SRES Print Shop Introduction

The SRES Print Shop is... a web site providing easy customizing and ordering of SRES marketing materials.



he Veice for Real Eases

your specific, 50+ real estate needs, look for a Seniors Real Estate

Specialist Designee

• Others to come



Add your: Photo

- Logo
- Name
- Company
- Team
- Address
- Phone
- Cell
- E-mail
- Slogan/ message





Cell 555-666-7890 sara@xvzrealtv.com

This is where a message can be added!

There is plenty of space to add several sentences or just a quick note. If you add a lot of text, it will start to be reduced in size to try and make it all fit.

The SRES® Designation became an official member of the NATIONAL ASSOCIATION OF REALTORS'® family of designations in June 2007. The Designation was originally developed 10 years ago to focus on the needs of home buyers and sellers aged 50 and over.

The mission of the SRES® Council is to promote member success by providing high quality training and tools necessary to position the SRES® Designee as the trusted real estate resource for the 50+ market. Currently, there is an elite group of over 16,000 SRES® Designees.

SRES[®] is where the future takes shape.



NATIONAL ASSOCIATION OF REALTORS



I AM YOUR SRES®

When looking for a real estate professional that will respond to your specific, 50+ real estate needs, look for a Seniors Real Estate Specialist Designee.





• Login

- Select product category and item
- Customize information and images
- Review PDF proof
- Select quantity and options
- Add to shopping cart
- Checkout

SRES Print Shop
Login
SRES ID Number: 123456 SRES Print Shop Password: Your Password is initially your SRES ID Number. •••••• •••••• • Next time log me in automatically After Login coloct "My Brofile" to change your password
Forgot Your Password?
Login



- Access the login page at: www.PrintingStorefront.com/sres
- Only current SRES members may login.
- Upon login with your SRES ID #,

an SRES Print Shop account is created with your contact information.

- The password is your SRES ID # and may be changed after login.
- The *Forgot Your Password* link will only work if you have previously logged into the SRES Print Shop and your e-mail address is stored in your profile. Otherwise, the password is your SRES ID #.





- Upon a successful login, a screen similar to this is displayed showing the product categories.
- The gray bar across the top displays: Start, Shopping Cart, Orders, My Library, and My Profile.

My Profile

Start Shopping Cart Orders My Library

My Profile 👌

Review your personal information. Click 'Edit Profile' to make changes.

Edit Profile Change Password

Profile: Contact Information

- Review your Profile information below, select Edit Profile to make changes.
- Select Accept to save changes.
- Select Start in the gray bar above to continue.

Note: Changes made here will **not** update documents already started, documents in your shopping cart, or documents previously ordered. This information will be used to start new documents.

First Name:	Sara	
Last Name:	Goodseller	
E-mail Address:	sara@xyzrealty.com	
Company:	XYZ Realty	
Team / Company2:	The Goodseller Team	
Address 1:	123 Main St	
Address 2:	Suite 100	
City:	Anytown	
State/Province:	Illinois	
Postal Code:	60106	
Country:	United States	
Phone:	555-444-3210	
Cell Phone:	555-666-7890	

Profile: Default Images

After uploading images to your library, assign them below, as your defaults to automatically appear when a new document is worked.

Choose a default Photo...

Clear

(no image chosen)

- After the first login, review your contact information by selecting <u>My Profile</u>.
- Select <u>Change Password</u> to enter a new password.
- Select *Edit Profile* to make changes.
- The e-mail address stored here will be used to send order notifications and to reset your password if forgotten.
- After an image has been uploaded to your library, it can be selected as your <u>default photo or logo</u> to appear in new items.
- Select <u>Start</u> to continue.





- *Start* will display the navigation panel on the left.
- *Product Categories* will display all available categories as shown above. Categories are represented with yellow folders.
- *Price List* displays a pricing table of all items.
- Index displays a selectable list of all categories and items.

Shopping Cart

s are the future takes site,	ar Logout					
Start Shopping Cart Orders My Library My Profile Welcome, Sara Goodsel	er Loyout					
Shopping Care with	👋 Help					
Items to buy now: click 'Proceed to Checkout' to order the contents of your shopping cart						
Update Proceed to Checkout Continue Shopping						
Thumbnail ID Description Product Quantity Date Modified Option	ns Price					
D-SRE-41DB2992 I am your SRES® : I am your SRES® : Bifold_Brochure Bifold_Broc	₩ ate £					
D-SRE-E4829E2D Change of Course : Change of Course : Standard_Postcard D-SRE-E4829E2D Change of Course : Standard_Postcard D-Standard_Postcard D-S	<u>₩</u> ate te					
Supro	tal: \$118.00					
Update Proceed to Checkout Continue Shopping						
Hold for Later						
Items to buy late , click 'Move to Cart' to move an item back to the shopping cart for purchase						
Thumbnail ID Description Product Date Modified Options						
D-SRE-872A12C8 Find Somewhere : Flyer Find Somewhere : Flyer 5/3/2008 9:16 PM Edit PDF- Duplicate Move to Ca	Preview Delete rt					

Shopping Cart contains items ready for checkout.

- Select <u>Update</u> to apply a quantity change.
- *Edit, PDF Preview, Duplicate, Delete, Hold*.
- <u>Proceed to Checkout</u> or <u>Continue Shopping</u>.

Hold moves items
to the Hold for Later
area which are saved,
but not included in
the checkout.





 <u>Orders</u> displays all current and previous orders.

Status:

- Pending
- In Process
- Cancelled/Rejected
- Completed
- Select <u>Details</u> to review order details.

Orders - Details

	ID and Draduct	Description	Chables	Commente	Ontions	Drice
numbhall	ID and Product	Description	Status	Comments	Options	Price
	D-SRE-41DB2992 I am your SRES® : Bifold_Brochure	I am your SRES® : Bifold_Brochure	Shipped		Reorder Details	\$86.00
A change of ourse	D-SRE-E4829E2D Change of Course : Standard_Postcard	Change of Course : Standard_Postcard	Shipped		<u>Reorder</u> Details	\$32.00
				Subtotal Shipping Handling	+ +	\$118.00 \$4.9 \$0.00
				Tax	+	\$0.00
				Total Price Payment F	+ Received -	\$0.00 \$122.94 \$0.00
hipping Informa	ition:			Total Price Payment F Balance D	+ Received - ue	\$0.00 \$122.94 \$0.00 \$122.94
hipping Informa	tion:			Tax Total Price Payment F Balance D	+ Received - ue	\$0.00 \$122.94 \$0.00 \$122.94
hipping Informa Shipping Addres First Name:	ition: ss	Sara		Tax Total Price Payment F Balance D	+ Received - ue	\$0.00 \$122.94 \$0.00 \$122.94
hipping Informa Shipping Addres First Name: Last Name:	ntion: ss	Sara Goodseller		Tax Total Price Payment F Balance D	+ Received - ue	\$0.00 \$122.94 \$0.00 \$122.94
hipping Informa Shipping Addres First Name: Last Name: Company:	ttion: ss	Sara Goodseller XYZ Realty		Tax Total Price Payment F Balance D	+ Received - ue	\$0.00 \$122.94 \$0.00 \$122.94
hipping Informa Shipping Addres First Name: Last Name: Company: Address 1: (No F	ition: ss PO Boxes)	Sara Goodseller XYZ Realty 123 Main St		Tax Total Price Payment F Balance D	+ Received - ue	\$0.00 \$122.94 \$0.00 \$122.94
hipping Informa Shipping Addres First Name: Last Name: Company: Address 1: (No F Address 2:	ition: ss PO Boxes)	Sara Goodseller XYZ Realty 123 Main St Suite 100		Tax Total Price Payment F Balance D	+ Received - ue	\$0.00 \$122.94 \$0.00 \$122.94
hipping Informa Shipping Addres First Name: Last Name: Company: Address 1: (No I Address 2: City:	ss PO Boxes)	Sara Goodseller XYZ Realty 123 Main St Suite 100 Anytown		Tax Total Price Payment F Balance D	+ Received - ue	\$0.00 \$122.94 \$0.00 \$122.94
hipping Informa Shipping Addres First Name: Last Name: Company: Address 1: (No F Address 2: City: State/Province:	ition: ss PO Boxes)	Sara Goodseller XYZ Realty 123 Main St Suite 100 Anytown Illinois		Tax Total Price Payment F Balance D	+ Received - ue	\$0.00 \$122.94 \$0.00 \$122.94
hipping Informa Shipping Addres First Name: Last Name: Company: Address 1: (No F Address 2: City: State/Province: Postal Code:	ntion: ss PO Boxes)	Sara Goodseller XYZ Realty 123 Main St Suite 100 Anytown Illinois 60106		Total Price Payment F Balance D	+ Received - ue	\$0.00 \$122.94 \$0.00 \$122.94
hipping Informa Shipping Addres First Name: Last Name: Company: Address 1: (No F Address 2: City: State/Province: Postal Code: Country:	ition: ss PO Boxes)	Sara Goodseller XYZ Realty 123 Main St Suite 100 Anytown Illinois 60106 United States		Tax Total Price Payment F Balance D	+ Received - ue	\$0.00 \$122.94 \$0.00 \$122.94
hipping Informa Shipping Addres First Name: Last Name: Company: Address 1: (No R Address 2: City: State/Province: Postal Code: Country: Delivery Method	ition: ss PO Boxes)	Sara Goodseller XYZ Realty 123 Main St Suite 100 Anytown Illinois 60106 United States		Tax Total Price Payment F Balance D	+ Received - ue	\$0.00 \$122.94 \$0.00 \$122.94
hipping Informa Shipping Addres First Name: Last Name: Company: Address 1: (No F Address 2: City: State/Province: Postal Code: Country: Delivery Method	ntion: ss PO Boxes)	Sara Goodseller XYZ Realty 123 Main St Suite 100 Anytown Illinois 60106 United States UPS Ground: 1	\$4.94	Tax Total Price Payment F Balance D	+ Received - ue	\$0.00 \$122.94 \$0.00 \$122.94

- Displays individual item status and price.
- Select <u>Details</u> of an item to review item details such as quantity.
 - Select <u>Reorder</u> to place a copy of this item in the Shopping Cart.
- UPS tracking number

My Library



- <u>My Library</u> stores your images.
- <u>Upload</u> images.
- *<u>Rename</u>* images.
- <u>Hide</u> images no longer used.

 Note: Uploaded images which have been reviewed and/or adjusted for optimum appearance when printed will have "_Enhanced" added to their names.





- Select *Start* to display the navigation panel on the left.
- Return to this screen by selecting <u>Product Categories</u>.
- Next is an overview of each category.





- The brochures category currently offers a bi-fold brochure explaining the benefits of working with an SRES[®] designated agent.
- Items are represented with gray rectangles.





- The flyers category offers 2 designs. The Baby Boomers flyer offers a large area to add your own custom message.
- Flyers are 8.5" x 11" 1-sided sheets.

Category – Postcards



• The postcards category offers 3 design themes in 2 sizes.

Postcard Sizes



Postcards are offered in 2 sizes

- <u>Standard size</u>:
 5.5" x 4.25"
 26¢ postage
- Jumbo size:
 8.5" x 5.5"
 41¢ postage

Navigation of Categories



- The text above the items displays the path to the current location. Select any of the locations in the path to go directly to that location.
- Select *Product Categories* to display all the main categories.
- Selecting an item will start the editing steps for the item.

Item Steps & Navigation



- The steps for each item are listed on the left. Typically: Customize, Printing Options, and Finish.
- Select <u>Continue with Order</u> to proceed after completing each step.

Customize : Instructions

- After selecting an item, a screen similar to this is displayed.
- The Instructions section describes the item and its options.
- Above the item preview are arrow buttons to change the page displayed in the item preview.



Continue with Order 🏟

Customize : Instructions

 Use the circle-buttons to go through the options for customizing.

 Brief instructions are included in each customizing area.



Continue with Order 🏟

Customize : Contact Information



 Contact information is prefilled using *My Profile* data.

 Review and modify the information as you would like it to appear on the item.

Select <u>Update</u> to save the changes and update the item preview.

Customize : Photo & Logo



Update PDF Preview..

Customize Postcard Elements:

O Instructions (Diplayed below)

Change of Scenery : Standard_Postcard @

- C 1 Contact Information
- 2 Agent Photo & Logo
- C 3 Message
- C 4 Review

Agent Photo and Logo: (Optional)

- Use the Upload button to upload an image from your computer to the image library of your SRES Print Shop account.
- The My Library button will be displayed to the left of the Upload button only if you have already uploaded an image.
- Use the My Library button to select an .mage from your library.

Agent Photo: (Will appear left of contract information)



Agent Logo: (Will appear right of contact information)



"I'm your Seniors I've been expect

2 of 2

Sara Good seller XYZ Realty The Good seller Team 123 Main St Suite 100 Anytown, IL 60106 Phone 555-444-3210 Cell 555-666-7890 sara@xyzrealty.com



Choose <u>Upload...</u> to submit an image from your computer:

Upload Image	
Browse for an image file to upload, ther	click Submit
	Browse
Submit Cancel	
Add this file to My Library	
1	

Leave <u>Add this file to</u> <u>My Library</u> selected so you can use the image again without having to upload it a second time.

Customize : Photo & Logo



Choose the *My Library*... button to use an image previously uploaded:



Photo & Logo : Image Controls

Agent Photo and Logo: (Optional)

- Use the Upload button to upload an image from your computer to the image library of your SRES Print Shop account.
- The My Library button will be displayed to the left of the Upload button only if you have alread uploaded an image.
- Use the My Library button to select an image from your library.

Agent Photo: (Will appear left of contact information)



Show Image Controls for Photo

Use these controls to modify the appearance of your image. Usually, the defaults are fine.

Border:

White - Default	•
Rotate:	
None - Default	•
Size:	
100% - Default	•
Margin Size:	
None - Default	•
Margin Color & Background Color:	
White - Default	•

- Under the Photo or Logo selection, select the <u>Show Image Controls</u> to display **optional** adjustments for the image. Usually, the defaults are fine.
- Image Controls may include: border color or style, rotation, size, margin size, margin color and background color.



Customize : Message

Change of Scenery : Standard_Postcard

Customize: Customize the document. Click on 'Update' or 'PDF Preview' to view changes.

Update PDF Preview.

Customize Postcard Elements:

- Instructions (Diplayed below)
- C 1 Contact Information
- C 2 Agent Photo & Logo
- 3 Message
- C 4 Review

Message: (Optional)

- Type a message in the box below and select the Update button to refresh the postcard preview.
- You can press enter to start a new line of text in the message.
- To Copy and Paste the symbols below into the message:
 - 0 Highlight the desired symbol and select Copy in the Edit or Page menu.
 - Click at the desired position in your message and select Paste from the Edit or Page menu.

Symbols: ® ™ ©

Enter message here, then select Update: My message goes here!

Here is my slogan.™

- Enter a message, slogan, or other information to appear on the item.
- Select <u>Update</u> to refresh the item preview and see how the information will appear on the item.
- Symbols:

 [™] © can be
 inserted via Copy and
 Paste into the message.

Customize : PDF Preview



- Select <u>PDF Preview...</u> to open the item in Adobe Acrobat.
- This allows for closer inspection of the type using the magnification tools.
- Adobe Acrobat Reader is available for no charge at www.adobe.com
- The PDF Previews are for reviews on-screen and are not printable.

Printing Options Step

SRES where the future Start Shoppin	Print St e takes shape		Profile		www.senior Welcome, Sara Goods	eller Logout
Stone	Change of Sconory	• Standard D	octcard	Previous Co	ntinue with Order	Mar Hole
steps	change of Scenery	. Standard_P	Usicard	Trevious co		neip
1 Customize	Printing Options: Set printing op	tions				Step 2 of 3
2 Printing Options	Enter Quantity:					
3 Finish	100					
	Quantity	Price Each		Price Estimate:		
	100 - 249	\$0.32		Production Costs:	\$32.00	
	250 - 499	\$0.24				
	500 - 749	\$0.20				
	750 - 999	\$0.18	ļ	Update		
	1000 - 2499	\$0.17				
	2500 - 4999	\$0.16				
	5000+	\$0.15				
				Previous Co	ntinue with Order 📦	

- Enter a quantity and select <u>Update</u> to display the cost.
- A price table displays the costs at various quantities.
- Select *Continue with Order* to proceed.

Image Enhancement Service

Change of Scenery : Standard_Postcard 🧹

Previous Continue with

Printing

Options: Set printing options

Enter Quantity:

100

Quantity	Price Each
100 - 249	\$0.32
250 - 499	\$0.24
500 - 749	\$0.20
750 - 999	\$0.18
1000 - 2499	\$0.17
2500 - 4999	\$0.16
5000+	\$0.15

Image Enhancement Service: (Yes or No selection required

Yes, please review and enhance my images. (\$20)

No thanks.

When this service is chosen, your images will be reviewed and professionally adjusted and color balanced for optimum print reproduction. The images will be updated in your library for future use and will have "_Enhanced" added to the image name for easy recognition.

If the images used for this item have previously been "Enhanced" or are being used on another item in this order on which the Image Enhancement Service has already been selected, there is no need to select this service. **Otherwise, this service is recommended the first time your images are used.**

For reference, your images used on this postcard:

female1.tif_Enhanced	
Logo:	
XYZRealty_Logo_K1.eps	

Previous | Continue with

When a Photo or Logo is added to the item, the *Image Enhancement Service* option is displayed in the Printing Options step.

 When this service is chosen, your images will be reviewed and professionally adjusted and color balanced for optimum print reproduction.

The images will be updated in your library for future use and will have "_Enhanced" added to the image name.

Finish Step

Start Shoppin	Print Shop e takes shape ng Cart Orders My Library My Profile Welcome, Sara Goodseller Logout
Steps	Change of Scenery : Standard_Postcard 🥠 🔶 🔶 Help
1 Customize	Finish: Save your work by adding this document to your shopping cart Step 3 of 3
2 Printing Options 3 Finish	Description:Change of Scenery : Standard_PostcardProduct:Change of Scenery : Standard_PostcardID:D-SRE-29D08763
	Add to Shopping Cart Quit Without Saving PDF Preview
	Previous

- The Description for the item used in your shopping cart can be changed. This is useful when ordering different variations of the same item.
- Select <u>Add to Shopping Cart</u> to save the customized item and display the shopping cart contents.

Shopping Cart

SRES Print Shop							estate.com	
St	art Shopping	Cart Orders N	1y Library 📗 My Profil	e	V	Velcome, Sara (Goodseller	Logout
Sh	opping Cart	rk 'Proceed to Checko	ut' to order the contents (of your shopping cart			di la	Help
	Ipdate Proce	eed to Checkout	Continue Shopping	9				
т	humbnail	ID	Description	Product	Quantity	Date Modified	Options	Price
	A change of scening, sceneral sceneral sceneral sceneral	D-SRE-29D08763	Change of Scenery : Standard_Postcard	Change of Scenery : Standard_Postcard	100	5/4/2008 5:44 PM	<u>Edit PDF</u> <u>Preview</u> <u>Duplicate</u> <u>Delete</u> <u>Hold</u>	\$32.00
L	Ipdate Proce	eed to Checkout	Continue Shopping	9	1		Subtota	: \$32.00

- Select *Continue Shopping* to add additional items.
- Select *Proceed to Checkout* to purchase the items in the shopping cart.
- *Hold* will place items in a Hold for Later area which are saved but not included in the order when *Proceed to Checkout* is selected.

Checkout : Shipping

SRES where the future take	Print Shop	orsrealestate.com
Start Shopping (Cart Orders My Library My Profile Welcome, Sara Good	seller Logout
Checkout Steps	Checkout 🧮 Continue with Order 🗭	Help
1 Shipping	Shipping: Set Shipping Options	Step 1 of 3
2 Payment	Shinning Address Can	cel Checkout
	Eirst Name:	
3 Place Order	Sara	VeriSign
order	Last Name:	Secured
	Goodseller	VERIFY
	Company:	
	XYZ Realty	
	Address 1: (No PO Boxes)	
	123 Main St	
	Address 2:	
	Suite 100	
	City:	
	Anytown	
	State/Province:	
	Illinois	
	Postal Code:	
	60106	
	Country:	
	United States	
	Delivery Method	
	O LIPS Ground: \$4.54	
	C LIPS Second Day Air: \$11.16	
	O LIPS Next Day Air: \$21.00	
	Orders are generally produced in 2 to 7 days and then s ¹ pped via UPS or Post Office.	delivered to the
	Select "Undate Delivery Cost Estimates" if delivery address is changed	i.
	Undate Delivery Cost Estimates	

 The shipping address is prefilled with *My Profile* data.
 Review and update the delivery address for this order.

 Select a delivery method.

If you change the address, select
 <u>Update Delivery Cost</u>
 <u>Estimates</u> to display updated rates from UPS.

Continue with Order 💼

Checkout - Payment

SRES where the future take	Print Shop	www.seniorsrealestate.com
Start Shopping (Cart Orders My Library My Profile Welcon	ne, Sara Goodseller Logout
Checkout Steps	Checkout 🚍 🔶 Previous Continue with Orde	er 🔹 👋 Help
1 Shipping	Payment: Set Payment Options	Step 2 of 3
2 Payment	Billing Address	Cancel Checkout
3 Place Order	First Name: Sara Last Name: Goodseller Address 1: 123 Main St Address 2: Suite 100 City: Anytown State/Province: Illinois Postal Code: 60106	Verisign Secured VERIFY
	United States	
	Payment Information	
	Credit Card	
	Kind of Card: American Express Name as it appears on card: FName LName Card Number: (No spaces or dashes) 1111222233334444 Security Code*: 123 Expiration Month:	
	01 Expiration Year: 2010	

 The billing address is prefilled with My Profile data. Review and update the billing address for this credit card.

 Enter the credit card information and select <u>Continue with</u> <u>Order</u> for a final review of the order.

Checkout - Payment

SRES Print Shop							
Start Shopping C	art Orders My	Library 🛛 My Profil	e	Welcome, Sara G	Goodseller	Logout	
Checkout Steps	Checkout 🤶		Previous		- En	Help	
1 Shipping	Place Order: Review and p	lace your order for pro	duction			Step 3 of 3	
2 Payment	Place Order				Cancel Ch	eckout	
3 Place Order	Items:			-			
	Thumbnail	ID	Description	Product	Date Modified	Price	
	Actions Research	D-SRE-29D08763	Change of Scenery : Standard_Postcard	Change of Scenery : Standard_Postcard	5/4/2008 5:44 PM	\$32.00	
					Subtotal Shipping Handling Tax Total Price	\$32.00 + \$4.54 + \$0.00 + \$0.00 \$36.54	
	Place Order				Ø	VeriSign Secured VERIFY F	
	Previous						

Review the order and select <u>Place Order</u>.

• The *Orders* list will be displayed.





 The current and previous orders are listed.

The Status will be updated as the order progresses.

- Select *Details* for more information about a specific order.
- E-mail notifications will be sent when an order is placed and when the items are shipped. The UPS tracking number will be included.
- Select *Logout* when finished.

Improvements

- The SRES Print Shop is continually evolving to improve the user experience and there may be differences between the current web site and this presentation.
- Comments and suggestions are welcome at sres.support@printingstorefront.com