

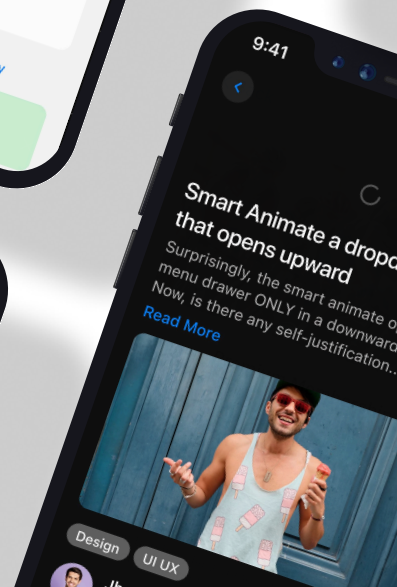
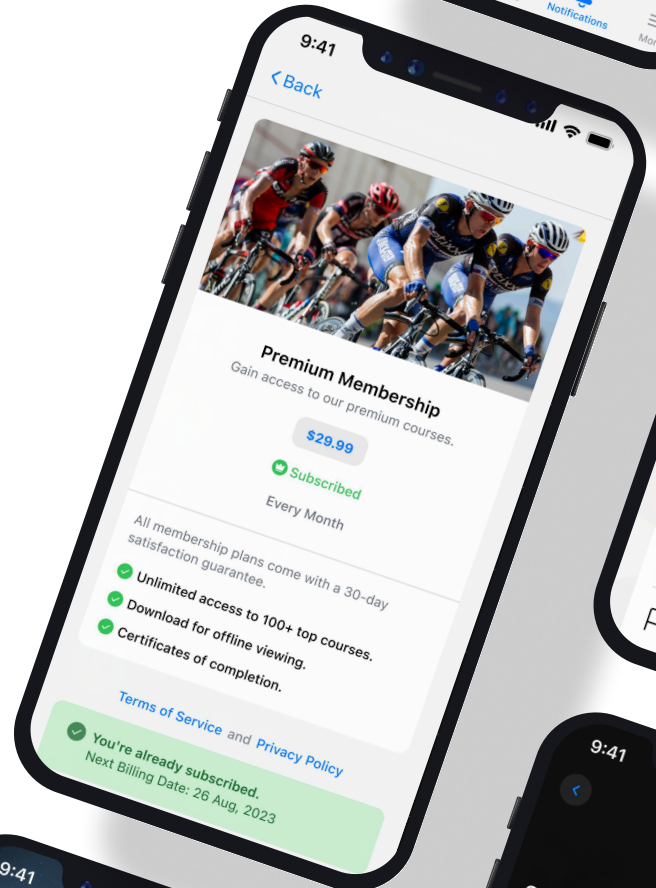
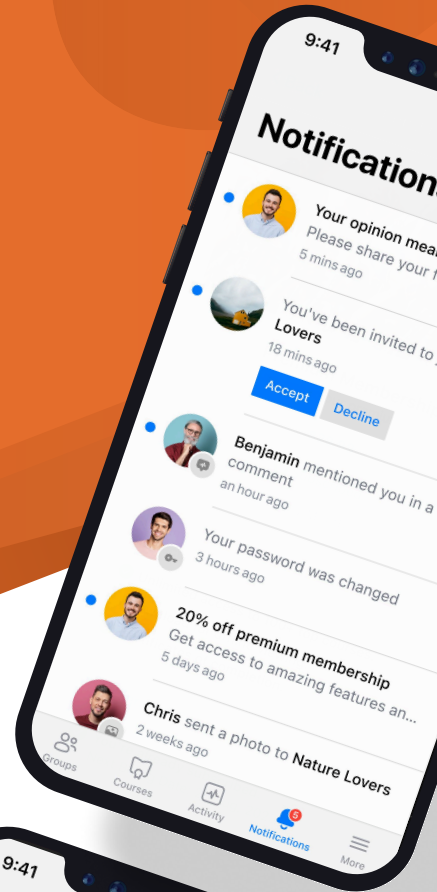
Google Play Store Publishing Checklist



Overview

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

Following the requirements specified in this checklist will ensure your app meets Google's [Developer Program Policy](#).





Prepare Your Android App



Setup In-App Purchases

If you plan to take payments for in-app content directly in your app, Google 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.

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 user-friendly, in-app system for reporting objectionable user-generated content and for you to take action against that user-generated content where appropriate;
- The ability remove or block abusive users who violate the app's terms of use and/or user policy

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

Related Tutorials:

- [Moderation](#)



Implement Account Deletion

If your app supports account creation, it should also include an option to initiate account deletion.

If you are using the BuddyBoss Platform, you can simply enable this feature.

Related Tutorials:

- [BuddyBoss Platform Users](#)
- [Non-BuddyBoss Platform Users](#)



Prepare Your Android App

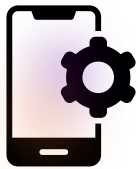


Add a Legal Agreement Checkbox

If your app has account registration, it is highly recommended to require users to agree to your terms. Enabling the registration agreement checkbox will satisfy this requirement.

Related Tutorials:

- [Registration Agreement Checkbox](#)



Generate a Release App Build

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

Related Tutorials:

- [Generating App Builds](#)



Register Your Application ID

You must have registered your Application ID in the Google Play Console by uploading a build to your app.

Related Tutorials:

- [Configure Your Android App](#)



Invite BuddyBoss in the Google Play Console

In order for the BuddyBoss Publishing team to submit your app, they will need to be invited to your Google Developer account in the [Google Play Console](#).

To invite BuddyBoss, follow these instructions:

- In the Google Play Console, go to Users and Permissions
- Click on the "Invite new users" button
- On the next screen, **enter apphelp5@buddyboss.com** in the email address field and make sure that "Set access expiry date" checkbox is unchecked
- Under App Permissions, add the app you want to share with BuddyBoss and click Apply
- On the modal, select Admin (all permissions) and click Apply
- Click the Invite user button

The BuddyBoss Publishing team will then accept the invite and BuddyBoss will be successfully added to manage your app.



Set up your app in the Google Play Console

Once your Android app is ready for review, login to the Google Play Console. Make sure you login with the Google Account you used to sign up to the Google Developer program.

In your app's Dashboard, you will need to complete all the following tasks in the "Set up your app" section.



Privacy policy

Google requires a privacy policy to all store listings which helps provide transparency about how you treat sensitive user and device data. Provide an active URL (no PDFs).



App Access

Google will need full access to your app in order to complete their review.

If you have any content restricted behind logging in or a membership, you will need to check the All or some functionality is restricted option and follow these steps:

- Click + Add new Instructions
- Enter a name for these instructions so Google Can recognize the scenario they apply to
 - For example: "For users in the US"
- Provide a username and password for the reviewer to login to your app with
 - These details should give the reviewer full access to your app and content.
- Provide any other instructions which will help Google review your app.
- Click Apply

Otherwise, select All functionality is available without special access option.

Then, click Save.



Ads

Google will need to know whether your app contains ads. This includes ads delivered by third party ad networks



Set up your app in the Google Play Console

- If your app contains ads, select Yes, my app contains ads
- The “Contains ads” label will be shown next to your app in the Google Play Store.
- Otherwise, select No, my app does not contain ads
- Click Save



Content ratings

You will need to complete the content ratings questionnaire to receive official content ratings for your app. Ratings are displayed on the Google Play Store to help users identify whether your app is suitable for them.

- Click Start questionnaire
- Enter an email address which Google can contact you on if they need to discuss your content ratings
- Select the Category which best describes your app
- Click Next
- Complete the questions in the Questionnaire
- Click Save, and then Next
- Review the Summary, and then click Submit



Target audience and content

The options available in the section will be based on how you have configured the previous sections. Complete all the steps and then click Save.



News apps

Google will need to know whether your app is a news app. This helps Google make sure your app complies with the Google Play News policy.



Set up your app in the Google Play Console



Data safety

Google will need you to tell them about your app's privacy and security practices. The information you provide will be shown on your store listing to help users understand how you collect and share their data.



Advertising ID

Google will need to know whether your app uses advertising ID. The app uses it so you should answer "Yes".



Government apps

Google will need to know whether your app is for use by a government of any kind. This helps them make sure the right teams review your submissions.



Financial features

Google will need to know if your app has financial features as it might need to comply with certain regulations in some countries/regions. Submit accurate and up-to-date details of the financial features in your app to help them ensure the right teams review your submission.



Health apps

If your app is a health app, Google will need to know which health features your app uses.



Select an app category and provide contact details

You will need to manage how your app is organized on the Google Play Store, and specify how users can contact you.

- In the Category dropdown, select a category for your app
- In the Store listing contact details section, enter yours or your organization's contact details
- Click Save



Set up Your Store Listing

On the Main Store Listing page, complete the following information:

- **App Name**
 - Enter the name of your app in the Google Play Store
 - It should be concise and not include price, rank, any emoji or repetitive symbols.
- **Short Description**
 - Enter a short description for your app
 - Users can expand to view the full description below
- **Full Description**
 - Enter a full description of your app, detailing features and functionality
- **App Icon**
 - Upload an icon for your app in the Google Play Store
 - Icons must be in the PNG or JPG formats and can be transparent
 - Recommended dimensions are 512 by 512 pixels



Set up Your Store Listing

- **Featured Graphic**

- Upload a featured graphic that will help promote your app in different places in the Google Play Store
- Graphics must be in the PNG or JPG formats
- Recommended dimensions are 1024 by 500 pixels

- **Tablet Screenshots**

- Upload between 2 and 8 screenshots of your app
- Graphics must be in the PNG or JPG formats and have a 16:9 or 9:16 aspect ratios
- Depending on whether your screenshots are portrait or landscape, screenshots should be between 320 px and 3840 px (for 7-inch tablet), and 1080 px and 7680 px (for 10-inch tablet)

- **Phone Screenshots**

- Upload between 2 and 8 screenshots of your app
- Graphics must be in the PNG or JPG formats and have a 16:9 or 9:16 aspect ratio
- Depending on whether your screenshots are portrait or landscape, screenshots should not be less than 320 pixels or more than 3840 pixels

Please Note: If you have already published a version of this app to the Google Play Store, changing these details will immediately send them to Google for review.

After completing this section, click Save.



Prepare a Production Release

Apps released on the Production track are available to all users in the Google Play Store in the countries and regions you select.

To configure these, follow these steps:

- Click on the Countries / regions tab
- Click on Add countries / regions
- Select the countries and regions you want your app to be available in
- To select all, check the top checkbox
- Click on Add countries / regions

After you've configured the countries and regions, you'll need to prepare a new production release of your app.

Click on the Create new release button.

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

Inside of the release, complete the following information:

- **Release Name**
 - This will be how your release will be reference in your app's release history
 - We recommend using the build version of your app (i.e. 1.0.0)
- **Release Notes**
 - Enter what's new in this release of your app
 - If this is your first release, we recommend describing the key features and functionality of your app

After you have entered all this information, click Save as draft.

Once you have completed all the steps above, you can submit a publishing request for your Android app in the "Publishing service" section of the BuddyBoss App's settings.

The BuddyBoss Publishing Team will upload your build to the release prepared and submit it to Google for review.



Prepare a Production Release

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

- Review your app prior to submission to Google (this will increase your chances of approval)
- Respond to questions, requests and rejections from Google

Related Tutorials:

- [Publish to Google Play Store](#)