



Picton Press Slicks Management Customer Portal

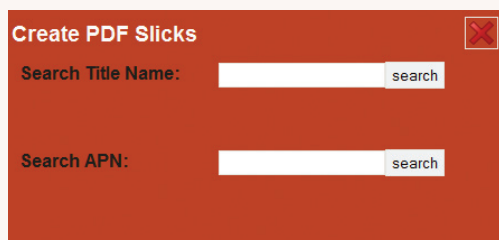
For technical support please contact:
PICKON PRESS
1800 PICKON (742866)
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www.pictonpress.com.au



Create PDF Slicks

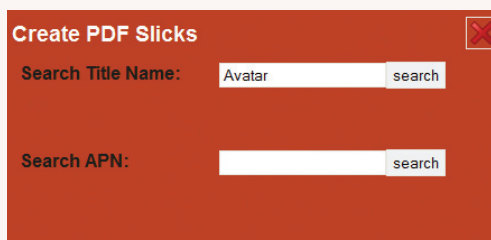
This feature allows you to generate a PDF slick for any title that has been proofed by Picton Press in an instant.

1. Simply click on Create PDF Slicks in the menu bar



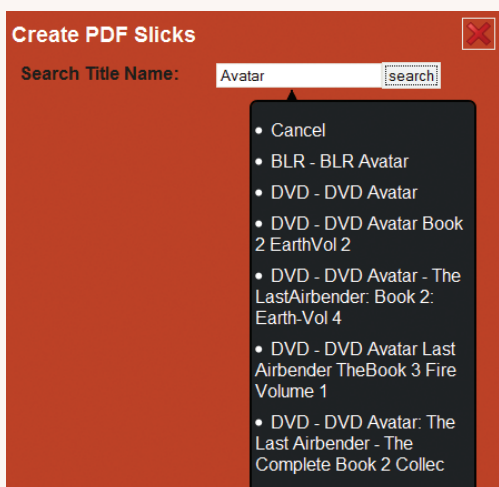
The screenshot shows the 'Create PDF Slicks' interface. It has a red header bar with the title and a close button. Below the header, there are two search sections. The first section is labeled 'Search Title Name:' and has a text input field followed by a 'search' button. The second section is labeled 'Search APN:' and also has a text input field followed by a 'search' button.

2. Search by Title Name or APN



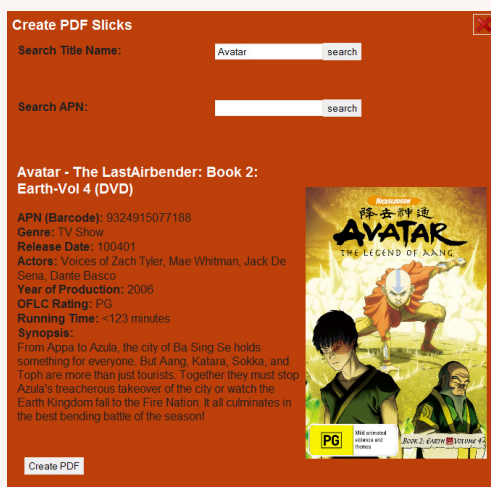
This screenshot is similar to the previous one, but the 'Search Title Name' input field now contains the word 'Avatar'. The 'Search APN' field remains empty.

3. Clicking search will give you a shortlist of titles



The screenshot shows the 'Create PDF Slicks' interface with 'Avatar' entered in the 'Search Title Name' field. A dropdown menu is open, displaying a list of search results. The results include 'Cancel', 'BLR - BLR Avatar', 'DVD - DVD Avatar', 'DVD - DVD Avatar Book 2 EarthVol 2', 'DVD - DVD Avatar - The LastAirbender: Book 2: Earth-Vol 4', 'DVD - DVD Avatar Last Airbender TheBook 3 Fire Volume 1', and 'DVD - DVD Avatar: The Complete Book 2 Collec'. The dropdown menu has a dark background and white text.

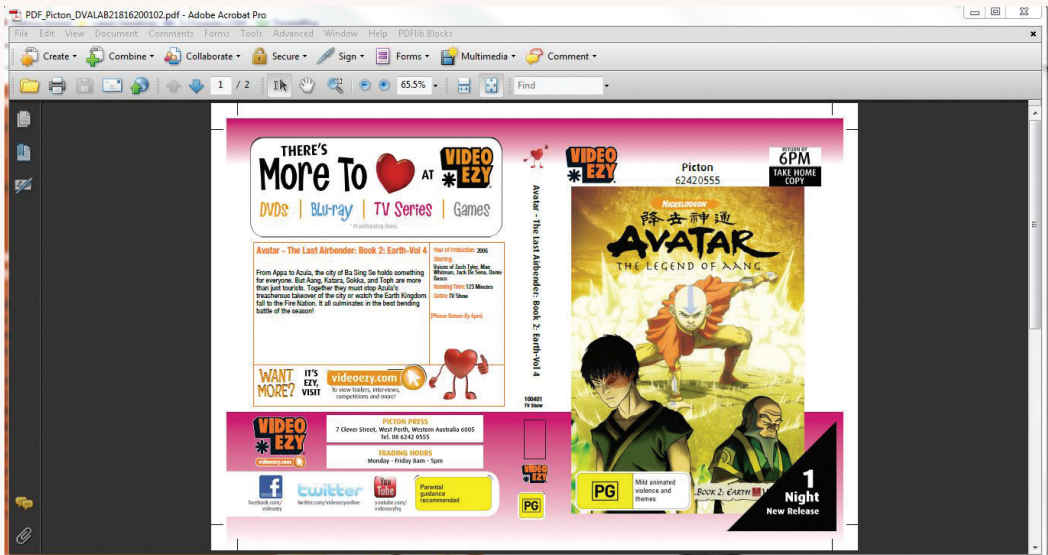
4. Select the title that you want out of the list. You will see all of the text information and the cover image for the selected title



This screenshot shows the 'Create PDF Slicks' interface with 'Avatar' entered in the 'Search Title Name' field. The dropdown menu is closed, and the selected title, 'Avatar - The LastAirbender: Book 2: Earth-Vol 4 (DVD)', is displayed. Below the title, there is a detailed description of the title, including the APN (Barcode), Genre, Release Date, Actors, Year of Production, OFLC Rating, Running Time, and Synopsis. To the right of the text is a cover image of the DVD. At the bottom left, there is a 'Create PDF' button.

5. Once you are happy that you have selected the correct title, click 'Create PDF'

Within a few moments (depending on your connection speed) you will see a PDF slick created with your store preferences open in a new window/tab. You can save this file, or print it directly from your browser for use in store



Notes on PDF's created out of the customer portal

- PDF's are created with trim marks and bleed like any file used for print production. You will need to trim the slick at the trim marks to use it in a case.
- PDF's are intended as a temporary measure for stores. We recommend that you order printed copies of any titles that you require slicks for.
- PDF's are created within the colour profiles that we use on production equipment, however we cannot guarantee colour matching when printed on your equipment.
- PDF's may contain artwork which is copyrighted. This artwork is intended only for use in the context of a Video Store promoting the title for rent.
- PDF's cannot be created for a store that does not have a current order, or is on credit hold.

CHANGING STORE INFORMATION AND PREFERENCES

Under each section on the main screen, there is an edit button which will raise the corresponding edit window. From this window you can edit store details and preferences. Where appropriate, holding your mouse over each field will give you a description of what the field relates to. When you have made changes, simply click the save changes button.

NOTE: Changes you make in these screens take effect immediately. Access to the customer portal is given on the understanding that you take responsibility for changes made on your account. If you do not feel comfortable making these changes please contact Picton Press to make them for you.

STORE ARTWORK

Store artwork is shown in the customer portal for information purposes only. The art you see on the screen is that which we will use to print your slicks. For this reason we asked that you contact Picton to make artwork changes such that we can ensure that marketing approval guidelines are met.

CHANGE PASSWORD

When you are first supplied with a password for the picslicks portal, it is a randomly generated one. We encourage you to change this password as soon as possible to something easy to remember. We recommend including at least 1 capital letter and 1 number in your password, with a minimum of 6 characters total.

LOG OUT

It is recommended that you click 'log out' each time you finish with Picslicks, rather than simply closing the window. This ensures that someone else using your computer cannot access your store's portal.

GROUPS OF STORES

Franchisee's who have a group of stores can apply to Picton for a group log in. This allows you to manage details for all stores in the group, as well as create PDF's for any stores in the group. Stores in a group can also have individual logins. For more information and to have a store group created, contact Picton Press.

PAYMENTS

The Picton Customer portal also allows you to make payments to Picton via Paypal. You do not need to have a Paypal account to do this, you can use any Visa or Mastercard. To process a payment for your store, click on "Make a Payment", enter the amount you wish to pay, then click "Pay Now" This will re-direct you to the Paypal payment gateway which will instruct you through the payment either from your Paypal account or direct from your credit card. Picton Press also accepts Internet Funds Transfers and Cheque.