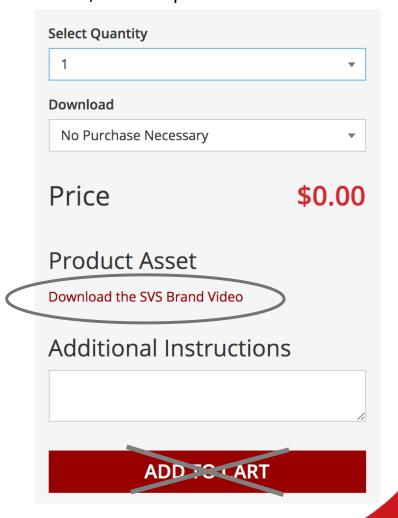


# **BRANDING TOOLKIT QUICK REFERENCE GUIDE**

Please print or save this quick reference guide to start downloading and customizing the SVS branding tools today.

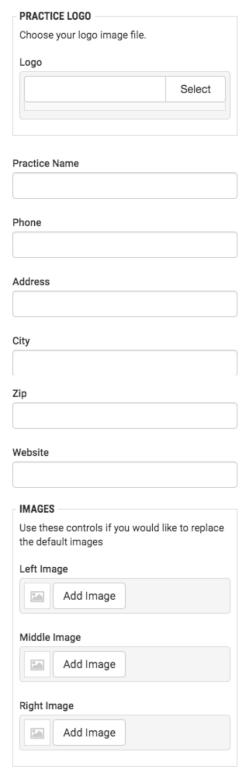
#### TO DOWNLOAD BRANDING TOOLS

- Start by clicking the item you want to download, for example:
  - SVS Member Logo
  - SVS Brand Video
  - Video Snippets
  - Email Templates
  - "How-To" Guides
- Once open, click the red link under Product Asset (i.e. Download the SVS Brand Video) on the right side of the webpage
  - Do not click "Add to Cart," this downloadable branding tool is free
- The asset will immediately download onto your computer





## TO CUSTOMIZE BRANDING TOOLS



- Click on the item you want to customize
- Ignore the print quantity and price information, and click CUSTOMIZE
- Upload your practice logo by clicking "Select"
  - Horizontal logos are preferred
  - Preferred logo file types include JPG, PNG, EPS
- Add your practice name, phone, address and website
- Upload your own practice images by clicking on "Add Image" and selecting the photo you want to use
  - Vertical photos are preferred
  - Adjust the photo by highlighting the space you want to insert and click "Finish Cropping"
- If the item you are customizing has multiple pages, click the Page dropdown in the top left corner to preview a specific page

  Page

  Page
- Preview the updated version by clicking

**Update Preview** 

#### To Download and Save Materials

 Click the down arrow in the top left corner of the webpage and click "Download Proof"

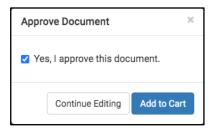


- Click the "Save for Later" button to save your customized branding tools for later use
- Save the PDF on your computer for local printing or email communications to referral sources

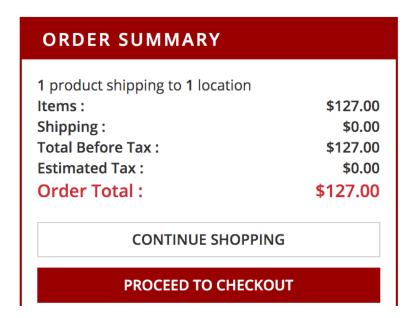


### **TO ORDER PRINTS**

 Click "Finish Editing" in the top right corner of the webpage, check "Yes, I approve this document" and "Add to Cart"



- Edit the quantity of prints
- Review your order summary and click "Proceed to Checkout"



SVS Members are responsible for printing costs