

# Flipbooks Quick Reference Guide



## SETUP

### Flipbooks Requirements

- 8.5 x 11" pages
- 2+ pages
- Portrait Orientation
- PDF Format

## PROCESSING

### Processing

When uploaded properly, flipbooks will process every 15 minutes (:00, :15, :30: 45). Do not upload into the “processing or “processed” folders.

## SELLING

### Tagging & Publishing

Tagging items allows reps/customers to purchase through your flipbook and reduces customer friction. Although not required, this can help **increase your sales and grow your business.**

**Publishing each flipbook is required** – if your flipbook causes the app to crash it is most likely due to not being published. **When in doubt, publish it!**