

# ACTIVATING TAG WIZARD

## WHAT YOU NEED TO KNOW TO GET STARTED WITH TAG WIZARD

### EACH SCHOOL MUST ACTIVATE

At its core, Tag Wizard harnesses what we know from your Portraits and your Name List to help you identify faces in images. Tag Wizard is **entirely optional** and is not automatically activated. If you have questions, discuss them with your yearbook representative to see if Tag Wizard is right for you.

### TAG WIZARD CONTROLS

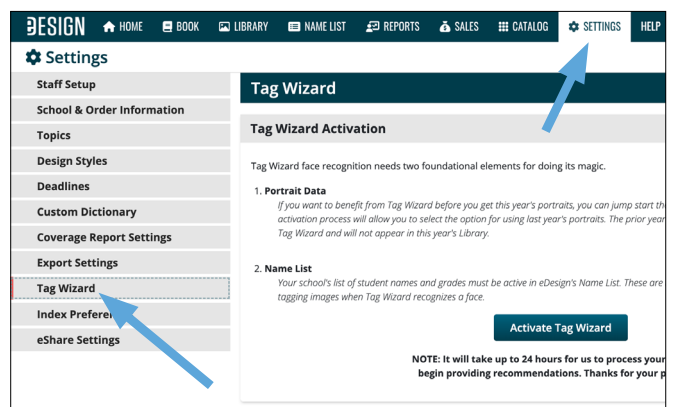
Advisers can go to the **Settings** tab in eDesign, and then click the **Tag Wizard section** along the left. The options you seen here will appear differently for customers who used eDesign last year and those who did not.

So you can take advantage of Tag Wizard's magic as early in the year as possible, we developed the Jump Start option for activation described below.

### JUMP START

Jump Start helps you use Tag Wizard before you have this year's portrait file from your school photographer. If you activate Tag Wizard with Jump Start, eDesign will look at last year's portraits as references for identifying people in this year's images. When this year's portraits come in, they will bump out those older portrait faces.

- 1. NAME LIST IS MANDATORY.** When you activate Tag Wizard with Jump Start, we compare this year's name list against last year's portraits. Importantly, this Jump Start match up happens once. If you activate Tag Wizard before you have your Name List in place, we won't be able to make any matches for you - so ensure that your Name List is in place before you activate Tag Wizard with Jump Start.
- 2. IF YOU USED eDESIGN LAST YEAR,** the Jump Start process will automatically compare last year's portraits to this year's Name List. Last year's portraits won't appear in this year's Library—they are just used by Tag Wizard behind the scenes. The only place you will see them is as a visual reference next to the names in the name tagging panel.
- 3. DID YOU USE SOMETHING OTHER THAN eDESIGN LAST YEAR?** If so, there's an additional requirement if you want to use Jump Start. You will need your portrait PSPI file from last year since we don't have them in eDesign.  
In **Settings > Tag Wizard**, you'll see instructions for what you need to do. You'll upload last year's PSPI file before activating Tag Wizard with Jump Start. We'll use those portraits to jump start Tag Wizard, and then we remove those starter portraits from your Library since they are only used for Tag Wizard Jump Start purposes. Contact tech support or your yearbook rep for guidance.
- 4. JUMP START: TOGGLE ON OR OFF WHEN ACTIVATING** It's entirely up to you whether to use Jump Start and last year's portraits. If you do not wish to do this, simply set the toggle to **Off** before activating Tag Wizard.



## Activate Tag Wizard

Jump start with last year's portraits  Off  On

We can jump start Tag Wizard using last year's portrait data. This will give you tag recommendations earlier in the year (no need to wait for this year's portraits).

**Important:** For Jump Start to work, we need this year's Name List in eDesign. Please activate Tag Wizard with Jump Start only after you have uploaded your Name List to this year's book.

Please allow us approximately 24 hours after activation for Tag Wizard results. We're excited to make your job easier by helping identify people in your candid's.

Go [HERE](#) for more information about Tag Wizard.

Cancel

Activate

### WATCH A TUTORIAL VIDEO

To see this in action, watch the tutorial video linked here:  
[v-ybk.link/activate-tag-wizard](https://v-ybk.link/activate-tag-wizard).

