B2B PRESS

QUICK GUIDE

With B2B PRESS you distribute press releases to the media.

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www.B2BPRESS.com

1) Register / Log in

2) Prepare your press release
(PR) by creating modules on **My Desk**:
- *Media list(s)**
- Press release text
- Pictures

or select from **My resources**

Each PR is a combination of one text and one or many media lists. Pictures are recommended.

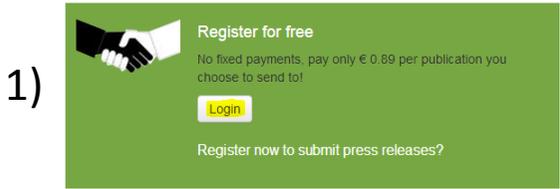The media list(s) shows what languages are needed. You can omit and replace according to available language versions.

3) Publish and distribute:
Schedule the publication time. Different language versions can be published at different times.
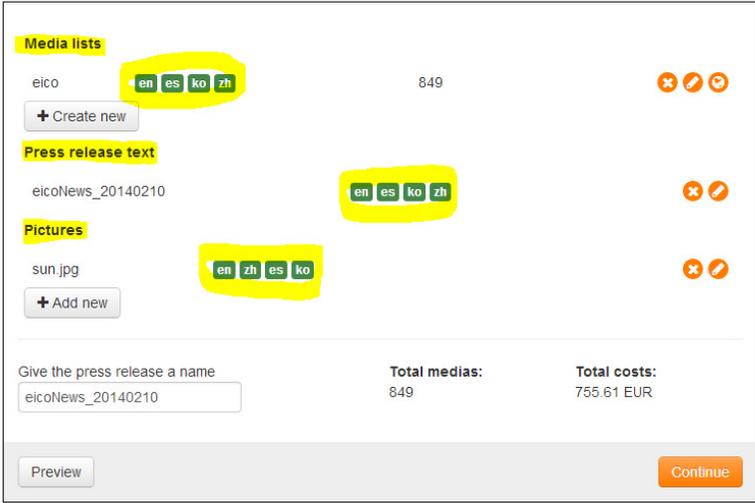
Pay with a credit card or PayPal, or get an invoice.

My Press Release history shows everything you have saved.

* Please turn the page for details

START HERE

1)

Register for free
No fixed payments. pay only € 0.89 per publication you choose to send to!

Login

Register now to submit press releases?

2)

MY DESK

Create your press release here: select media, write text and add pictures.

Media lists

eico   en es ko zh   849   ❌ ✏ 🔲

＋ Create new

Press release text

eicoNews_20140210   en es ko zh   ❌ ✏

Pictures

sun.jpg   en zh es ko   ❌ ✏

＋ Add new

Give the press release a name	Total medias:	Total costs:
eicoNews_20140210	849	755.61 EUR

Preview   Continue

3)

Schedule publishing time

- ◉ Publish immediately
- ○ Single publishing time in the future
- ○ Language specific publishing times

en	10.2.2014	14 ▼	:	53 ▼	(GMT+00:00) UTC ▼
de	10.2.2014	14 ▼	:	53 ▼	(GMT+00:00) UTC ▼
fi	10.2.2014	14 ▼	:	53 ▼	(GMT+00:00) UTC ▼
it	10.2.2014	14 ▼	:	53 ▼	(GMT+00:00) UTC ▼
fr	10.2.2014	14 ▼	:	53 ▼	(GMT+00:00) UTC ▼
sv	10.2.2014	14 ▼	:	53 ▼	(GMT+00:00) UTC ▼

Separate publishing time for each language version

My resources

Media lists

✏ 🌐 Bauma 59	🔲
✏ 🌐 ChristineTy 1	🔲
✏ 🌐 eico 849	☑
✏ 🌐 German dairy 32	🔲
✏ 🌐 GulfInteriortest 13	🔲
✏ 🌐 mcpåeng 1	🔲
✏ 🌐 MiciZh 1	🔲
✏ 🌐 New media list 2013-08-30 09:55 534	🔲
✏ 🌐 New media list 2013-09-25 09:25 1	🔲
✏ 🌐 New media list 2013-11-15 17:10 1	🔲
✏ 🌐 New media list 2014-02-10 12:47 12	🔲
✏ 🌐 PonsseSverige 221	🔲
✏ 🌐 Singaporeb2bpress 4	🔲
✏ 🌐 SIngMalIndTourism 7	🔲
✏ 🌐 spainagri 50	🔲
✏ 🌐 test2908 3	🔲
✏ 🌐 testFinnsih 24	🔲
✏ 🌐 tymöbel 287	🔲
✏ 🌐 New media list 2014-02-10 14:28 56	🔲

Press release text

✏ 🌐 PonsseScorpion2mail   ○

QUICK GUIDE

With B2B PRESS you distribute press releases to the media.

How do I create a media list? Select one or many countries.

Select one or many industries. 'Save' or 'Save as'.
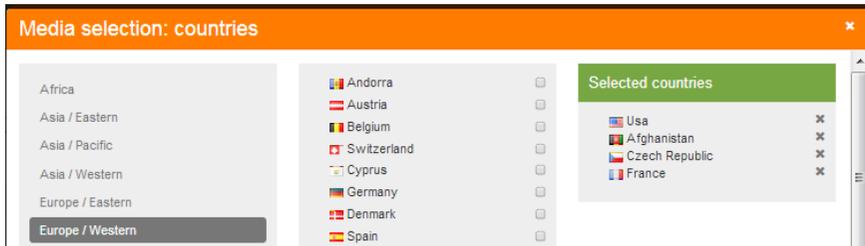
Media selection: countries

		Selected countries
Africa	🏴 Andorra ☐	🏴 Usa ✕
Asia / Eastern	🏴 Austria ☐	🏴 Afghanistan ✕
Asia / Pacific	🏴 Belgium ☐	🏴 Czech Republic ✕
Asia / Western	🏴 Switzerland ☐	🏴 France ✕
Europe / Eastern	🏴 Cyprus ☐	
Europe / Western	🏴 Germany ☐	
	🏴 Denmark ☐	
	🏴 Spain ☐	
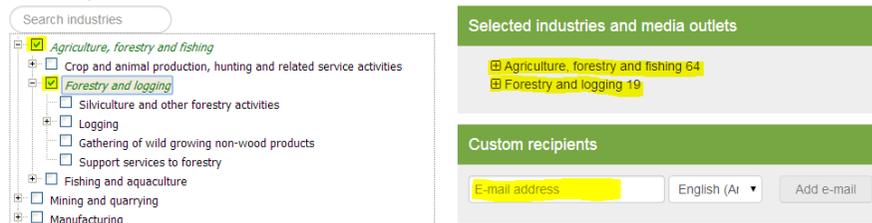
Search industries

- ☑ *Agriculture, forestry and fishing*
  - ⊞ ☐ Crop and animal production, hunting and related service activities
  - ⊞ ☑ *Forestry and logging*
    - ☐ Silviculture and other forestry activities
    - ☐ Logging
    - ☐ Gathering of wild growing non-wood products
    - ☐ Support services to forestry
  - ⊞ ☐ Fishing and aquaculture
- ⊞ ☐ Mining and quarrying
- ⊞ ☐ Manufacturing

Selected industries and media outlets

⊞ Agriculture, forestry and fishing 64
⊞ Forestry and logging 19

Custom recipients

E-mail address | English (Ar ▼) | Add e-mail

Custom recipients: You can add single email addresses and define what language versions to deliver.

How do I select languages?

Media selection: languages

B2B Press delivers the press releases automatically in the rate, it is important to provide the news in the language of

Choose here a replacement language if you don't want

Original language	Replacement language
Danish	- ▼
German	German ▼
Greek	Greek ▼
English (American)	English (American) ▼
Spanish	Spanish ▼
Finnish	English (American) ▼

- Keep the suggestion if you have or will have that language version of the text available.
- Replace the language or
- Omit the language (select the row with a hyphen)
- If you have selected media list(s) the press release creator tool will automatically populate tabs for the right languages.

How do I add languages for captions?

- Select languages from the drop down and **Add**, one by one.
- Tip! Put your mouse on the language abbreviation to see what language it stands for.
- Both the text and the pictures must have all languages as shown by the media list(s).

How do I pay?

- You can pay with a creditcard, PayPal account or invoice.
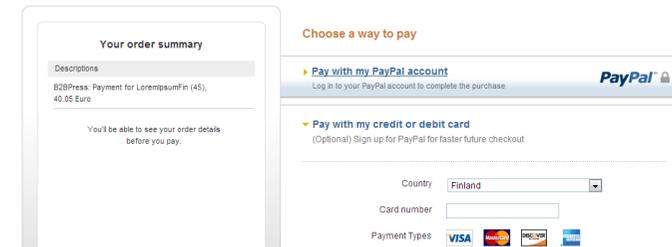- Invoicing can be selected when registering or on the My Profile page.
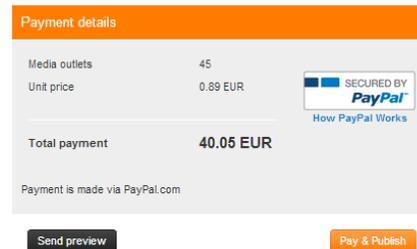
Payment details

Media outlets	45
Unit price	0.89 EUR
	SECURED BY PayPal
	How PayPal Works
Total payment	**40.05 EUR**

Payment is made via PayPal.com

Send preview | Pay & Publish

Your order summary

Descriptions

B2BPress: Payment for LoremipsumFin (45), 40.05 Euro

You'll be able to see your order details before you pay.

Choose a way to pay

▶ **Pay with my PayPal account**
Log in to your PayPal account to complete the purchase

Pay with my credit or debit card
(Optional) Sign up for PayPal for faster future checkout

Country	Finland ▼
Card number	
Payment Types	VISA MasterCard DISCOVER 💳