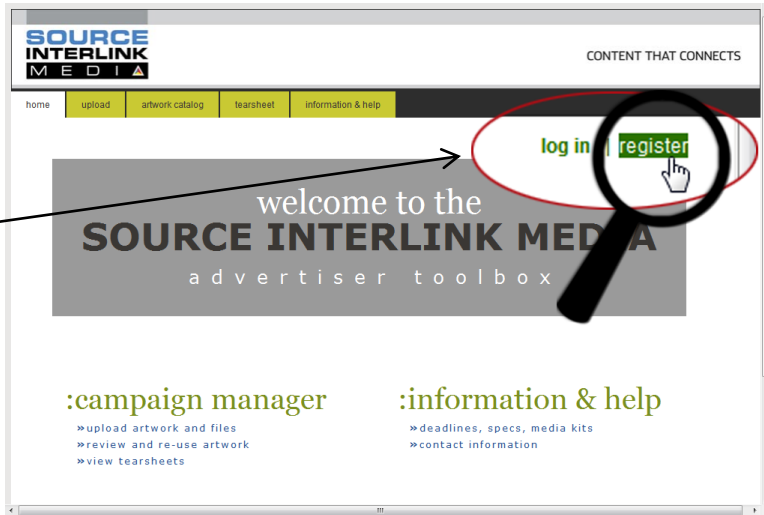


1. Access the Advertiser Toolbox site at:

<http://adportal.sourceinterlink.com/AdDesk>

- b) Click on "Register" in the upper-right corner of the page

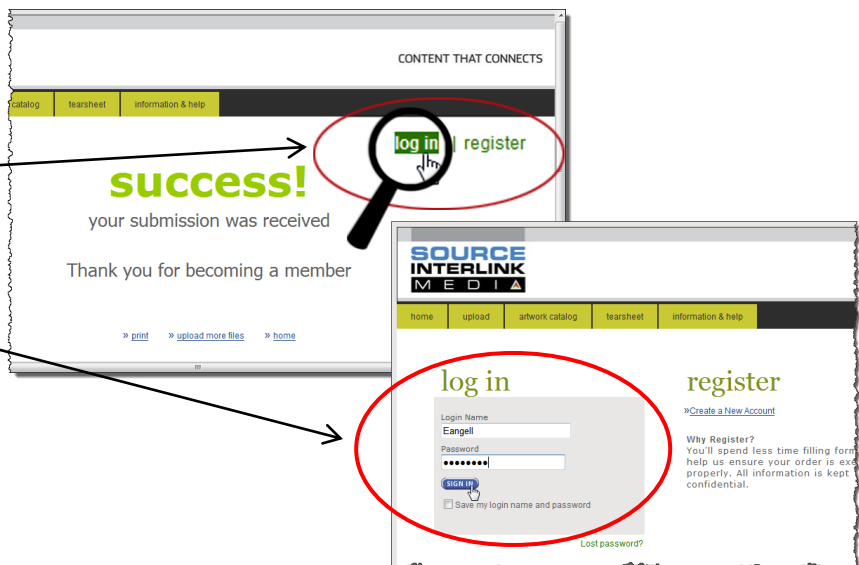


2. New Account Registration Form:

- a) Fill in all required fields (marked with a red asterisk)
- b) Click "Submit"

3. Log in using your new user name and password:

- a) At the Success screen, select "Log in" in the top right corner of the page.
- b) Type in your new user name and password in the "Log in" Screen and click the "Submit" button.



4. Select the appropriate link to upload artwork or camera-ready PDFs:

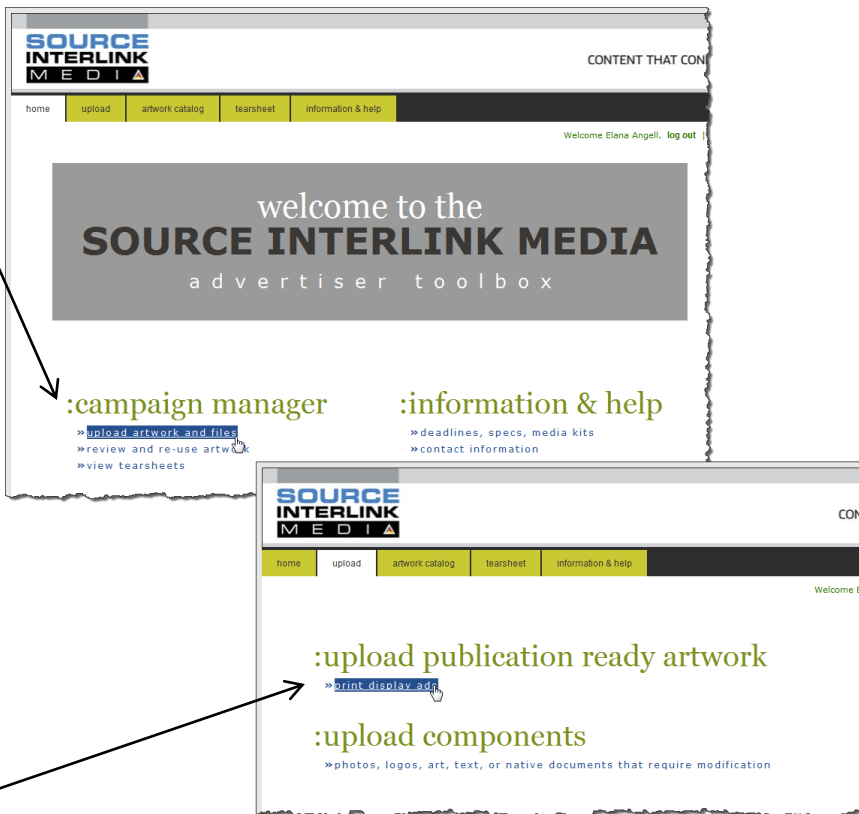
Upload artwork and files is used to upload publication-ready PDFs or to upload individual ad components such as photos, artwork, etc.

*Review and re-use artwork allows you to search your previous ad orders and uploaded materials for re-use or editing.**

*From this page, you can also view your tearsheets, deadlines, ad specifications, media kits, and contact information.**

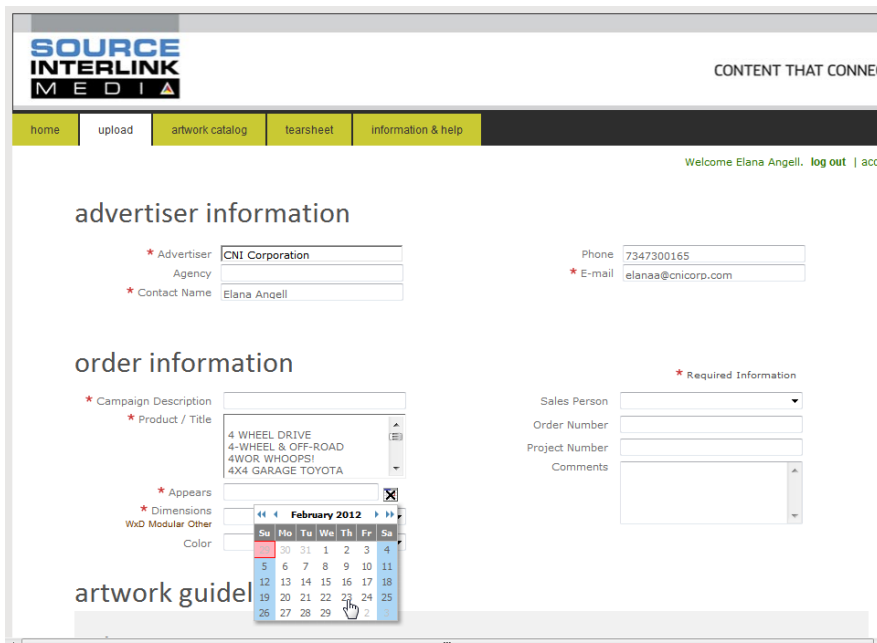
** Note that these functions will be available on future visits, once your login name has been linked to your Advertiser account.*

a) Click "Print Display Ads" to upload a camera-ready PDF.



5. Complete the advertiser/order information at the top of the screen:

a) Fields in RED must be filled out



6. Upload your Ad:

- a) **Proof Statement:** Indicate whether you require or will supply a SWOP proof prior to running your ad.
- b) **Check "Bleed"** if the uploaded ad requires one.
- c) **Check "Coupon"** if appropriate.
- d) **Click the Browse Button** to select the upload file from your local hard drive or server.
- e) Enter a description of your ad/order, or additional notes.
- f) Read the **Deadline Notice** and then check off the Terms and Conditions agreement box.
- g) Click the "Complete Submission" dialog box.

artwork guidelines

1. Check the Dimensions of Your Artwork.
2. Remove White Space and Instructions from Around the Artwork.
3. Use the PDFx-1a Profile when Creating Your PDF File.

File Preparation Agreement

SWOP (Specifications for Web Offset Publications) is a graphics industry organization that sets standards followed by most publishers, prepress facilities, advertisers, agencies, and printers to ensure consistent print quality. If a 4C ad is not accompanied by a SWOP proof, we can pull a contract-quality proof from the ad file. The charge for this service is \$60 per ad-page, per magazine.

This proof will be used on press for color guidance. Neither Source Interlink nor its vendors will be responsible for the color reproduction of ads that are not supplied with SWOP-standard proofs. If you choose not to supply us with a SWOP-standard proof or have us create one for you, please select the proof-waived option below. By selecting the proof-waived option there will be no opportunity for a

* Proof Statement: I waive having a SWOP proof of my materials created Where to ship your SWOP Proof

Bleed: I will provide a SWOP proof for color match

Coupon: Create a SWOP proof of my supplied material (\$60 fee applied) General Ad Specifications

* Select File: Browse...

File Description:

Important Deadline Notice
Files submitted after the deadline may not be published. If you are sending files after the deadline, please contact us immediately and we will do our best to help you.

I have read and understand the above terms and conditions. *

[COMPLETE SUBMISSION](#) [CANCEL SUBMISSION](#)

IMPORTANT DEADLINE NOTICE:

Note that your ad **MUST** be uploaded prior to deadline to ensure it will publish.

If your ad is being submitted after deadline, please contact your sales representative.

SUCCESS!

Your submission has been received and your ad is being reviewed.

Please be sure to note your Confirmation Number for future reference.

We will contact you if there are any questions about your materials.

SOURCE INTERLINK MEDIA CONTENT THAT CONNECTS

home upload artwork catalog tearsheet information & help

Welcome Elana Angell. [log out](#) | [account](#)

success!
your submission was received

Submission Information

Date/Time: Thursday, January 26, 2012 9:29:48 PM	Contact Name: Elana Angell
Confirmations: 000556	Advertiser: CMI Corporation
Submission Type: Display Ad	Email: elanaa@cnicorp.com
Proof Statement: I waive having a SWOP proof of my materials created	Phone: (734) 730-0165
Bleed: Yes	

Order Information

Description: test	Appears: Wed, Feb 15, 2012
Color: Black and White	
Publication(s): 4 WHEEL DRIVE	

Files Submitted

File Name	File Description
IMG.bmp	

[» print](#) [» upload more files](#) [» home](#)

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