

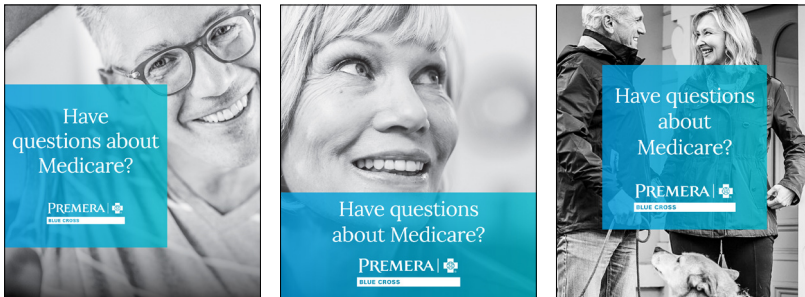
# How to customize your producer materials

## Display ads/web graphics



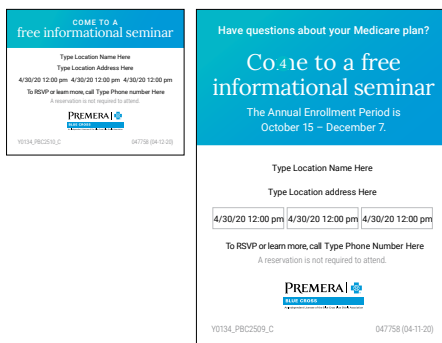
- 1 Type your name in the **Producer or agency name** field.
- 2 Type your phone number in the **Phone number** field.
- 3 Insert your headshot by clicking on the **insert headshot** icon. Navigate to the folder that contains your image by selecting the browse button. Your headshot should be in **jpeg** or **png** format.
- 4 Insert your logo by clicking on the **insert logo** icon. Navigate to the folder that contains your image by selecting the browse button. Your logo should be in **jpeg** or **png** format.
- 5 Save your ad with a different name.

## Facebook/Instagram ads



Post these ads to your Facebook or Instagram timeline with a personalized message.

## Newspaper ads



- 1 Type the location name in the **Location name** field.
- 2 Type the location address in the **Location address** field.
- 3 Use the drop-down menus to select the seminar dates and times.
- 4 Type your phone number in the **Phone number** field.
- 5 Insert your headshot by clicking on the **insert headshot** icon. Navigate to the folder that contains your image by selecting the browse button. Your headshot should be in **jpeg** or **png** format.
- 6 Insert your name and title in the appropriate fields.
- 7 Insert your logo by clicking on the **insert logo** icon. Navigate to the folder that contains your image by selecting the browse button. Your headshot should be in **jpeg** or **png** format.
- 8 Save your ad with a different name as a **PDF**.

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