

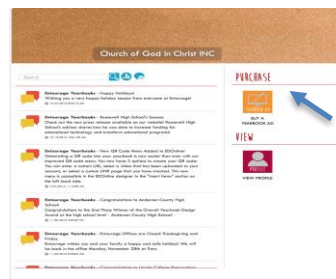
International Department of Evangelism
90 Years Celebration
Souvenir Journal

A Step by Step Guide to Uploading Your Ad

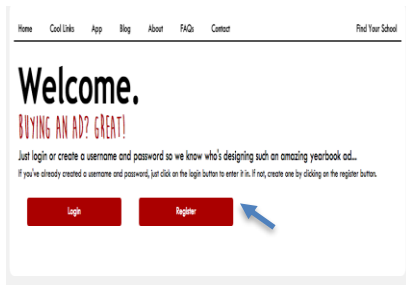
STEP ONE: Copy this link into your browser:

http://link.entourageyearbooks.com/view_account.asp?l=18B1C3D0-50E8-4471-B9CD-DB494A5A0BB5

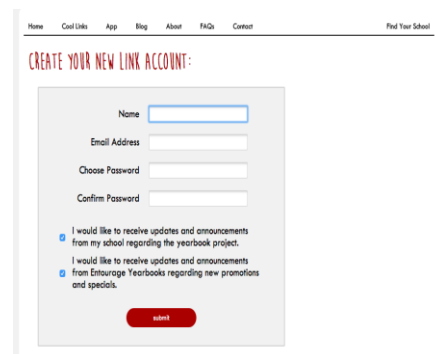
STEP TWO: Click on the gold box.



STEP THREE: The Welcome page. First time users click on “Register”
Note: Returning users click on “Log-in”




STEP FOUR: This is the “Create Your New Link Account” page. Create your account. Check the box “updates regarding yearbook” then submit.



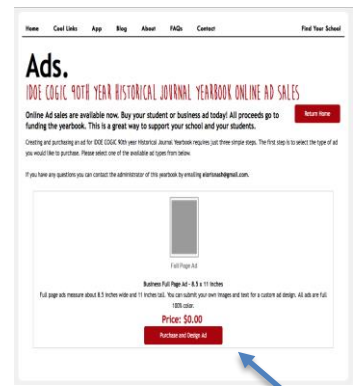
STEP FIVE:

This is the “Associate Your Login” page:
Choose “other” in the “Relation” box then submit.

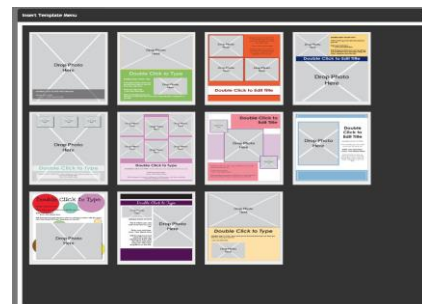
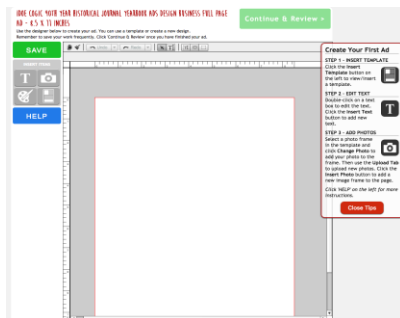
Relation: 

What is your student's name?

STEP SIX: This is the “Purchase and Design Your Ad” page.
Click on “purchase and design ad” price \$0.00.



STEP SEVEN: This is the “IDOE COGIC 90th year Historical Journal Yearbook Ads Design Business Full Page” page. Please wait for the Editor to finish loading.



You will have the option of designing your page using any of the layouts supplied by the Editor.

- **We recommend that you simply upload a PDF or JPEG file directly from your computer unless you have had some experience designing.**
- **CLOSE THE “EDITOR” click on “X”**

You are now back on the “IDOE COGIC 90th year Historical Journal Yearbook Ads Design Business Full Page” page.

To the right of the page are “Tips” to help you and a “help” button as well (you will not need these tip if you are uploading pages).

On the left side are other options for you to use. Clicking the “camera” allows you to upload files from your computer (PDF’s or “JPEG formats only).

You can also upload images from Facebook.

PLEASE NOTE: Don’t forget to “SAVE” your work after each session.

Once you are finished click on “continue and review”.

The “NICE AD” page appears and gives you two options: Yes, I know it’s awesome, you can check the “approve” box or you can click on the “edit your ad” to go back and make additions or corrections.

After checking the “approve” box, rename your ad in the “Rename” box using your full name.

Your ad will automatically be added to the “shopping cart”.

PLEASE NOTE: At this point “STOP” and log out.

Your AD has been placed in our files, will be reviewed and placed in the IDOE 90th Journal.