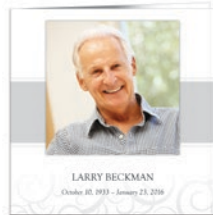


# DIGITAL AND PHOTO KEEPSAKES



BOOKSHELF BOX



SOFTCOVER BOOK



ONLINE MEMORIAL



DIGITAL MEMORIAL BOOK

**1 SELECT A THEME** for your Digital Keepsake. Each theme is paired with a song. To preview the theme and song, please visit [videos.forestlawn.com](http://videos.forestlawn.com), and click on a theme.



*Additional bookshelf box themes are available for Heritage/Devotion and Elegance/Legacy stationery designs. Please visit [videos.forestlawn.com](http://videos.forestlawn.com) to review.*

**2 SUBMIT PHOTOS** for your Digital Keepsake using one of the following options. (50 photos max)  
Please name your photos in the order you would like them to appear in your DVD (example: photo1.jpg, photo2.jpg, photo3.jpg)

**• DIGITAL PHOTOS**

Copy your photos onto the Forest Lawn flash drive and bring the flash drive back to Forest Lawn.

Or email your photos to the email address of the park that you are working with. Please put your family name in the subject line.

<p>GLENDALE</p> <p><a href="mailto:gl-familyservice@forestlawn.com">gl-familyservice@forestlawn.com</a></p>	<p>HOLLYWOOD HILLS</p> <p><a href="mailto:hphotos@forestlawn.net">hphotos@forestlawn.net</a></p>	<p>COVINA HILLS</p> <p><a href="mailto:chphotos@forestlawn.net">chphotos@forestlawn.net</a></p>
<p>LONG BEACH</p> <p><a href="mailto:lbphotos@forestlawn.net">lbphotos@forestlawn.net</a></p>	<p>COACHELLA VALLEY</p> <p><a href="mailto:cvphotos@forestlawn.net">cvphotos@forestlawn.net</a></p>	<p>CYPRESS</p> <p><a href="mailto:cyphotos@forestlawn.net">cyphotos@forestlawn.net</a></p>

**• PRINT PHOTOS**

Place your photos in the envelope provided. Bring them back to Forest Lawn and we will scan them for you. Please mark the back of the photos with the order you would like them to appear in your DVD (example: photo 1, photo 2, photo 3)

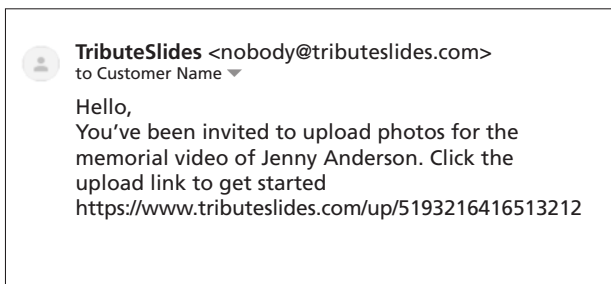
**3 REVIEW THIS SCHEDULE** to ensure that photos submitted for the DVD can be added to the Digital Keepsake before your first scheduled service. Photos cannot be guaranteed to appear in the Digital Keepsake if submitted after the cutoff time shown.

The custom DVD tribute will play at your service. Photos in the softcover book will lay out in the same order as the DVD. The softcover book and the final boxed keepsake will be delivered to you in about 7-10 business days.

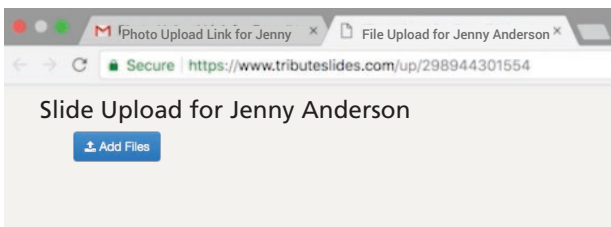
DAY OF SERVICE	SUBMIT ALL SELECTIONS AND PHOTOS BEFORE
MONDAY	SATURDAY, 2 PM
TUESDAY	SUNDAY, 2 PM
WEDNESDAY	MONDAY, 2 PM
THURSDAY	TUESDAY, 2 PM
FRIDAY	WEDNESDAY, 2 PM
SATURDAY	THURSDAY, 2 PM
SUNDAY	FRIDAY, 2 PM

# HOW TO USE THE FAMILY UPLOAD FEATURE

- 1 You will receive an e-mail with the upload link.  
**CLICK ON THE LINK** in the email.

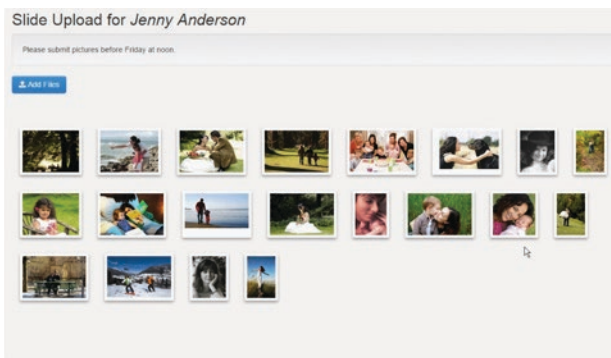


- 2 **CLICK ON THE "ADD FILES" BUTTON.**  
Select photo file(s) from your computer or mobile device.



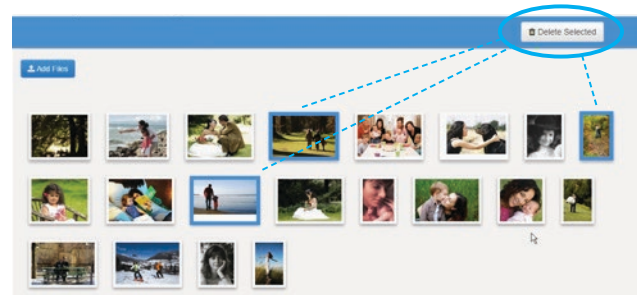
*TIP: You can upload from a computer or a mobile device.*

- 3 Once the photos and videos have been uploaded you will see this:

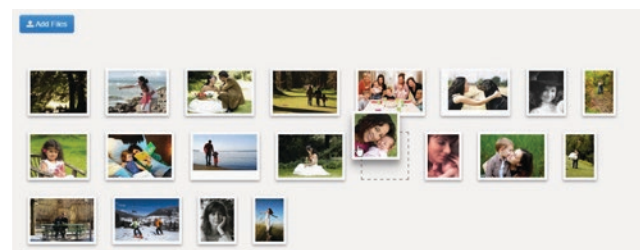


- 4 **TO DELETE PHOTOS:**  
**CLICK ON A PHOTO** and a message will appear asking if you want to delete the photo.  
**CLICK "DELETE SELECTED" BUTTON.**

*(Note: This can also be done with multiple photos at once – see below\*)*



- 5 **TO ARRANGE PHOTOS:**  
It's easy to rearrange the photos. Simply **CLICK AND DRAG** the photo to the preferred order.



*\*Tips for deleting or arranging multiple photos:*

- Click on a photo to select it.
- Hold the **SHIFT** key while clicking on another photo to select all photos in between.
- Hold the **CTRL** or **COMMAND** key to add or remove a single photo from selection.
- Multiple photos can be deleted or moved at once if they are all selected.

- 6 **THAT'S IT:** Your uploads are automatically saved. You can return and add/delete photos per the schedule timeline.