



Downloading Files

User Guide

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Overview

The vendor library allows you to browse and download different types of files that are made available. These files include documents like co-branded brochures, infographics, whitepapers, and other types of marketing material.

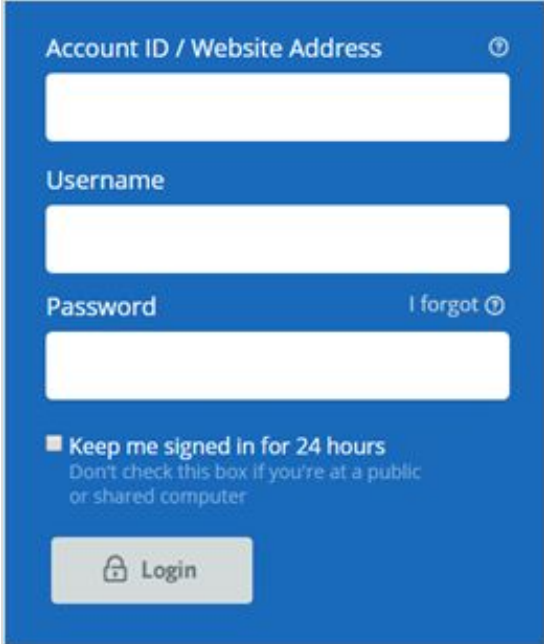
Some of these files can be downloaded directly from the library, while others can be customized with your own unique information by bringing them into your account and editing them further.

The screenshot displays a marketing dashboard interface. On the left, there are search filters for 'Activity Types', 'Campaign Name', 'Language', 'Marketing Objectives', 'Offers', and 'Products', each with a dropdown menu set to 'All'. A 'Narrow your Search' section includes a search bar and a 'Reset' button. To the right, two summary cards are visible: 'Banner Ads' with a count of 413 and 'Email' with a count of 825. The main content area shows a grid of marketing assets, including a 'Guide (8)' section with three items: '3 Tough Choices in Virtualization Security Do You Know Which One to Pick', 'Be The One Who Puts Security on the Agenda', and 'Practical Guide to Virtualization Security'. There is also a 'QUICK START GUIDE' asset from Kaspersky.

Login

- If your vendor does not offer single sign on login access go to www.structuredweb.com and click **Login**.
- Enter your **Account ID, Username** and **Password**.

If you forget your login information you can reset it by selecting the **I Forgot** link above the password field.

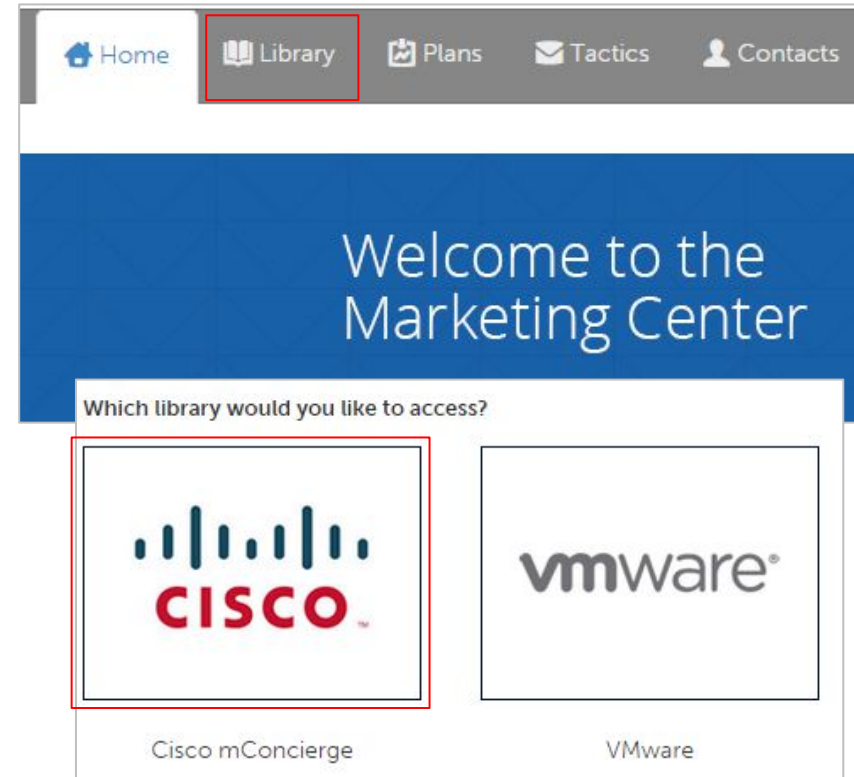


The screenshot shows a login form with a blue background. It contains three input fields: 'Account ID / Website Address', 'Username', and 'Password'. The 'Password' field has a link 'I forgot' next to it. Below the fields is a checkbox labeled 'Keep me signed in for 24 hours' with a sub-note: 'Don't check this box if you're at a public or shared computer'. At the bottom is a 'Login' button with a lock icon.

Vendor Library - Getting There

- From the Marketing Center home page, click **Library**.
- If you have access to multiple vendors choose the vendor library you would like to browse.
- After selecting the vendor it loads the tactic library for that specific vendor.

If you are not in the Marketing Center, select it from the drop down menu in the upper right hand corner.



Vendor Library - Browsing

- By default all tactic types are listed. Use the **Activity Types** filter to narrow the results. Check **Files** and any necessary suboptions such as **Briefs** or **Campaign Copy**.
- Results can be filtered further by using the attribute filters. For example you can find emails by language, campaign name or business size
- If already happen to know the email you are looking for use the **search box** on the left side of the page.

Filters vary based on vendor.



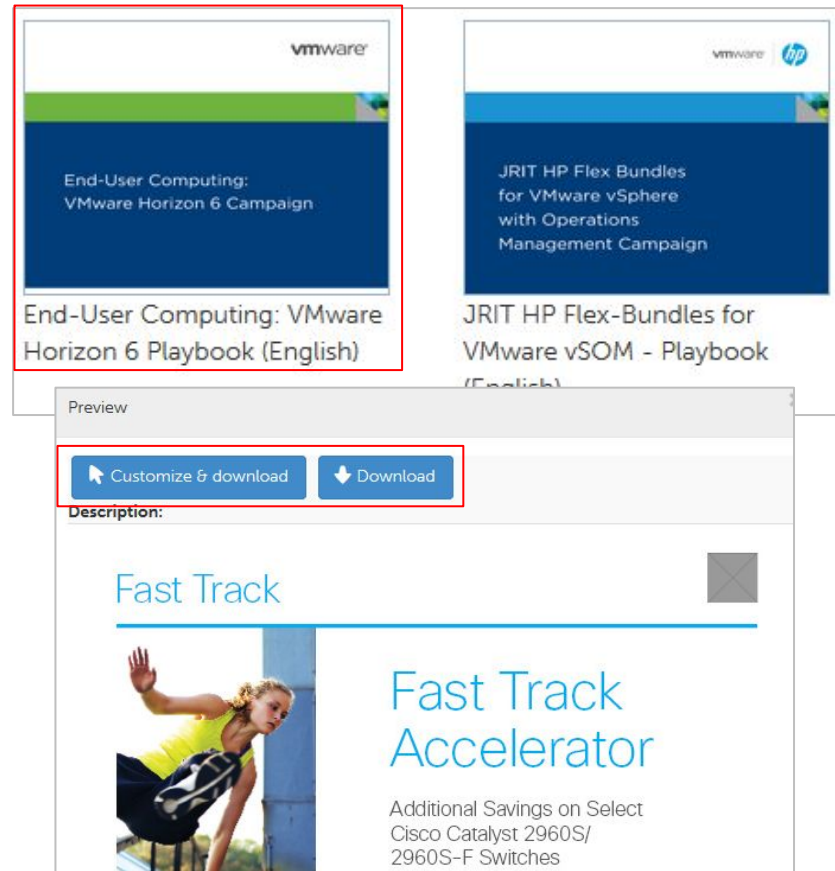
Activity Types

Select ✕

- All
- Banner Ads
- Direct Mail
- Email
- Email Nurturing
- Events
- Files
 - All
 - Analyst Reports
 - Briefs
 - Campaign Assets Zip Files
 - Campaign Copy

Vendor Library - Browsing

- Browse the results and click the **thumbnail**. This loads a preview.
- Review description and preview image for the file.
- To download the file click **Download**. If the content can be modified, click **Customize & Download**.



! If your market assets are not set up, you may not be able to pull in an email. Assets can be uploaded in the **Settings** tab of the Marketing Center.

Customize File

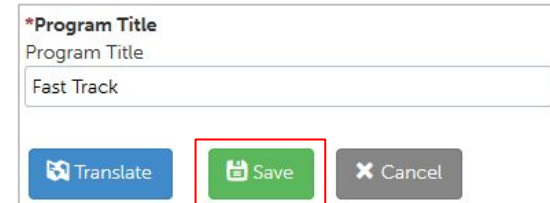
- With a few clicks, you can add or change images or text, and translate the content within the template without interfering with the integrity of the overall design.
- Content that can be modified will be listed on the page next to a small serrated square. By placing your mouse this area, a pencil icon appears.
- Click the **Pencil** to edit a section.

The screenshot shows a banner customization interface with the following elements:

- Program Title:** Fast Track (with a pencil icon in a serrated square)
- Cisco Logo (For CtP Version Only):** Cisco logo (with a serrated square)
- Banner Top Color Bar:** A green and yellow color bar (with a serrated square)
- Banner Image Left:** A photo of a person performing a handstand (with a serrated square)
- Banner Text 1:** Fast Track Accelerator (with a serrated square)
- Banner Subtext 1:** Get Additional Savings on Select Cisco Small (with a serrated square)
- Banner Bottom Color Bar:** A green and yellow color bar (with a serrated square)
- Pg1 Body Text 1:** From August 29, 2012 through October 27th, your revenue and profitability with this limited (with a serrated square)

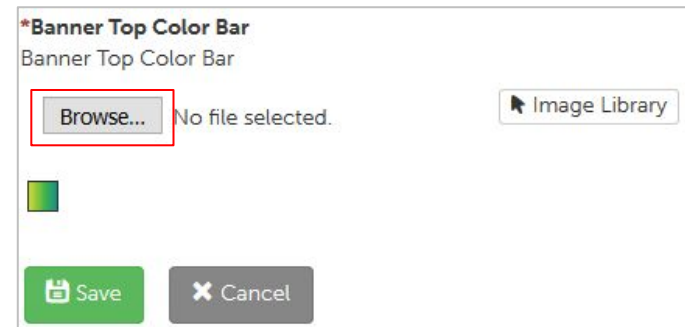
Customize File

- Text areas will pop with with a text box for you to enter text.
- If the section is an image, click **Choose File** to upload a new image.
- After you are finished editing the specific section of the file, click **Save** for that section.
- When done with all updates, click **Save** at the top of the page to generate the updated file. Click **Download PDF** to download the file to your computer.



*Program Title
Program Title
Fast Track

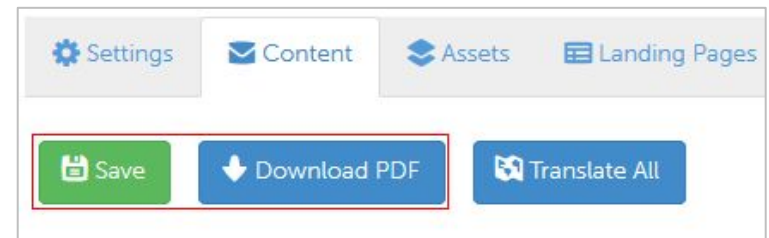
Translate Save Cancel



*Banner Top Color Bar
Banner Top Color Bar

Browse... No file selected. Image Library

Save Cancel



Settings Content Assets Landing Pages

Save Download PDF Translate All

Additional Help

- Email
 - ✓ service@structuredweb.com
- Phone
 - ✓ 888-584-6480
- Online Support Center
 - ✓ support.structuredweb.com
- Product Walk Thru
- Chat

The screenshot shows a help article titled "How Do I Download a File?" with a "Last Updated" date of Oct 29, 2015 03:29PM EDT. It features buttons for "VIDEO" and "USER GUIDE". Below the title, a section titled "What will I find in this article?" contains three numbered steps: 1. File Selection, 2. Download, and 3. Customization. An "Overview" section is partially visible, describing vendor libraries and co-branding. A "Narrow your Search" overlay is active, showing filters for Activity Types (Files), Campaign Name (All), Language (English), Marketing Objectives (All), Offers (All), and Products and Solutions (All). A modal dialog box is open with the text "Select Files and the subsequent file types." and "Back Next" buttons. The background content includes sections for "End-User Computing Horizon DaaS Campaign Assets (English)" and "Analyst Reports (2)".