

1. Create an outline

Create a text document with an outline of your desired categories, subtexts, subcategories and any specific settings needed for the presentation. Something similar to the example below.

Category Titles / Subtext / Subcategories:

1. Experience **DEVELOP**
2. Comstor Academy / *Significant discounts on all Cisco training*
3. Equipment Loaner Program / *Let customers experience solutions themselves*
 - a. Program
 - b. Process
 - c. Product Line
4. **DEVELOP** with Comstor Services / *Mitigate customer defection risks*
5. Executive Relevance Selling / *Take the next step with your business*
6. Product Management / *Comstor is YOUR Cisco "Sensei"*
7. Cisco / *The worldwide leader in IT*
 - a. Products
 - b. Services
 - c. The Network
 - d. Support

Settings:

Film strip: Right side of screen

Theme Color: #CC1C4A8C / 80%

Share feature:

Dropbox:

Username: comstoredgexp@gmail.com

Password:

DOB:

Email account details:

cusedgexp@na.westcongrp.com

Password:

smtp.office365.com

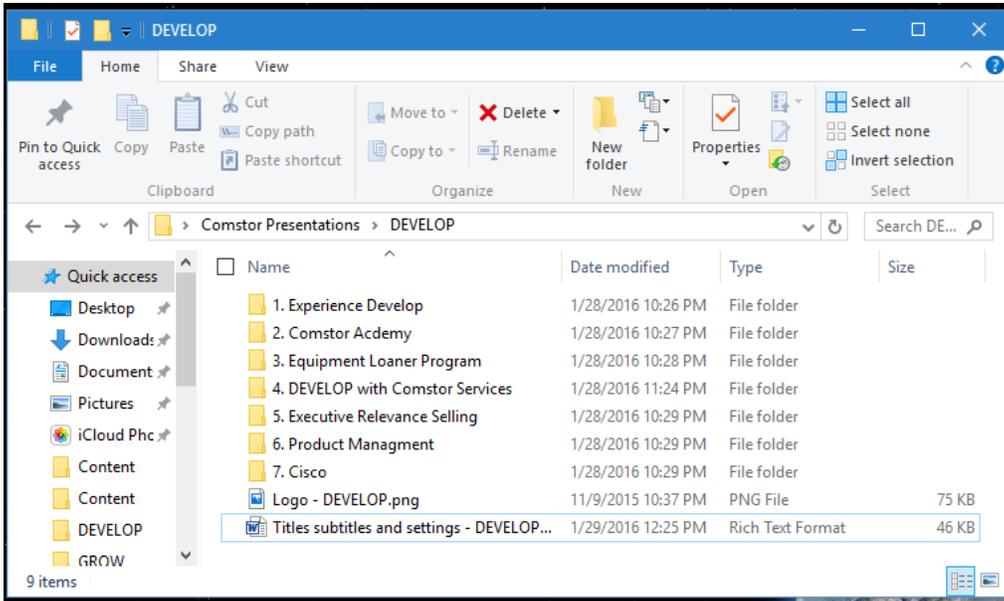
Email Port: 587

SSL

2. Main content folder and category list

Create a content folder with each main category having its own individual folder numbered in the order you want them to appear. If using a logo for the presentation, place the logo here as well.

Recommended design for the logo: PNG file 1920 x 1080 transparent canvas with the logo correctly sized and located in the position desired.



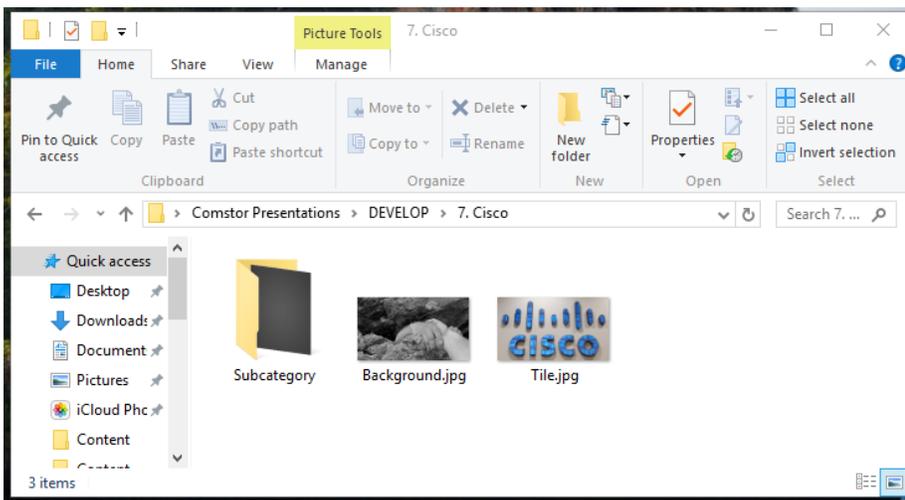
3. Within the category folders

Within each category folder, place the tile and background image for the respective category. Create a subcategory folder.

Recommended resolution:

Tile image: 680 x 460 or 1920 x 1080 / PNG, JPG

All Background images: 1920 x 1080 / PNG, JPG. It's recommended to have a subtle desaturation or pattern overlay applied to the background image so the tile images stand out.

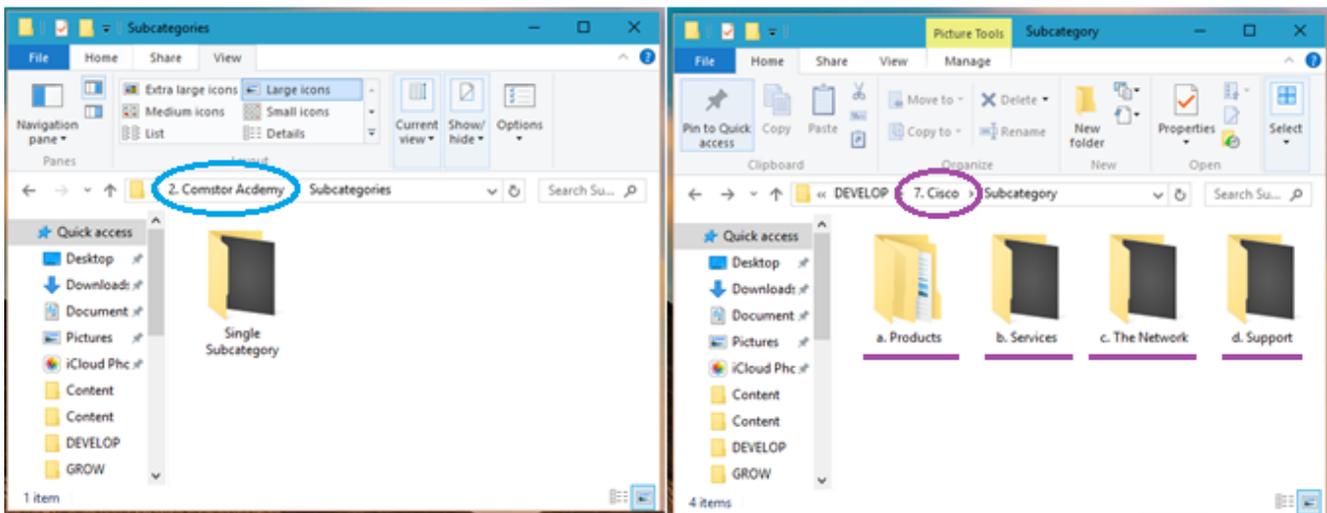


4. Within the subcategory folders

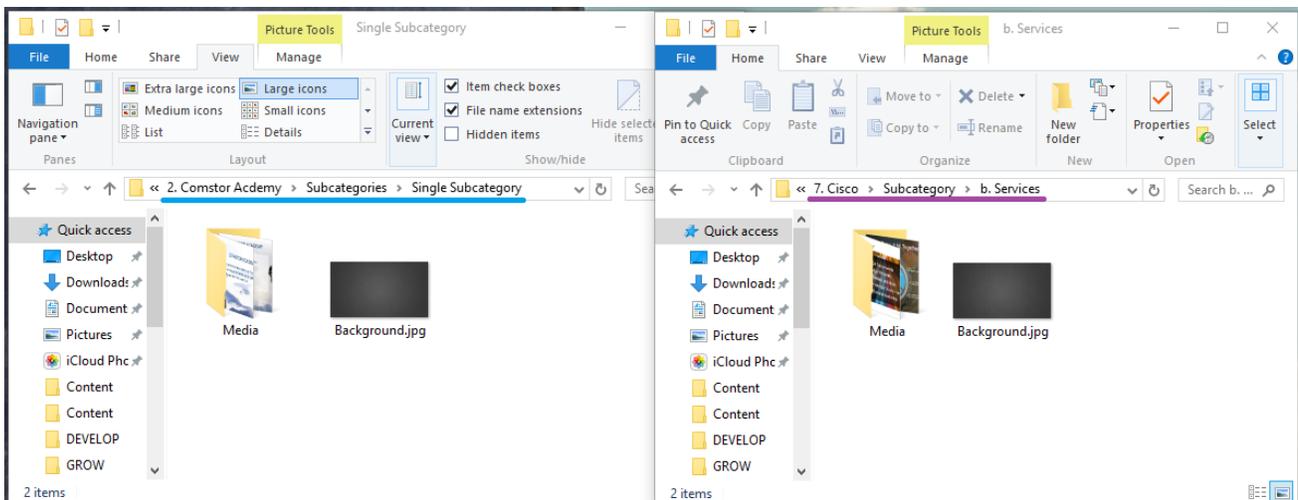
Within the subcategory folder, create each of the subcategories for that category. If you are planning to not have multiple subcategories or a single media, simply create one folder.

Titles / Subtext / Subcategories:

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 - a. Products
 - b. Services
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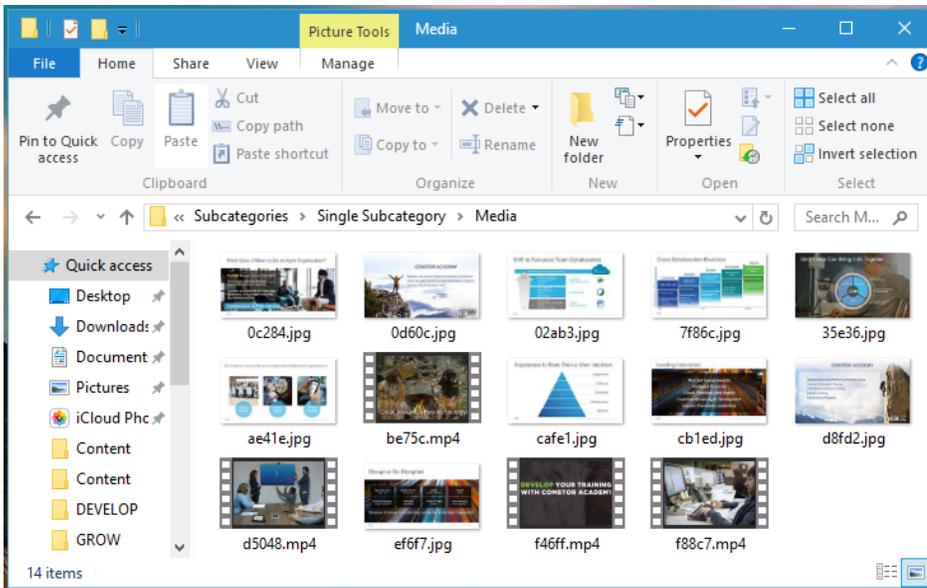
Within each subcategory folder add a media folder. if you are using a custom background for that specific category/subcategory and the image here.



5. Within the Media folder

Within the media folder, add the relevant content/media for that specific category/subcategory.

Recommended media: 1920 x 1080 resolution, PNG, JPEG, MPEG4, AVI



6. Ready to build on myShowcase

Launch myShowcase and go to the admin (Ctrl-A). From there you can start uploading your content and building out your presentation based on the outline folders and direction you created. Since all your content is now organized and in one location, building the presentation should be simple and straightforward.

Note: spinTouch offer professional services that include content creation and myShowcase full presentation design and development build outs. Contact us for more information.

