How to Create an Account for Clients

Fields with an * are required



1.CLIENT / FOX 44-KWKT http://www.kwkt.com

STEP 1: Make Email Address in Hostmonster: FOX44@pixelbling.com The password should be p@1nt1ng when Hostmonster ask for a password.

STEP 2: Set Up account in for Fox 44 in the Admin Section, Log On to: http://www.pixelbling.com/Admin/LogIn/

USER: admin PASWORD: pass12

STEP 3: Create Customer>Fill out the Fields.

| | | * |
|--|------------------------|---|
| *Note: Lets keep it simple. Make all the names the same: fox44 | First Name:* | local 8 |
| | Last Name:* | local8 |
| | Username:* | local8 |
| Password is always: pass12 | Password: | pass12 |
| This is the email account you set up in Hostmonster. The email password should be p@1nt1ng | Email:* | local8@pixelbling.com |
| | Company Name: | Local 8 News |
| Put there address and Phone numbers. | | 6450 Papermill Drive Knoxville, TN 37919 (865) 450-8888 - Phone (865) 450-8869 - Fax |
| | Address: | ſi, |
| | State: | Tennessee ‡ |
| | Zip: | 37919 |
| Always pick Advanced Monthly Service | Selected Package: | Advanced – Monthly Package 💠 |
| Always use Payment date: 2013-12-28 | Next Payment Date:* | 2013-12-28 NOTE: Enter like this: YYYY-mm-dd. For ex., 2012-03-15 |
| Always upload their logo as jpeg | Upload Logo: | LOCAL 8 now.com |
| Always select Active | Active: | ✓ Active |
| Alwaye eliek Hadata | Entry Date: | 2013-03-12 12:01:27 |
| Always click Update | | Update |

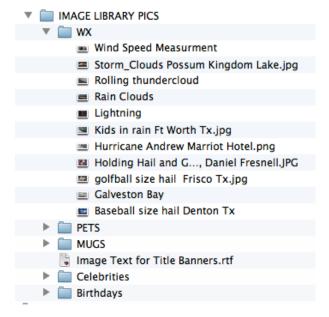


STEP 4: Once the email account has been created in Hostmonster, You will need to Set the Mail Settings in pixelbling account. Log in as the user **fox44**, **pass12**. Go to MyAccount > MailSettings > Edit. Below is the info you will put in. Click update when finished.

| MAIL SETTINGS | S |
|------------------------------------|-------------------------|
| Mail Server*: | mail.rangelbrothers.com |
| Mailbox Username* (same as email): | local8@pixelbling.com |
| Mailbox Password*: | p@1nt1ng |
| Mailbox Port: | 110 |
| Update | |



STEP 5: Send Images to the new account you set up <u>FOX44@pixelbling.com</u>. You will email images that was zipped to you. Do Not email everything in one blast. Email them in categories like Birthdays, Weather, Celebrities, Mugs, Pets, Facebook and Twitter.



STEP 6: When the images arrive and parse, You will need to add images to the albums Birthdays, Weather, Celebrities, Mugs.

Then title each one according to the text document Image Text for Title Banners. You will also have to add body copy for Facebook and Twitter. Just copy and paste each line from the the text doc. This is to help show the client how it will work and look.



Image Text for Title Banners.rtf



| BIRTHDAYS: | CELEBRITIES: | HEADSHOTS: | PETS: | |
|-----------------------|----------------|-----------------------------------|----------------------|--|
| Happy B-Day Stephanie | Angelina Jolie | Hugh Grant | Birthday cat | |
| 1 yr | 37 | lewd conduct in a public place | 3 yrs | |
| Grandpa | Brad Pitt | Juan Negret | My Birthday Cat | |
| 89 yrs | 49 | Theft | Sad | |
| John John | George Clooney | Lindsay Lohan stealing a necklace | Kissing freinds | |
| 1 yr | 51 | | Charlie and Mittens. | |
| Caleb's B-Day | Will Smith | Joleen Angelica | Puppy tricks | |
| 6 yrs | 44 | DWI | Peppito | |
| Katy Lyn's Birthday | Nicole Kidman | Randy Travis | Birthday Cat! | |
| 6 Years Old | 45 | intoxication | Salvador | |

FACEBOOK:

John Allen

Gas prices aren't really that bad when you remember that you're essentially buying badass dinosaurs in liquid form.

Jenny Garza

I failed my driver's test. For the question "What do you do at a Red Light?" I said "Text and check Facebook."

Jacob Langley

Some days, the best thing about my job is that the chair spins.

TWITTER:

@TheBatman

I will be breaking exactly 3.14 bones in every perp's face tonight. Happy Pi Day, Gotham.

@GeorgeTakei

When you accept your first Oscar, be sure to dress like Cyndi Lauper. #PinkLeggings

@TheRealNimoy

I hear my Vulcan people have a new home. True? LLAP

@CNN

Another problem with a Carnival cruise - all passengers will be flown home: http://on.cnn.com/ZQKAyr

@CNN

Pope Francis took name in honor of St. Francis of Assisi - more notes in our live blog: http://on.cnn.com/14Xsudq

WEATHER:

Golfball size hail Frisco Tx

Hurricane Andrew Marriot Hotel.

Holding Hail and Golfball

Daniel Fresnell

Kids in rain Ft Worth Tx

Storm Clouds

Possum Kingdom Lake

Baseball size hail Denton Tx

Galveston Bay Palm Trees

Lightning San Antonio

Rain Clouds Gulf of Mexico

Rolling thundercloud Downtown

Wind Speed Measurment Hurricane Isaac