIT LAYOUT**

## 7.0 Using the Page Manager

The **Page Manager** provides a quick and convenient way to organize your album. It displays an overview of all the spreads in your project, allowing you to easily manage the structure of your album.

Using the Page Manager, you can **drag and rearrange spreads**, change their order, and delete unwanted spreads. This makes managing large albums faster, easier, and more efficient.

The Page Manager is especially useful when working on albums with many spreads, as it allows you to quickly review the entire project and make changes to the album structure without opening each spread individually.




### 7.1 Options

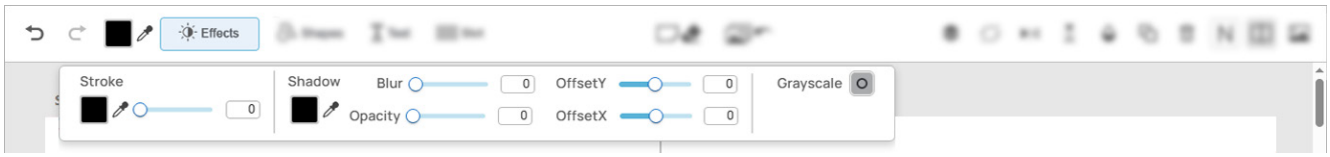
1. Reorder your spreads by **dragging them**

2. Select spreads **Ctrl/Cmd + Click** to select multiple

3. Click the **Delete button** to delete spreads

4. Click the **Apply button** to Apply the changes and close the Page Manager

## 8.0 Adding Effects to Items



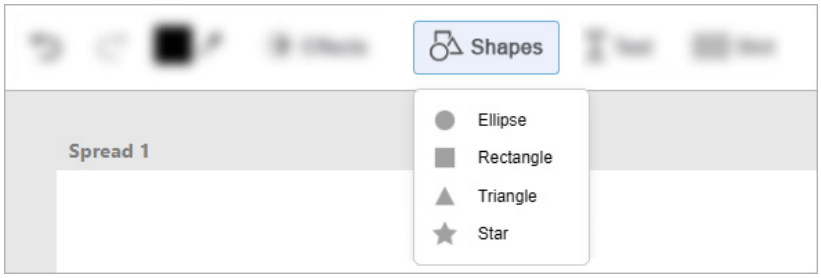

### 8.1 How the Effects palette works

To add effects to an image, click the **Effects** button. The Effects palette will appear, allowing you to apply one or more effects—such as **Stroke** and **Shadow**, or convert the image to **Black and White**—to one or multiple images at once. Any effect you add can be removed at any time, as the process is completely **non-destructive.**

When applying effects to **Text**, only **Stroke** and **Shadow** are available.
For **Shapes**, the only available effect is **Shadow**.

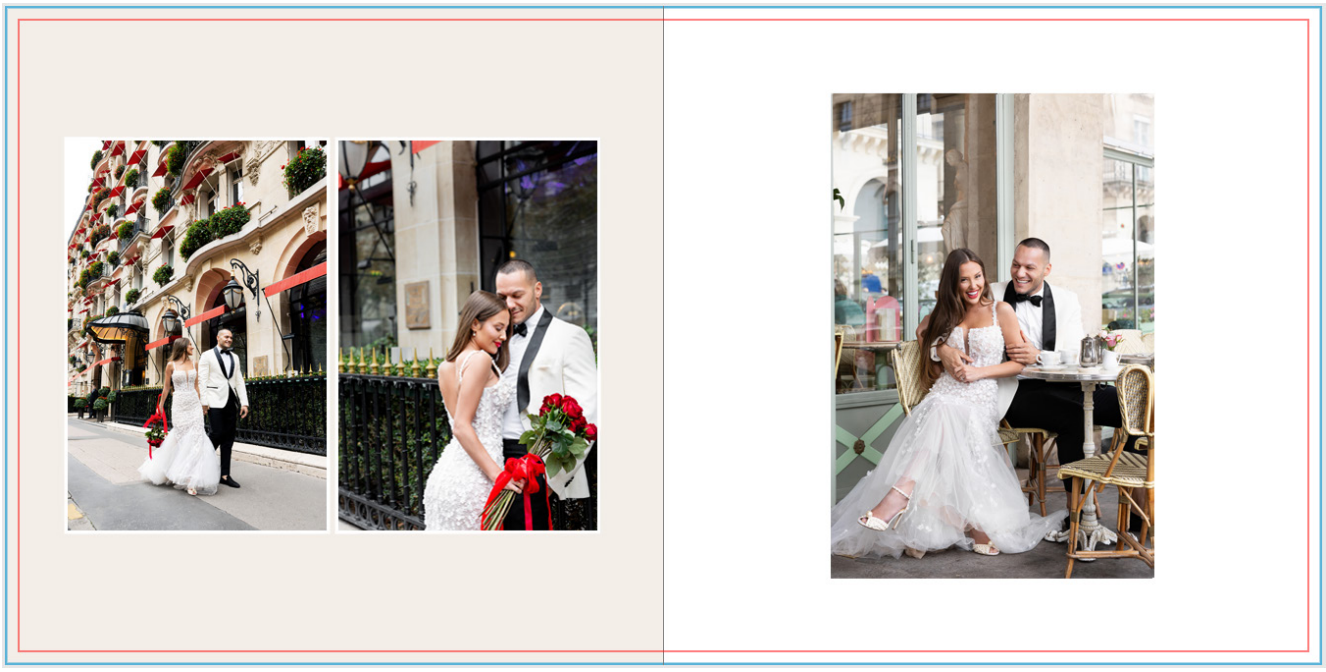
With **right click** on an image you **copy its effects** and with right click you paste them to other images.
To close the Effects palette, simply click the **Effects** button again.

## 9.0 Adding Shapes

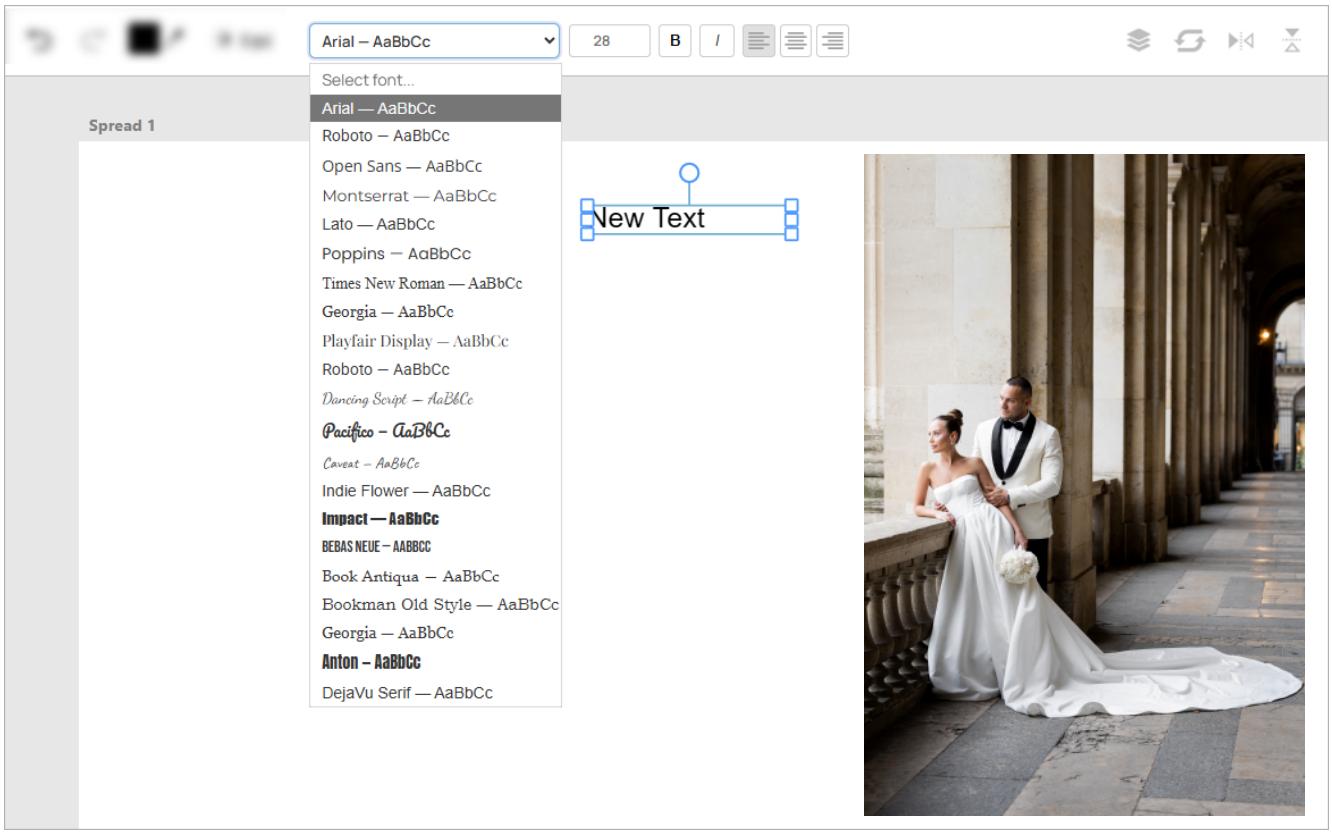



### 9.1 How the Shapes pallete works

In addition to images, **EDA Online** allows you to add decorative Shapes to a layout. There are four available shapes: **Rectangle**, **Triangle**, **Ellipse** and **Star**.
By incorporating shapes, you can give your spread a completely new style. For example, in the image below, the effect was achieved by adding one rectangular shape, with a light yellow color, to the half part of the page on the left.



## 10.0 Adding Text




### 10.1 How the Text pallete works

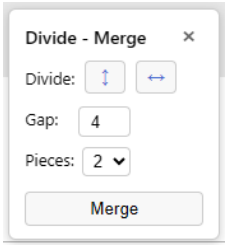
To add text to a layout, click the **Text** button. A new text box, named **New Text**, will be added.
Double-click inside the text box to type your content, either on a single line or multiple lines.
To change line simply press the Enter Key on your keyboard.
The program includes several fonts in various styles, so you will easily find the one that suits your needs.
Once your text is entered, you can adjust the **font size**, apply **Bold** or **Italic** styles, and align the text to the **Left**, **Right,** or **Center** of the frame.

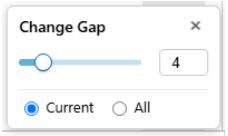
When moving the text, dynamic **alignment lines** appear, helping you position it accurately in relation to the images or anywhere else on your layout.

## 11.0 Create Your Own Templates

### 11.1 Creating or Modifying Templates

In addition to the hundreds of templates available in the program, you can easily create your own or modify an existing one by adding one or more images.
To create a new template, click the **Slot** button in the program bar. A **Slot** will be added to the layout, and you can drag its edges to adjust its size as needed.
Next, use the **Divide-Merge** form at the bottom bar to divide the frame into equal sections. If desired, you can use the **Merge** option to combine some sections.
You can also use the **Change Gap** option, to adjust the spacing between slots in your layouts at any time. Finally, drag the images you want into the frames to design your own custom layout.



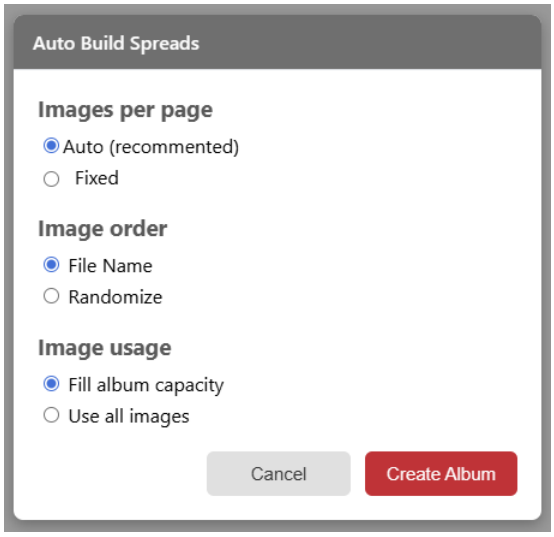



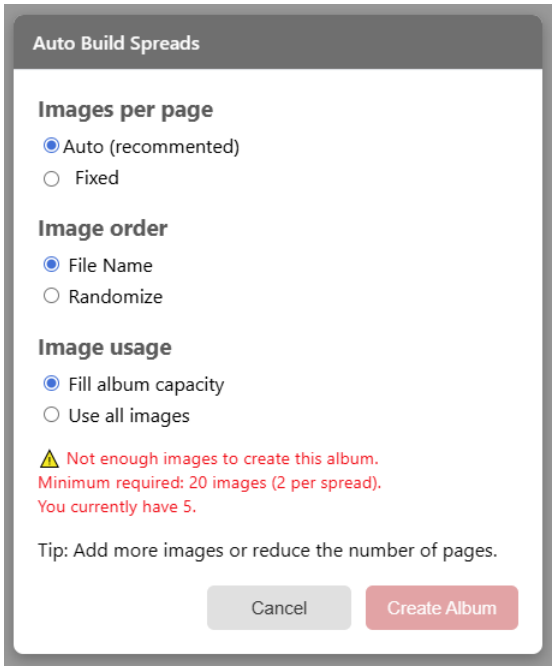
## 12.0 Auto Fill Spreads

### 12.1 Automatically Fill All Spreads

The **Auto Fill Spreads** button allows you to fill all album spreads with images using a single click. It is located on the top toolbar of the application, in the center of the screen, so it is immediately visible and easily accessible.

The **Automatic Spread Fill feature** creates the layout of an entire album in just a few seconds. Each time you use it, the result will be different, as the selection of Templates is performed randomly. The final result also depends on the options you define in the **Automatic Fill** settings form.



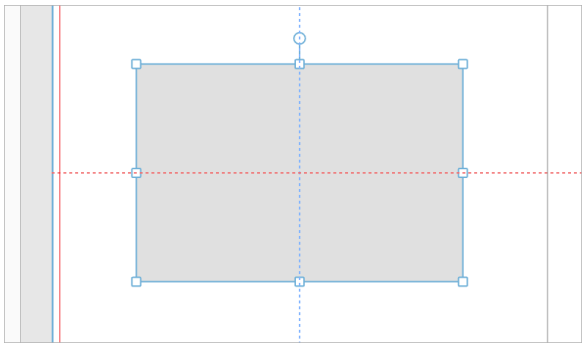

When the images you have imported into the album are **not sufficient** for the automatic fill process, the application will notify you with a relevant message.

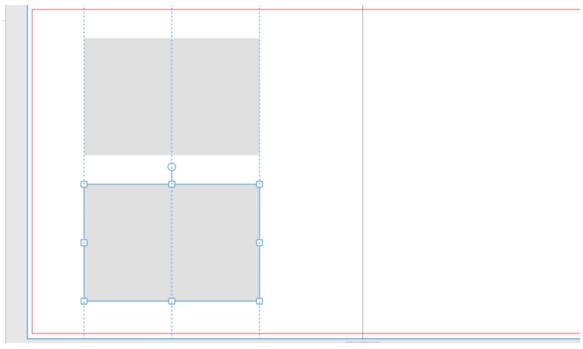
In this case, you will need to **import additional images** or **remove one or more spreads** in order for the process to continue.

## 13.0 Dynamic Alignment Guides

**EDA Online** offers very easy image alignment through the use of **Dynamic Alignment Guides**. When you move or resize an image, or group of images the alignment guides will automatically appear.

This allows you to easily: Align images to the same height or width, Center images on a page, And create precise layouts with minimal effort. The **alignment guides** are also available in **Text** and **Shapes.**
The guides displayed in **red** indicate alignment to the **center of the page**, both vertically and horizontally. All other alignment guides are displayed in **blue**.



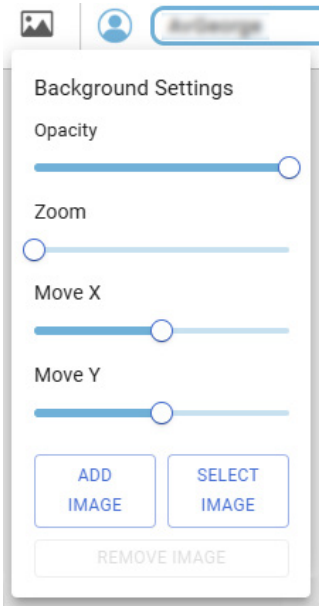


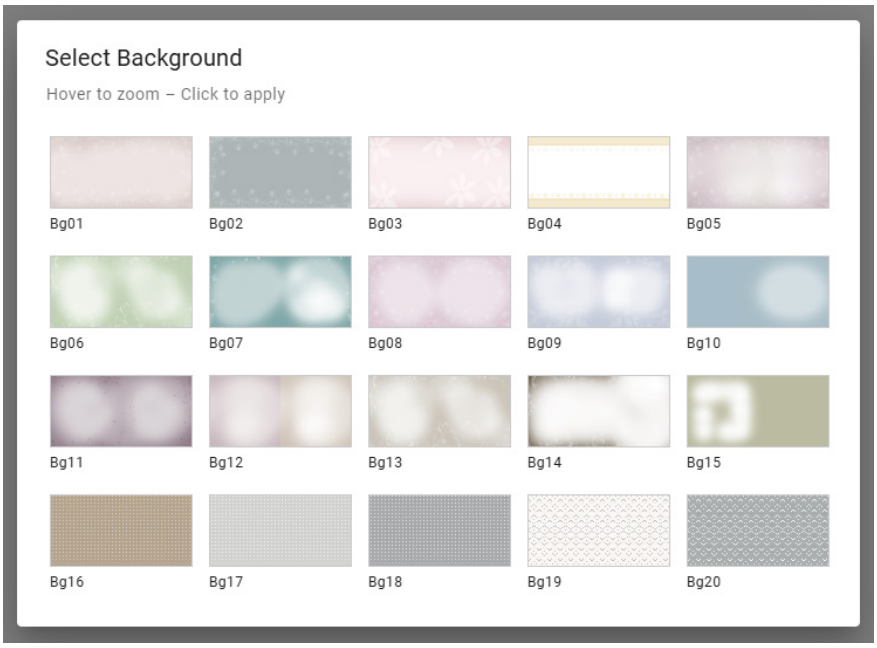
## 14.0 Background Settings

### 14.1 Adding Custom and Built-in Backgrounds

By clicking the Background Settings button, the Background palette appears, displaying the available background options.
By pressing the **ADD IMAGE** button, you can select a background image from your computer and apply it to a page. You can adjust the Opacity of the background, as well as the Zoom level and its position, using the Move X and Move Y controls.
In addition to adding your own background images, the program also includes a collection of built-in backgrounds. You can access them by clicking the **SELECT IMAGE** button. When pressed, the selection window shown below will appear.
**Click** on any background to apply it to a page.

Finally, to remove a background, click the **REMOVE IMAGE** button located at the bottom of the palette.



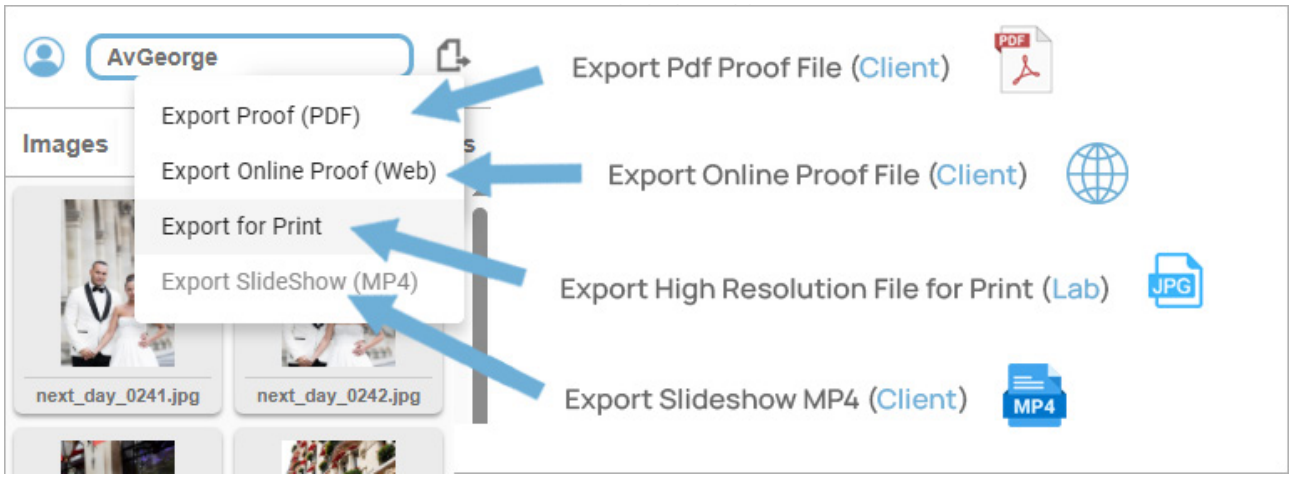

## 15.0 Apply ZOOM to images

### 15.1 Zooming and Moving an Image Inside Its Frame

To apply zoom to an image, first select it with the mouse and then **double-click** on it. A **dashed**, **thick selection** will start rotating around the selected image. Use the **+** and **-** buttons on the image, to zoom in the image and then move the image to the desired position within its frame. Once you are satisfied with the result, click outside the image frame to return to your layout or press the Enter key on your keyboard.

| | |
|---|---|
| | |
| NORMAL | ZOOM MODE |

## 16.0 Exporting Layouts



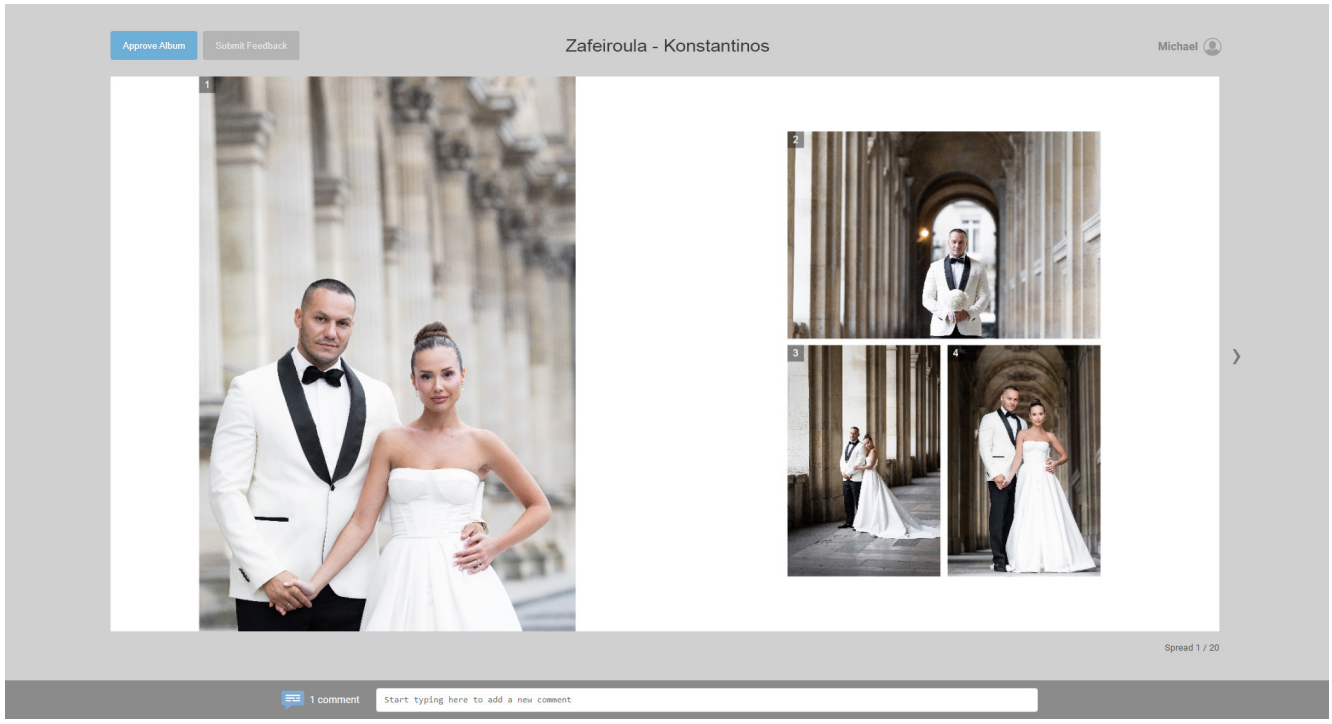

### 16.1 Exporting Layouts - Proof, Full Resolution Files & Slideshow

Once your design is complete, it needs to be exported from the program. For albums, the first step is to create a Proof or an **Online Proof** for client review. Any requested changes should be made before proceeding to production. Once the design has been approved and is ready, the layouts can be exported in high-resolution files for printing.

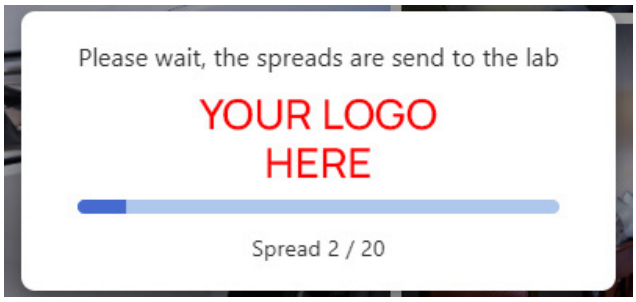
**EDA Online** supports all of these steps. After finishing your design, click the Export button located in the upper-right corner of the program above the image panel. You will then see several export options, depending on the product type. For albums, these include **Export Proof, Export Online Proof, Export for Print, and Export Slideshow MP4.***

**Export Proof** For single-page products, the PDF will contain one page, while for albums it will include a page for each spread. After the PDF is generated, a message will appear prompting you to save the file to your desired location on your computer. You can export the proof as many times as you want.

**Export Online Proof** – This option creates a web page containing all the spreads of your album. After selecting **Export Online Proof**, you can enter your client's details and send them an email invitation to review the album. Your client can view the album online, navigate through the spreads, and **add comments below any spread** that requires changes. Once the review is complete and the feedback is submitted, **you receive an email notification** and can return directly to the application to review the requested changes. Spreads with client feedback are clearly marked, making it easy to identify which ones require updates. When you export a new proof after making the changes, the previous comments and your replies remain available to the client, providing a clear review history throughout the approval process.

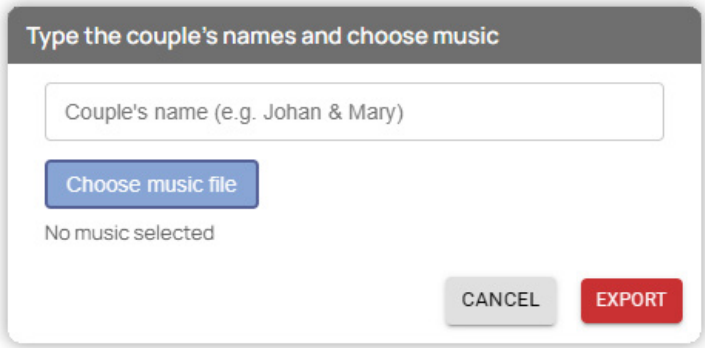


**Export for Print** – When the album is ready for binding, select this option. The album will be exported in high resolution, including all details, and sent directly to our binding workshop.




Please note that an album can only be exported **1 time.** After the first export the **Export for Print option will be locked.**

***Export Slideshow MP4** – The Export Slideshow MP4 option allows you to create a slideshow with music, which you can save on your computer and share with your clients. The slideshow can be viewed on any device, including TV, computer, tablet, and mobile phone.
To use this option, you must **first export the album for print** to our lab. Once the album has been exported for production, the Export Slideshow MP4 option will become available.
When you select this option, a dialog window will appear. From there, you can enter the **names** of the couple, if you wish. If entered, the names will appear in white text on a black background on the first slide of the slideshow. From the same dialog, you can also select the music file you want to use for the slideshow. The music file is necessary in order for the slideshow to begin.




After confirming your selections, the export process will begin. First, the album pages are exported, and then the slideshow is generated. The duration of the music is automatically calculated in combination with the number of spreads, so that the slideshow fits the music seamlessly.
The slideshow resolution that the app produces is **full HD 1920x1080 px**.

After the creation has finished, a message will come to you for you to click and download it.
You can then sent it to your clients and they can watch this beautiful moment of their lives on any device they want.

Thank you for choosing **EDA ONLINE!**
We hope this guide has helped you understand the full capabilities of **EDA ONLINE** and how to create beautiful, professional digital albums with ease. You can also visit our **Help Center**, where you will find video tutorials and answers to questions you may have.
https://easydigitalalbum.com/eda-online-helpcenter/

**EDA ONLINE** makes creating stunning digital albums easy and fun. Enjoy the process. Every page you design brings your story to your clients—beautifully and effortlessly.

Happy designing!

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