MyAIMStore Welcome Guide

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Super Simple Six-Minute Set-Up

Alliteration aside, getting your MyAIMStore website set-up the way you want it is easier than you might think. Unless you think it will take two minutes, in which case you are mistaken and about four minutes off.

To prep yourself for the Super Simple Six-Minute Set-Up (SSSS for short), all you need is a clear head, a quiet mind, and six minutes of time. Oh, and a computer.

Gentlemen and ladies, start your stopwatches!

Check E-mail

If you are truly starting from sign-up, this step will kick off your six-minute cycle. Every MyAIMStore sign-up receives an e-mail once your site is ready for your perusal.

In this e-mail is helpful information like how to log-in, which becomes important right … about … now!

Log In

To log in via your e-mail, simply click the log-in link that we provided.

To log in via your website (for those of you who already have sites set up), go to your site, scroll to the very bottom, and click the Log In To Your MyAIMStore Website link in the bottom right corner.

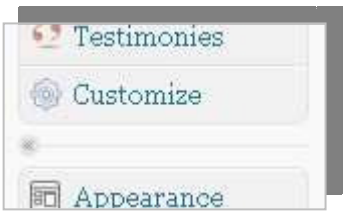
Enter your username and password, and away you go.

Click Customize

Congratulations if you made it this far. You're the best. Now this next part is a little tricky, especially if you get distracted easily.

Ignore all the information on the page except for the menu that runs vertically down the left side (if you're really curious about what's all on this page, scroll down to the bottom of this document).

About halfway down, underneath the Testimonies link and above the Appearance link, is a link called Customize. See it there? The one with the gear icon next to it?



Give ‘er a click.

Enter Personal Info

The Customize page has a series of options for you to fill out, so let’s get to it. Start at the top with your Member ID Number (this may already be filled out for you). Next, add your Name, Phone, E-mail, and Location. This information appears at various places around your website and when visitors click from your site to AIM’s site. If you have any privacy issues, best to leave some of these fields blank.

Upload A Photo

Skip to the bottom of the page to upload a personal photo. Click the Upload button and the Select Files button, find an image on your computer, and click Open. MyAIMStore does the uploading and shows you a preview of your pic. If you’re happy with it, click the Insert Into Post button near the bottom.

You will definitely want to choose a horizontal, rectangular image for your picture (one that is 465×380 pixels in a perfect world). For additional information, scroll down further in this document or e-mailMyAIMStoreSupport.

Have an AIM Composure

You’ve earned it!

Set Color Scheme

This step is my favorite (because I love colors) and my least favorite (because I’m indecisive). There are over 20 color schemes to choose from, so have at it.

The Color Scheme selector is right above the Featured Image/Photo Upload section. Click the down arrow to see the list of options, and ignore the “.css” at the end of the color names.

If you aren’t a fan of what you’ve chosen, you can always come back later and change it.

Save Changes

Important. The Save Changes button is in the lower right corner or the upper right corner. You'll know the changes have been saved when a green check shows up on screen.

Check Your Work

And stop the timer! You're done!

Add a Personal Photo

Site looking a bit sterile? A personal photo may be just the flair you need.

The Quick Way

Adding a photo is one of the built-in features of the MyAIMStore websites. We want to make it as easy as possible on you. Follow these three steps to get your photo up and active:

1. Log in to your website and click Customize.
2. Scroll down to the Featured Image section, and click Upload.
3. Find your photo on your computer, select it, and click Open.

MyAIMStore handles the uploading, shows you your pic, and if you're please with it, click the Insert Into Post button, and away you go!

The Long(er) Way

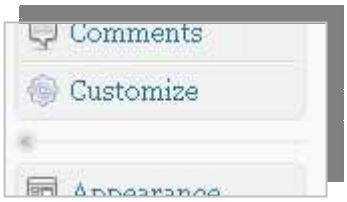
Need a little more instruction than the Quick Way? No prob. Here is a detailed take on the image uploading process.

Log in to your website

This can be done using the link in the bottom right corner of your website. For more info, read a detailed HowToonloggingin.

Go to Customize

The Customize section of your site is where the photo magic happens. To get there, simply click on Customize in the left-side vertical menu once you are logged in. Confused? Don't worry. Just re-read the first section in this Welcome Guide.



Scroll down to the Featured Image section

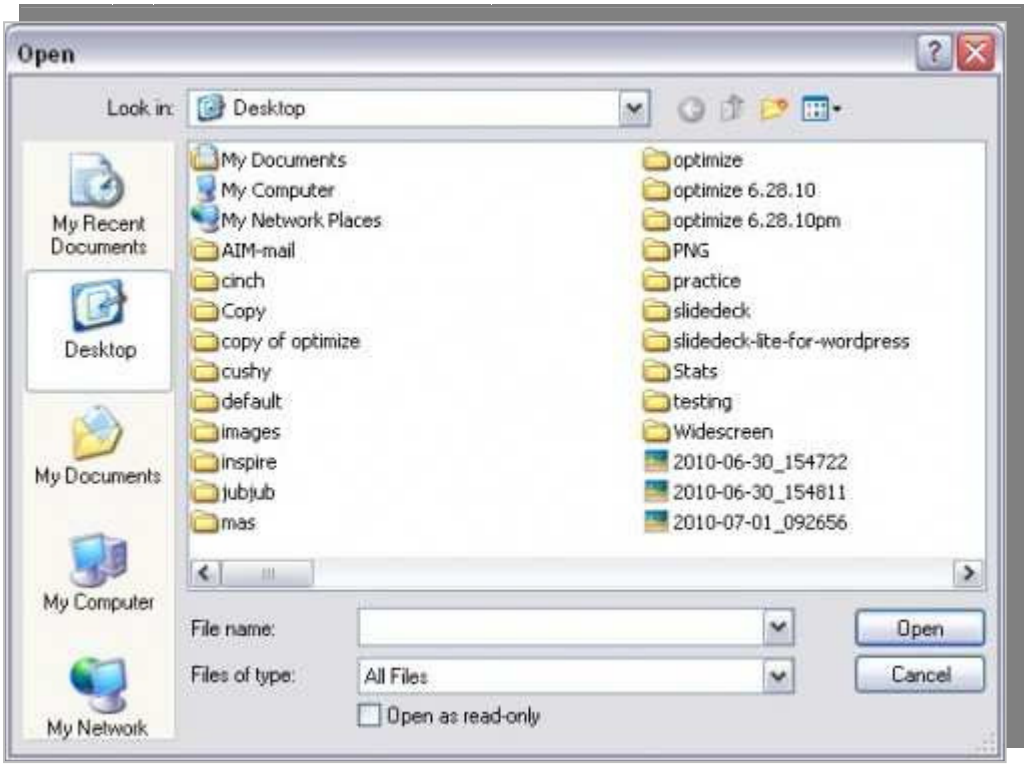
The Featured Image section is the last option on the General Settings tab. Once you land on the Customize page (after clicking the Customize link), all you have to do is scroll. You should see a blank box with an upload button at the very bottom.

Click Upload

Upload is just a fancy way of saying, "Add my picture to my website please!" What you are essentially doing is taking a picture from your personal computer where only people looking over your shoulder can see it and putting it out on the World Wide Web where anyone from anywhere can see it.

Find your photo on your computer

After you click Upload, a dialog box will pop up. Chances are, it will look something like this:



This is the hard part. Do you know where you put your picture on your computer? I imagine that your picture came from a digital camera or an e-mail. If you have a usual place where you save these photos, then go ahead and head that direction. Click on the file you want. And click Open.

Preview and post

After clicking Open, MyAIMStore uploads the image and gives you a preview of the picture. If you're happy with what you see, scroll down near the bottom of the window and click the Insert Into Post button. If you're not happy with what you see, click Delete and pick another.

Make sure it is the right size

Once you click Open, MyAIMStore does some photo crunching and – voila! – your image appears on the page. How does it look? Probably pretty good. Keep in mind, though, that the image location on your website is a horizontal rectangle. If your picture isn't anywhere close to that shape, it might look funky.

The ideal image size is 465×380 pixels. If your image is something different, it will simply be scaled to fit that size.

Want to scale it on your own? Consider your computer's Paint program or try a web-based photo editing tool like pixlr.com.

And of course, if you'd prefer not to mess with either, simply e-mail it to us here at MyAIMStore Support, and we will be happy to hack and slash it to fit.

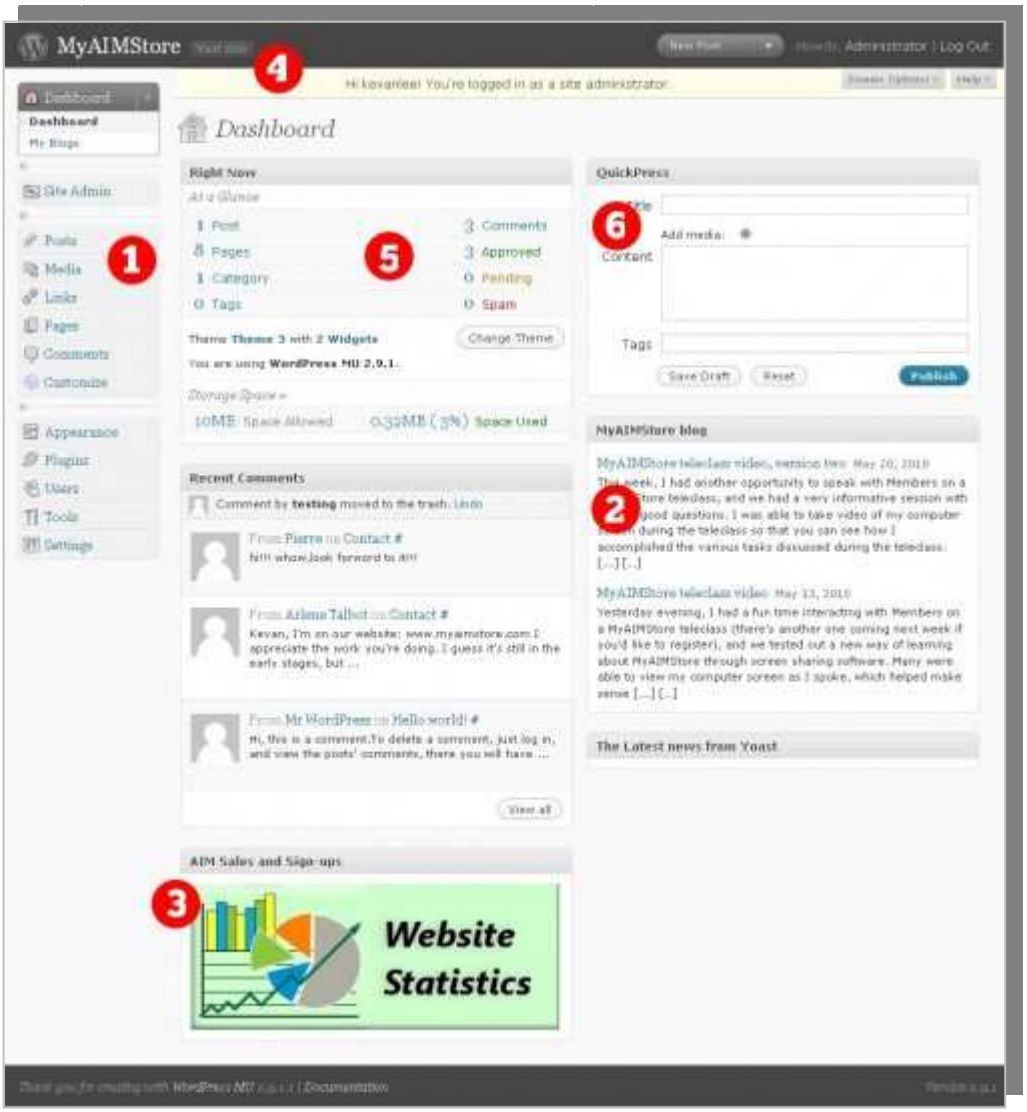
Speaking of MyAIMStore Support

Still stumped by this photo editing nonsense? No worries. E-mailMyAIMStore Support or give us a call (1-800-477-4246), and we'll be happy to help.

Getting to know your dashboard

As soon as you log in to your site, you will land on a page packed with information, links, widgets, doo-hickeys, and a whole lot of consternation. It could be confusing. It will probably be overwhelming. But working your way through this newfound wilderness is totally worth it.

The MyAIMStore Dashboard is your friend. And he has connections.



The Menu (1). Though not as exciting as a Cheesecake Factory menu but a whole lot more exciting than an HMO pricing menu, the Dashboard's Menu is your one-stop shop for navigating through your MyAIMStore options. The menu will always be on the left side of the page from now to forever, so you always have a means of getting around. Also

of note, the Customize link lives here. This link is where you edit your site's look and feel. You will get to know it dearly.

MyAIMStore Blog Tips (2). Semi-regularly I post tips and hints and how tos on getting the most from your MyAIMStore site. You can keep abreast of all that simply by checking this part of your Dashboard page.

Sales and Signups (3). Check in on the progress of your site by logging on to AIM's corporate website to see your sales and sign ups that have occurred through your MyAIMStore.

Visit Site (4). This link takes you to your website's homepage.

Right Now section (5). For bloggers only, you can see a snapshot of the activity on your posts and pages.

QuickPress (6). Again for bloggers only (man, those guys are needy), QuickPress is a quick-and-dirty means of posting blog entries to your site.

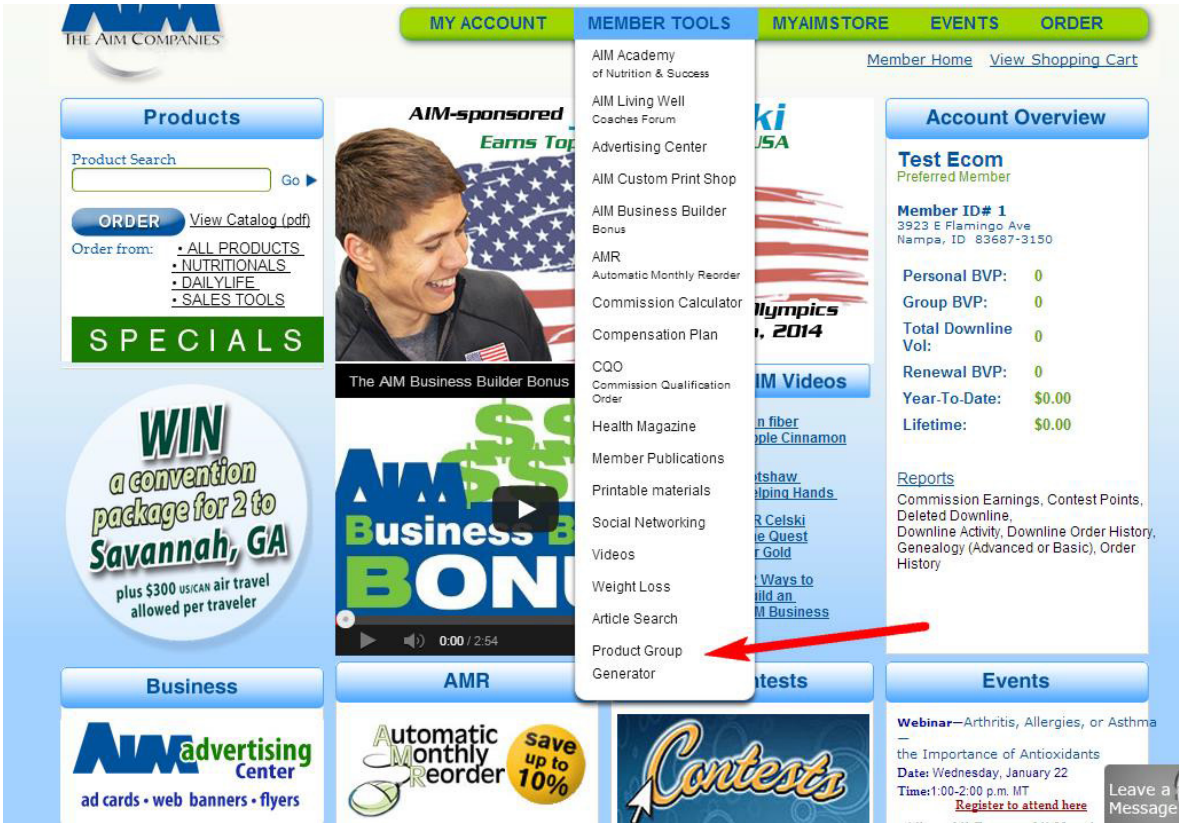
If you have only read one thing I wrote this entire post, I hope it was this: The Customize link is in your Dashboard's left-side Menu.

Miscellaneous

Sell a product grouping

If you would like to sell a bundle of AIM products, you can create a customized link to your personalized bundle using a tool on the AIM website.

Log in at the AIM website with your Member ID # and your password, and click on the Product Group Generator link under Member Tools.



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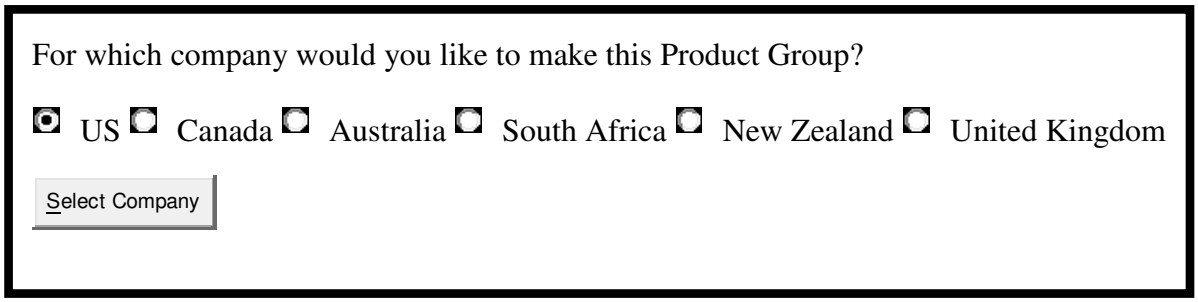
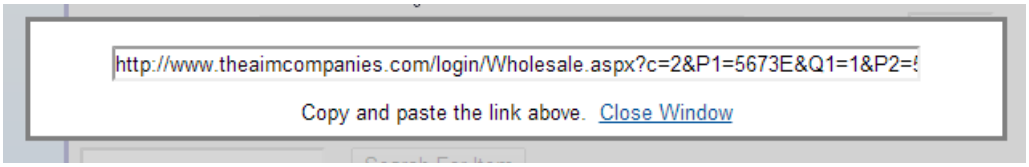
At the next screen, choose the country for which you'll be marketing your products and then add your desired products by code, list, or search.



When you are finished adding products, click to Create Product Group Link.

This will provide you with a customized URL that contains the code for your personalized product bundle.



You can add this URL anywhere on your MyAIMStore site where you might place a link.