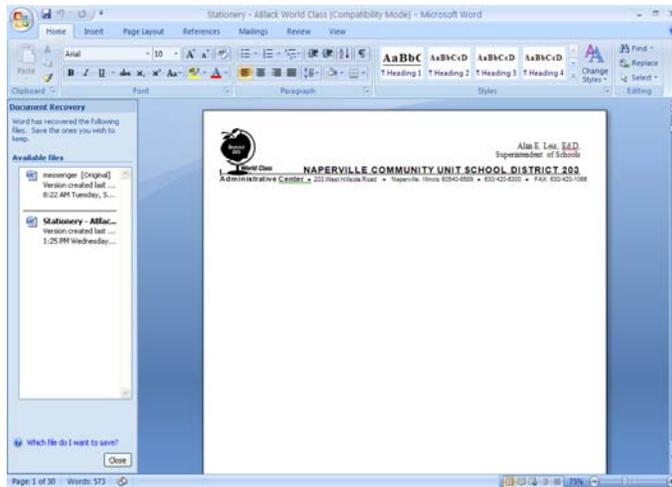


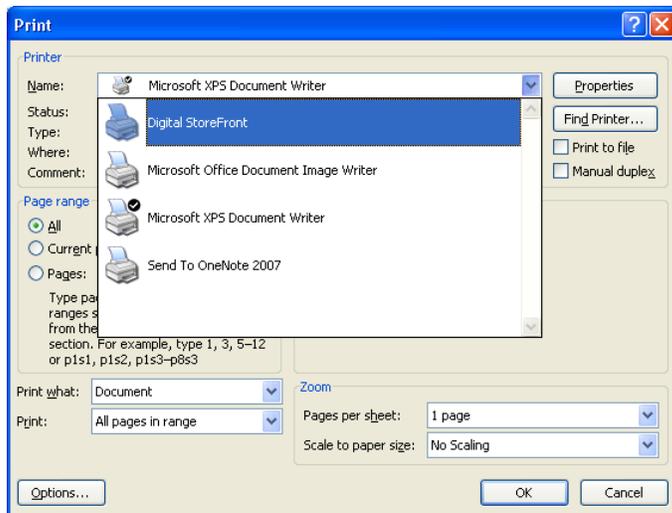
Digital Store Front's Print Messenger

From The District Print Center

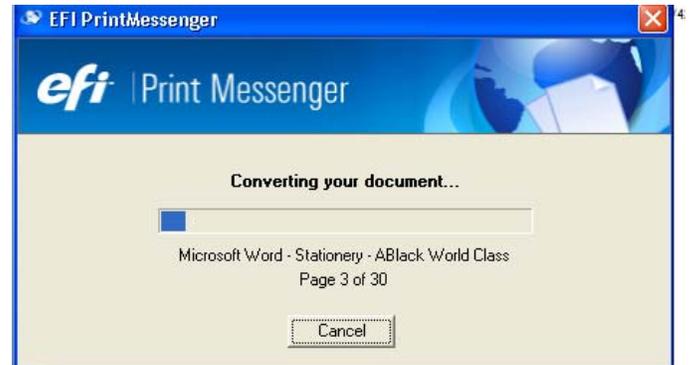
To simplify the file uploading and ordering process, we have implemented a print driver that will automatically convert your files to PDF format, upload them to the storefront and log you into the site to place your order. This will eliminate text flow issues in certain document types and allow Microsoft Publisher uploads as well. The following diagrams explain the procedures for use of the Print Messenger:



1) Create or open the document you intend to upload and order.



2) From the print options screen, choose **Digital Storefront** then **Click OK**.



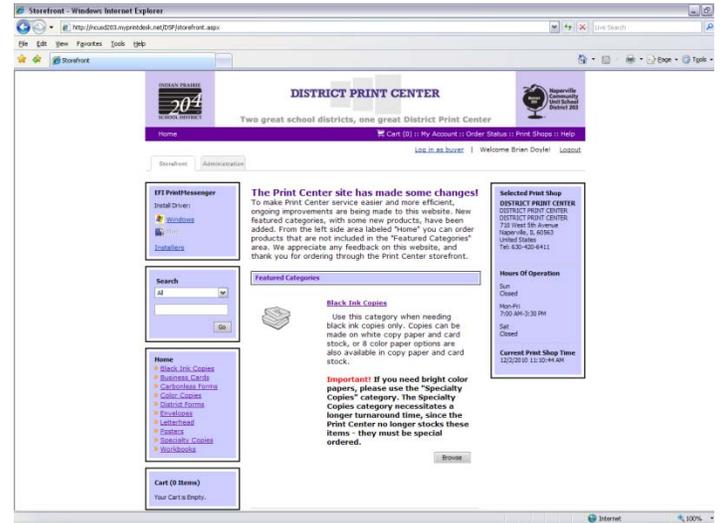
3) You will then see a progress bar as your document is converted to a PDF for uploading.



4) Once the file is converted, you may verify that the file is correct and then **Click Upload**.

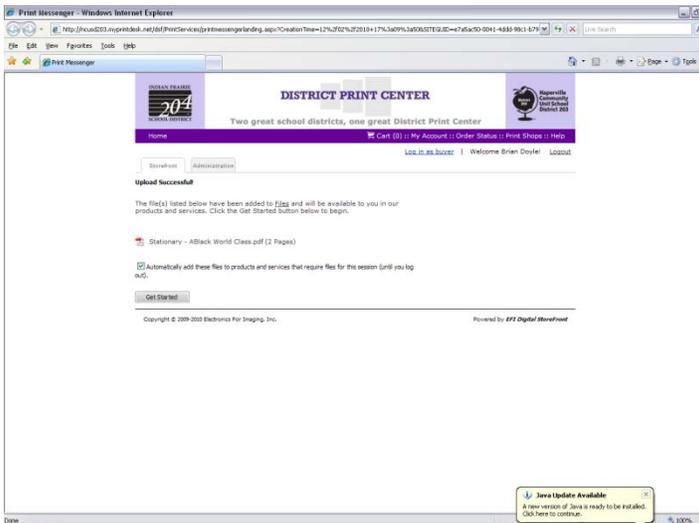


5) Now you will need to enter your login and password that you established when registering with our Digital Storefront and **Click Login**.



7) Proceed as directed in the Digital Storefront Introduction Brochure.

Note: If you are uploading multiple documents for the same product, repeat steps 1-3 prior to clicking Upload in step 4. You can also preview, delete or change the order of your files using the tools shown in the Status/Actions column (step 4).



6) You will automatically be logged into our site. **Click Get Started**.

If you have any questions or suggestions please call:

DISTRICT PRINT CENTER

630-420-6411