Sealed photo instructions for associates

Status: short collection handoff as of 2026-05-21.

Audience: non-technical product and marketing associates.

PDF: English PDF version

Summary

You do not need to prepare a perfect dataset.

Your job:

1. take real photos of sealed products;
2. place the photos in one folder per product;
3. fill one CSV row per product;
4. never use internet images or marketplace screenshots.

The technical team will handle final renaming, manifests, and the split between evaluation, reference, and public-display candidates.

Folder to send

```
sealed-field-batch-YYYY-MM-DD/
  photos/
    item-001-base-set-blastoise-booster-pack/
      IMG_3021.jpg
      IMG_3022.jpg
      IMG_3023.jpg
    item-002-prismatic-evolutions-etb/
      IMG_4101.jpg
      IMG_4102.jpg
  sealed-field-collection-template.csv
```

Names like `IMG_3021.jpg` are accepted. Do not spend time renaming 200 photos one by one.

The product folder name only needs to be readable. If the product is unknown:

```
item-003-unknown-sealed/
```

Photos per product

Useful minimum: **6 photos per product**.

Preferred: **10 to 12 photos per product**.

Take these first:

Photo	Goal
Straight front	Clean product identity
Front, slight left angle	Realistic phone scan
Front, slight right angle	Realistic phone scan
Glare or imperfect light	Plastic / shine stress test
Real-use context	Table, hand, shelf, normal background
Back or barcode if possible	Future OCR / pricing help

Keep hard photos if they are real. Just write the issue in `notes`.

Simple CSV

One row per product folder:

```
item_folder,expected_product_name,product_type,language,set_or_series,variant_or_artwork
item-001-base-set-blastoise-booster-pack,Base Set Blastoise Booster
Pack,booster_pack,fr,base1,Blastoise,explicit_permission,AB,false,phone photos
```

Important fields:

Field	Example
`item_folder`	`item-001-base-set-blastoise-booster-pack`
`expected_product_name`	`Base Set Blastoise Booster Pack`
`product_type`	`booster_pack`
`language`	`fr`, `en`, `de`, `jp`
`set_or_series`	`base1`, `151`, `sv8pt5`
`variant_or_artwork`	`Blastoise`, `Venusaur`, `Ptera`
`rights`	`owned_by_skn` or `explicit_permission`
`usable_for_public_display`	`false` unless clearly approved
`notes`	doubt, glare, unknown product, hard photo

If something is unknown, leave it empty or write `unknown`. Do not guess.

Product types

Use one of these values:

```
booster_pack
booster_display
booster_bundle
elite_trainer_box
blister
collection_box
tin
mini_tin
deck
other
unknown
```

AI or OCR renaming

Yes, the technical team can move fast: OCR, barcode text, folder names, and AI assistance can generate clean file names later.

So the associate rule is simple:

- do not rename every photo;
- create one clear folder per product;
- fill the CSV honestly;
- write doubts in `notes`.

Do not

- Do not crop.
- Do not apply filters.
- Do not heavily compress.
- Do not remove the background.
- Do not use internet images.
- Do not use marketplace screenshots.
- Do not invent metadata.

Final checklist

- Photos open correctly.
- Each product has its own folder.
- Each product folder has one CSV row.
- Each product has at least 6 photos.
- Rights are clear.
- Unknown products are marked `unknown`.