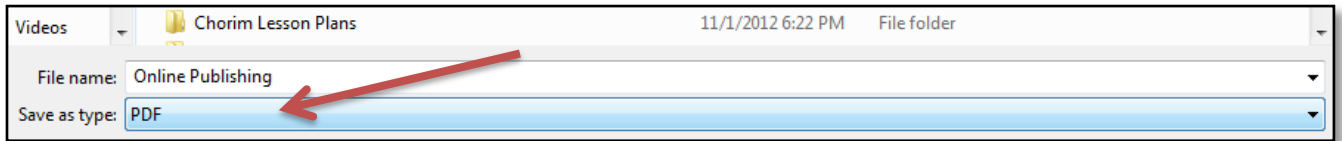

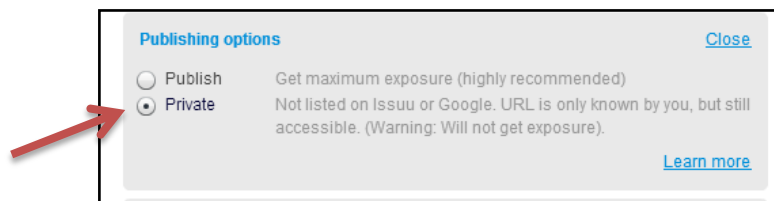


Online Publishing

Today, we're going to put your magazine up online so you could read it from another computer or iPad. First step, open your magazine in Publisher. Click "**File**" then "**Save As.**" Then choose Save as type: **PDF** and click **Save**.



- 1) Next, go to: <http://issuu.com/signup>
- 2) Enter in your information (you can use a made up name and age if you want, sometimes it's best not to give out your real information online unless you really have to).
- 3) Log in with your new name and password.
- 4) At the top right click 
- 5) Click the "**Browse**" button and find the **PDF** that you just created (probably in your documents)
- 6) Enter a **Title** and a short **Description** of your magazine.
- 7) The **Web name** should fill in automatically.
- 8) List 3 or 4 **keywords** that describe your magazine.
- 9) Under **Type** choose **Magazine** and say "Yes" it is child safe.
- 10) Choose a **Category**, **Language**, and **Target Audience**
- 11) For **Publishing Options** click "Choose Options" and select **Private**



- 12) Click **Upload** and then find your magazine under "**My Library**"

- 13) On the far right, click the middle view option



- 14) Under your magazine name, click "**Copy Link**" and then paste it in an email to me! Finished!