buddyboss

Apple App Store
Publishing Checklist

Overview

This checklist will take you through the steps of preparing your app to be published in the Apple App Store.

Following the requirements specified in this checklist will ensure your app meets Apple's App Store Review Guidelines.

Following is what's included in the Apple App Store Publishing Checklist:

- Prepare Your iOS App
- Prepare Your App in App Store Connect
- Prepare an App Store Version for Submission

Prepare Your iOS App

Setup In-App Purchases

If you plan to take payments for in-app content directly in your app, Apple requires you use In-App Purchases.

If you decide to limit purchasing of your in-app content to your website's payment system, you must not display these order pages within your app. Your app may be approved as a "Reader" app, although this is not guaranteed.

Related Tutorials: In-App Purchases

Moderation for User-Generated Content

If your app has social networking services or user-generated content, it must include:

- A method for filtering objectionable material from being posted to the app

- A mechanism to report offensive content and timely responses to concerns

- The ability to block abusive users from the service

- Published contact information so users can easily reach you

If you are using the BuddyBoss Platform, you can use the Moderation component to fulfill these requirements.

Related Tutorials: Moderation

Generate a Release App Build

Once your app is ready to be published, generate an iOS Release App build to select when submitting your publish request.

Related Tutorials: Generating App Builds

Prepare Your App in App Store Connect

Once your iOS app is ready for review, login to App Store Connect with the Apple ID you used to create your Apple Developer account with.

Open up your app and complete the steps specified below. These are the only steps required to submit your app for review.

There are additional ways you can configure your app and version inside of App Store Connect, but these will not be reviewed by the BuddyBoss Publishing team prior to submission.

App Information

On the App Information page, complete the following information:

- **Name**

  — Enter the name of your app in the Apple App Store

- **Subtitle**

  — Enter a subtitle to go under your app's name in the Apple App Store

- **Category**

  — Enter a primary and (optional) secondary category for your app

- **Content Rights**

  — Enter whether your app contains, shows, or accesses third-party content

  — You must declare you have the necessary rights for any third-party content in your app

- **Age Rating**

  — Complete the Age Rating questionnaire

  — Your app contains unrestricted web access if you any pages opened in your app's in-app browser are accessible without a login

  — If you mark your app as Made for Kids, you will not be able to change this after your app is published to the Apple App Store

- License Agreement

  — Enter an end-user license agreement for your app

  — It is recommended you use a custom EULA as using Apple standard EULA increases the chance of your app being rejected

Pricing and Availability

On the Pricing and Availability page, complete the following information:

- Price Schedule

  — Enter a price for your app in the Apple App Store
  — If your app is free, choose Free
  — If you sell your app, you must have a Paid Application agreement

Privacy Policy

On the Privacy Policy page, complete the following information:

- Privacy Policy URL

  — Enter a URL that links to your privacy policy

  — A privacy policy is required for all apps

- Privacy Questionnaire

  — Click "Get Started"

  — Select all the data collected in your BuddyBoss App

  — For each type of data collected, specify how the data is used

  — For more help completing the questionnaire, watch the

    Apple App Store Publishing Checklist video tutorial

Prepare an App Store Version for Submission

Next you'll need to prepare a new version of your app inside App Store Connect.

If your app is new, Apple will have automatically created for you a 1.0 version, which will be in the Prepare for Submission stage.

If you've previously submitted a version to Apple, you will need to create a new version for the BuddyBoss Publishing team to upload a build to and review.

Please note: If you currently have a version in review by Apple you will need to wait until the review is complete or cancel the submission in order to create a new version to submit through the BuddyBoss Publishing Service.

Inside of the version, complete the following information:

Screenshots

- **Upload at least one screenshot for iPhone 6.5" Displays**
  - iPhone 6.5" Display screenshots are typically used to show how your app looks on iPhones without a button
  - Screenshots must be in the JPG or PNG format, and in the RGB color space
  - Screenshots must be 1242 x 2688 pixels for portrait or 2688 x 1242 pixels for landscape

- **Upload at least one screenshot for iPhone 5.5" Displays**
  - iPhone 5.5" Display screenshots are typically used to show how your app looks on iPhones with a button
  - Screenshots must be in the JPG or PNG format, and in the RGB color space
  - Screenshots must be 1125 x 2436 pixels for portrait or 2436 x 1125 pixels for landscape

Version Information

- **Promotional Text**

  — Enter promotional text that will inform your Apple App Store visitors of any current app features without requiring an updated submission

  — This text will appear above your description on the Apple App Store for customers with devices running iOS 11 or later, and macOS 10.13 or later

- **Description**

  — Enter a description of your app, detailing features and functionality

- **Keywords**

  — Include one or more keywords that describe your app

  — Keywords make Apple App Store search results more accurate

  — Separate keywords with an English comma, Chinese comma, or a mix of both

- **Support URL**

  — Enter a URL with support information for your app

  — This URL will be visible on the Apple App Store

- **Marketing URL**

  — Enter a URL with marketing information about your app

  — This URL will be visible on the Apple App Store

General App Information

- **Copyright**

  — Enter the name of the person or entity that owns the exclusive rights to your app, preceded by the year the rights were obtained (for example, "2008 Acme Inc.")

  — Do not enter a URL

App Review Information

- Sign-In Information

  — Provide a username and password for Apple to login to your BuddyBoss App

  — The account provided should give Apple full access to all content in your app

  — Credentials must be valid and active for the duration of Apple's review

  — For security, we recommended you don't enter an account with administrator level credentials, but instead create a user account specifically for Apple

- Contact Information

  — Enter the contact information which Apple can use to contact you about your submission

  — If you decide to have the BuddyBoss publish team respond to Apple, we will replace our contact information here when submitting your app to Apple

- Notes

  — Provide notes to help navigate and review your Apple

  — You should specify how to access all types of content available in your app

- Attachments

  — If you wish, you can also upload attachments to help Apple with their review

Version Release

Select when and how your app should be released after being approved by Apple.

- Manually release this version

  — If you select this option, you will need to manually release this app version in App Store Connect after it has been approved by Apple

- Automatically release this version

  — If you select this option, your app version will be automatically released to the Apple App Store after approval by Apple

- Automatically release this version after App Review, no earlier than

  — If you select this option, your app version will be released no earlier than the date specified

After you have entered all this information, click **Save.**

Once you have completed all the steps above, you can submit your app version in the Publish section of the BuddyBoss App's settings.

The BuddyBoss Publishing Team will upload your build to the app version prepared and submit it to Apple for review.

When submitting your publish request, you can also request that BuddyBoss:

- Review your app prior to submission to Apple (this will increase your chances of approval)

- Respond to questions, requests and rejections from Apple

Related Tutorials: Publish to Apple App Store