

# MYAIMSTORE.COM CHEAT SHEET

View  
your site!



## SUPER SIMPLE **6** minute set-up

### **0:00** Check E-mail

You have mail from AIM! Check your inbox for a message titled "Your MyAIMStore website is ready!"

### **0:15** Log In

Via e-mail: Click on the log-in link.  
Via website: Visit your website (see above), scroll to the bottom, click "Log in" in the bottom right corner. Enter username and password.

### **1:15** Click Customize

See it there on the left side of the page? Under "Comments" and above "Appearance"? Has that gear icon next to it? If you're having trouble, flip the card over for some bonus help.

### **2:00** Enter Personal Info

The usual: Member ID, Name, Phone, E-mail, etc.

### **2:30** Upload a Photo

Click the UPLOAD button, find the image on your computer, and presto change-o, you've got yourself a picture. Extra details are on the flip side of this sheet.

### **3:00** Have an AIM Composure

You've earned it!

### **3:30** Set Color Scheme

Match your scheme to your photo, your personality, your mood – whatever! Change again at any time.

### **4:30** Save Changes

The most important part!

### **5:59** Check Your Work

And give yourself a hand. You are a budding Internet guru. All hail you!



## Add A Photo

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

MyAIMStore does the rest. Your photo will now appear front and center on your MyAIMStore site. Easy as pie, right? Mmm, pie.

Visit your MyAIMStore website (see flip side).

Scroll to the very bottom of the page. Keep scrolling. Keep scrolling!

In the bottom right corner, there is a log-in link. Click it.

Enter your username and password and click the Log In button.

Congratulations! You've arrived at your MyAIMStore Dashboard. You're in!



## DASHBOARD

The Dashboard is your portal to MyAIMStore management. Navigate through your admin options using the vertical menu **A** at far left (the "Customize" link lives here). Catch the latest tips from the MyAIMStore blog **B**, and catch up on your site's sales and sign-ups **C**. Want to view your site? Of course you do. The link **D** is in the top-left corner. For power bloggers, the Right Now section **E** recaps your site's activity and QuickPress **F** saves you posting time. For non-power bloggers, ignore that last sentence.



# NEED HELP?

Call - 1-800-477-4246

E-mail - [myaimstore@aimintl.com](mailto:myaimstore@aimintl.com)

Go Online - <http://myaimstore.com>

Live support hours are 8:00 to 4:00 MT, Monday thru Friday.