

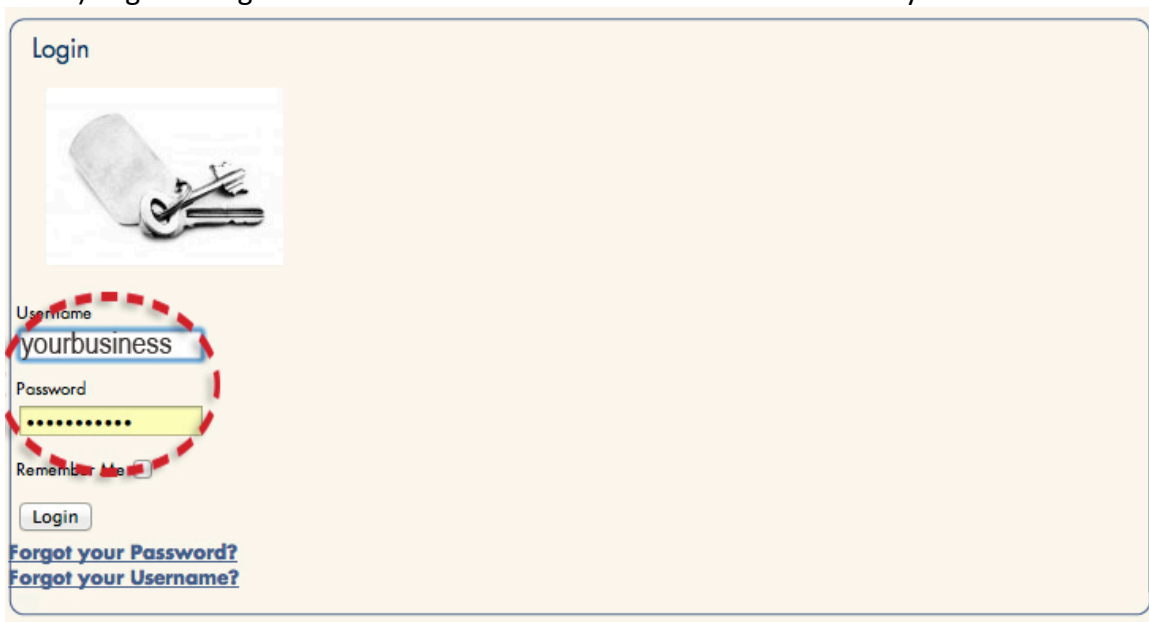
Updating your company listing on ShopMoragaFirst.com Directory

Go to www.shopmoragafirst.com

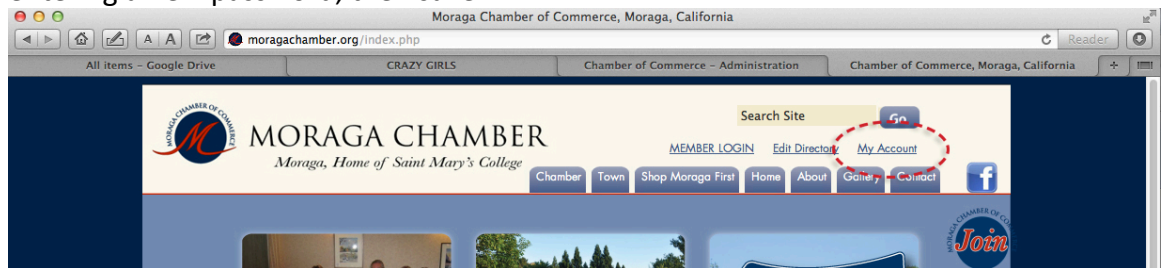
1.) click on "member login" at the top of the page



2.) login: Using the Username and Password that was emailed to you



3.) Immediately go in and change your password by clicking on "My Account" and entering a new password, then save



4.) Click on "Edit Directory" that has now appeared at the top of the page



- 5.) You will see your listing as it is now
- 6.) Click the "Edit" button



- 7.) In the edit page, you can add all the following information about your company:
 - a. Social Networking Link
 - b. Business Address
 - c. Web Site
 - d. Description of your business/hours of operation
 - e. Coupons/Flyers/Advertisements:
 - i. File Format: .jpg/.png/.gif
 - ii. File Size: max. 8.5x11 at 72 dpi
 - f. Logo
 - i. File Format: .jpg/.png/.gif
 - ii. Preferred: 2" at 72dpi, but larger will work, they will be scaled to a uniform size for display
 - g. Search Words describing your offerings
 - h. Business categories: choose from the list provided

- 8.) When done, scroll to the bottom of the page, check the box saying you accept the "Term of Use then click "Send"
- 9.) You will now be able to see your listing as it is seen on the detail page, if you need to make changes, go back to the top of the page and Click on "Edit Directory"