

Quick Start Guide to Artifcts

You've got 'stuff' with memories and stories that are meaningful to you, and you're interested in creating an Artifcts collection. Now what?

1. Go to the Artifcts Website or App

- **Visit Artifcts from your computer**
Open a web browser (e.g. Chrome, Safari, Edge) and go to Artifcts at [Artifcts.com](https://artifcts.com).
- **Download the app to your phone or tablet**



→ **Check out our FAQs** (artifcts.com/faq) for additional tips, set up, and troubleshooting information.

2. Join Artifcts Free

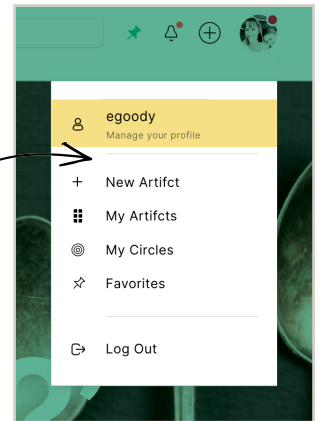
'Start free!' is our easy, zero obligation option to begin Artifcting.

- **Register.** Use your personal email address and a password, or register with your Google, Apple, or Facebook account.
- **Validate your account.** You must validate your email to complete your registration. Check the email account associated with the email you provided or that is linked to your third-party account. Click the confirmation link, and you're ready to go!

3. Prepare Your Account for Action *(Optional)*

Navigate to your Account Settings to quickly make and/or change a variety of selections to customize your experience.

- **Photo, banner, and 'About me.'** Use a photo and banner with your account so that when others share Artifcts with you, they will recognize instantly that it is you! You can also share a bit about yourself so others can get to know you.
- **Legacy contact.** What if you're gone tomorrow? Who should inherit your Artifcts? You can choose primary and secondary Legacy Contacts.
- **'Always share with.'** Sharing each Artifct with the same person is tedious. Grant specific individuals access automatically to view the Artifcts you create.
- **Create a network.** Shared Artifcts have special powers, whether shared with family and friends, estate lawyers, or insurance agents. Import contacts from your personal email or add individuals one by one, making it easier to share Artifcts, create sharing lists and invite-only circles, and invite others free to Artifcts. [How-to tips >](#)



→ **If you have purchased a Concierge Package,** a member of the Artifcts Team will help you through these steps!

4. Create an Artifct

For each Artifct you create, you will need a photo, video, or audio snippet along with a few details about it.



Each Artifct only needs:

- **One media file.** But you can include up to five photos, videos, or audio files to capture different angles or details or related items and events.
- **Name.** This can be literal ("Mom's piano") or more like a headline ("That Time She Tried Hockey")
- **Category (What is it?).** Type to search categories like "Recipe" or "Toy." Unsure? Choose 'Other Artifcts' and move on.
- **Story, memory, or description of any length.** Stuck on what to write about your Artifct? [Check out these tips >](#)
- **Country.** You can always choose unknown/not relevant.
- **Bonus!** Paid members can also add up to three documents (receipt, warranty, certificate of authenticity, appraisal, original photo file, etc.). > [Continued on page 2](#)

→ **Audio files accelerate Artifcting.** Recording a story right on your phone (or a free app on your computer or tablet) and adding it to your Artifct can make creating Artifcts faster and add all sorts of fascinating details. Plus, people love to hear the voice of the original Artifct creator! [How-to tips >](#)



4. Create an Artifact, continued

Variety of Fields Available to Shape Your Artifact

You can create an Artifact by filling out just four fields!

Create new Artifact | Artifacts

artifacts.com/member/artifacts/add#

Artifacts

SERVICESINSPIRATIONARTIFACTS A TO Z

Browse Artifacts

ARTIFACTS \ HOME \ MY ARTIFACTS \ ADD TO MY COLLECTION

Add to My Collection

Quick FormFull Form

Add Photo, Video, and Audio

Include up to 5 files

Drag files here

or

Browse elsewhere

My Device

box

Max file size: 30MB

Valid file formats: AAC, AC3, AVI, HEIC, JPG, MKV, MOV, MP3, MP4, M4V, M4A, OGG, PNG, WAV, WEBM, WMA, WMV.

NAME YOUR ARTIFACT *

WHAT IS IT? *

OCCASION

DESCRIPTION OR STORY *

WHEN ACQUIRED (BY YOU)

HOW OLD IS IT?

MARKET, SHOP, OR VENDOR

COUNTRY OF ORIGIN *

ARTIST OR MAKER

VALUE (US\$)

DIMENSIONS

WEIGHT

CURRENT LOCATION

IN THE FUTURE

DOCUMENTATION

TAGS

PUBLIC

CancelSave

VIEW FAQs

ARTIFACTS A TO Z

INSPIRATION

SERVICES

MANAGE ACCOUNT

f @ p in

Sign up for ARTICLES

Gain a new perspective on 'stuff' with exclusive content, direct to your inbox.

Your email

DOWNLOAD THE ARTIFACTS APP

App StoreGoogle Play

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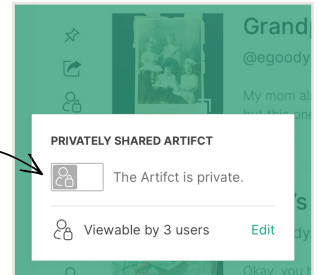
4. Create an Artifact, continued

Have more details? Great!

- When you're in edit mode, at the top of the Artifact form, choose **'Full form'** to add the artist, shop or market, date purchased, weight, dimensions, and more!
- **Dimensions and weight** are especially helpful if you are Artifacting before moving, placing items into storage, adding pieces to an insurance policy, or requesting a valuation or appraisal.

Before you click 'Save.'

- **Add custom tags.** Tags act like instant folders, because you can click a tag on any saved Artifact and it will show you all your Artifacts with that same tag. Use it for places, family branches, schools, jobs, or even tag a recipe *#dessert*.
- **Privacy.** Your Artifact is private by default. Do you want to make your new Artifact public? If yes, click the toggle to change to public.



Privacy First, But the Choice Is Yours!


After you create your Artifact, you will have options to immediately view and share your new Artifact.


- **If your Artifact is private and you want to share it,** type to enter an email or Artifacts screen name along with an optional message. If you have imported contacts to build your network, you can also just type a friend's name and select from the options that appear.
- **If you make your Artifact public,** you may also choose to share it in social media. On the Artifacts app, you can also choose to 'share a link' for public Artifacts and share it by text message, email, and Facebook Messenger, for example, too.

→ **If you want to share your Artifact and aren't sure whom to share with, share with our founders! @heather and @egoody love receiving Artifacts – the best gifts!**


Decrypting Icons


Here's a quick list of the most common icons you'll encounter at Artifacts.


 **Create new Artifact.** Look for this to instantly open a form to create a new Artifact.

 **Share.** Your sharing options vary depending on whether the Artifact is public and your access permissions to the Artifact.


Privacy. Artifacts may be:

 **Private,** viewable only by you, the owner

 **Semi-private,** viewable only by the owner and select others


 **Public,** viewable by anyone who accesses Artifacts.com.

 **Pin.** Favorite Artifacts that you want quick access to.


 **Follow.** You will receive an alert when a person you follow gives you access to a new Artifact. You cannot see who follows you on Artifacts.


View style. As you browse your Artifacts or other Artifacts, you can choose the view style you prefer.


 **List**


 **Tile**


 **Flipbook**


 **Invite-Only Circle.** Each lets all members of the circle view Artifacts others share with the circle.


 **List.** To simplify sharing, you can create sharing lists, e.g. best friends, immediate family, and classmates.


 **Download.** Click and then select your preferred format: PDF, Excel, CSV or a ZIP containing all the Artifacts' details, media files, and documentation.


 **Create QR Code.** Creates a unique code that when scanned opens the specific Artifact or Artifact member gallery for others with view privileges.

 **Edit.** You will only see this icon if you have edit privileges to a resource.

 **Delete.** When clicked, we'll ask if you're sure, before we then permanently delete the resource.

 **Silence Member.** Clicking 'Silence' removes Artifacts from a specific Artifact Member from your feed.

 **Report Member.** Clicking 'Report' and completing the form alerts Artifacts to a potential violation of its community terms.

 **Alert.** Alerts related to your Artifacting network and updates from Artifacts, all available by email, too.



4. Create an Artifact, continued

Flipbook View of an Artifact

Many of the Artifacts icons are on display here in this Artifact. Did you know that categories, tags, and screen names (e.g., @egoody) are clickable? Try it! And be sure to try 'What's it worth?'

The screenshot displays the Artifacts website interface. At the top, the header includes the Artifacts logo, navigation links (SERVICES, INSPIRATION, ARTIFACTS A TO Z), a search bar, and user profile icons. The main content area features a large image of a flipbook titled "Our Cape Cod Whale Tale" by @egoody. The flipbook shows a whale and a lobster pot. A sidebar on the right contains a search bar, filters, and a "View as:" dropdown. The artifact details section includes a description, categories (Life's Moments: Firsts, Life's Moments: Memorabilia), tags (#ArtifactsVideo, #H&H, #summerfun, #TheCape), and a "What's it worth?" button. The footer contains links to various sections and a sign-up form.

Artifacts SERVICES INSPIRATION ARTIFACTS A TO Z Browse Artifacts

ARTIFACTS \ HOME \ @EGOODY'S ARTIFACTS

@EGOODY'S ARTIFACTS
Wife, mother, friend, cyclist, book lover, plant killer, & world explorer + co-founder of Artifacts!

+ Artifact Download My Artifacts Search my Artifacts All View as: [icon] [icon]

Our Cape Cod Whale Tale
@egoody Follow

Day one in Cape Cod was all about **Classic Cape Cod**. But on day two, @Heather, @HazelBasil, @VGoody, and I headed offshore to go whale watching. A great first for those of us NOT from the Cape! We set sail at 9 am from Provincetown, or Ptown in local slang. It's at the northern tip of the Cape, which confusingly locals also refer to as "down Cape."

Categories Life's Moments: Firsts Life's Moments: Memorabilia

After three hours sailing with Provincetown Whale Watching (<https://whalewatch.com/>), we scrambled for a lobster lunch at the Lobster Pot (<https://www.pstownlobsterpot.com/>), a bit of shopping, and some relaxation at Rye Beach. It's one of few (only?) beaches open to swimming on the ocean side of the National Seashore (<https://www.nps.gov/caco/index.htm>) due to shark activity elsewhere.

It was a delightful day around the Cape.

Collapse text

Categories Life's Moments: Firsts Life's Moments: Memorabilia

Tags #ArtifactsVideo #H&H #summerfun #TheCape

DETAILS

OCCASION
Travel

WHEN ACQUIRED
08.03.2022

COUNTRY OF ORIGIN
United States

Edit Export QR Code Delete

What's it worth?
Request a free valuation. [Learn more.](#)

Classic Cape Cod
@egoody
We missed only two Cape towns in our three-day stay. That pace and journey means we got a strong sense for the varying environment, food and...

[View Artifact](#)

ARTIFACTS A TO Z
Our Story
Testimonials
For the Record
The Press Center
FAQs

INSPIRATION
#ARTILife Gallery
Articles by Artifacts
Artifacts in Real Life
How Others Artifact
Browse Public Artifacts

SERVICES
Membership Plans
Concierge Services
Partner Services

MANAGE ACCOUNT
Membership
Legacy Contact
Sharing Preferences
My Network

f i p in
Sign up for ARTICLES
Gain a new perspective on 'stuff' with exclusive content, direct to your inbox.
Your email [>](#)

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Artifacts

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5. Having Fun? Become a Member to Expand and Curate Your Collection

We offer two annual membership options.

- **Arti Lite.** Not sure how many Artifacts you'll be creating? Start with Lite. It will also unlock features, such as adding documentation and requesting free valuations.
- **Arti Unlimited.** This membership provides the additional benefit of three Unlimited memberships to give to friends or family so you can enjoy Artifacting and story-sharing together.

As a paid Artifacts member, you will receive invites to Arti Events and can also purchase [Concierge Packages](#) to help get started, accelerate your Artifacting (ahead of a move, for example), or to ensure you're capturing the most information possible with each Artifact.

6. No Need for Regret or Perfection as You Artifact

We not only remove the story burden — use 5 words or 500, your memories, your stories, your choice — but we make it easy to manage your collection your way!

- **Do not overthink it — you can always edit!** This is not a scrapbook, journal, or photo book that you complete and it's done. You can add more and refine other details later. Simply open any Artifact, click 'Edit,' make your changes, and click 'Save.'
- **Wish you had kept your Artifact private?** We cannot erase the Internet, but you can certainly always change an Artifact back to private. Simple click on the Privacy icon, and toggle back to private.
- **Want to upgrade your membership?** Visit the membership management section of your Account Settings. You will be charged an upgrade fee for the remainder of your membership year.
- **Love Artifacts, but want to cancel?** Before you go, we will strongly encourage you to download your Artifacts (to Excel, CSV, PDF, or ZIP) so that you can keep those memories.



→ **You can also give Artifacts memberships as gifts.** They're perfect for people who already have everything and won't get hung up in supply chain and delivery delays.

→ **Artifacts.com and the Artifacts app are transparent and respect your privacy.** There are no hidden or confusing fees. No ads. Security comes first. And we never sell your personal data.