BLACK**X**CHANGE.NET™
YOUR SEARCH ENGINE OF THE BLACK COMMUNITY

SECTION 3 – MEMBERS HOME

TOOLS

FIGURE 11

Since you have already signed up for BLACK**X**CHANGE.net™ you now have access to our **Members Home**. This is where all of our updates are located, along with all of the necessary tools that you will need to manage your account. In the **Members Area**, you will find useful tools/options such as: (See figure 11)

Updates/News
Listing Wizard
Messages
Photos
View Listing
Update Program
Events
Check Listing
Marketing Tools
Profile Info
Account Settings
Change Password
Logout

PHOTOS

By clicking on "**PHOTOS**" you will be redirected to Step 10 where you can upload your photos by browsing through your files, and uploading them to your personal profile.

In order to upload your photos please follow the steps below:

Click the "**Browse**" button, and chose the folder in which
       your picture is located.
Click on the image that you would like to upload to your page. Once you have found your picture click "**Open**".
Once you have chosen the photo, it will show up in the Bar.   Click the arrow that says "**Save & continue to
       next step**".
Once your photo has been successfully uploaded you will be redirected to a page letting you know that your photo has been uploaded and it will also let you know the remaining picture slots that you have left! (Refer to figure 12)
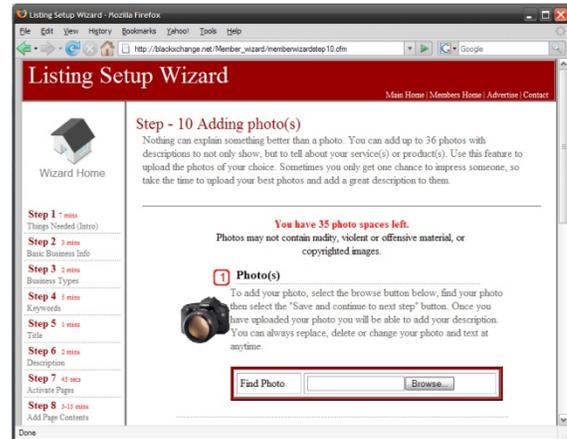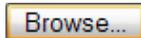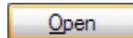

FIGURE 12

STEP 1	STEP 2	STEP 3
Browse...	Open	Save & continue to next step ▶

What makes a good photo? A good photo is CLEAR, CLEAN and TO THE POINT. It is better that you show your potential customers EXACTALLY what you offer. By allowing them to see clearly what your business offers, they will be able to communicate with you without miscommunication, thus making it easier for you as a business owner.

ACCEPTED PHOTO FORMATS: JPEG, GIF AND BMP

All photos must abide by the BLACK**X**CHANGE.net™ rules and regulations. Your photos may NOT contain any nudity, violence, offensive material, copyrighted images. For detailed explanations of the rules and regulations please see our **Terms** online.

VIEW LISTING

By choosing "**View Listing**" from the tools page, you will be directed to your personal page that you have built yourself. It will contain all the content that you have put into your profile when it was set up using the **Listing Wizard**. If at any time, you would like to change the appearance or edit the text on your listing, please go back to **Step 8** in the **Listing Wizard** and proceed to edit the sections. (Refer to Figure 13)
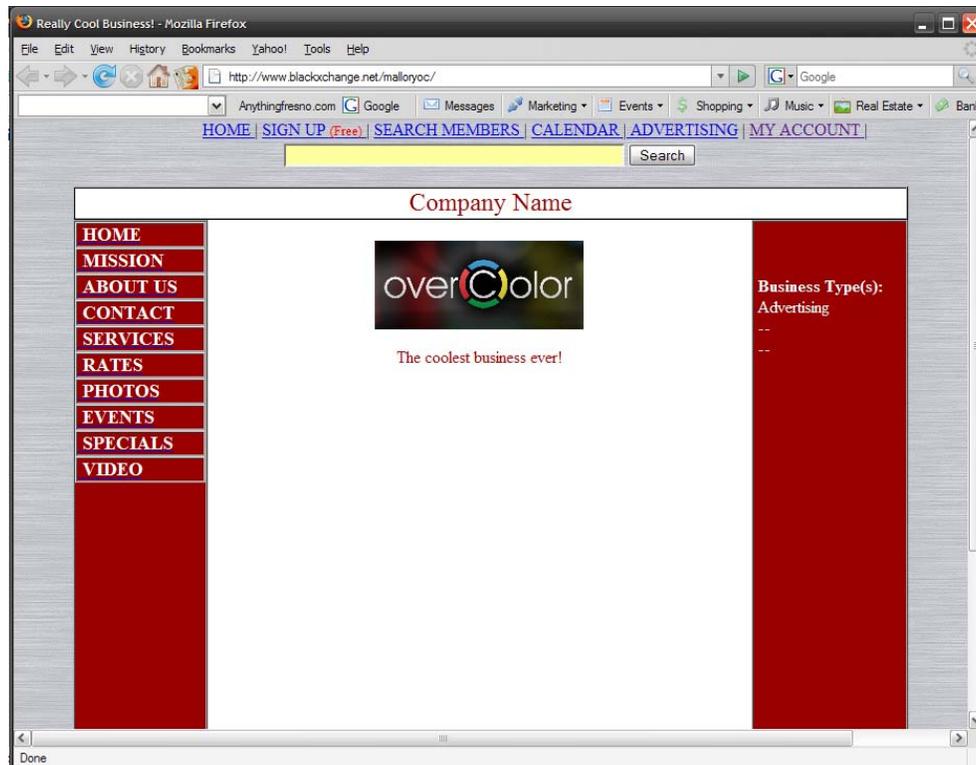

FIGURE 13

UPDATE PROGRAM

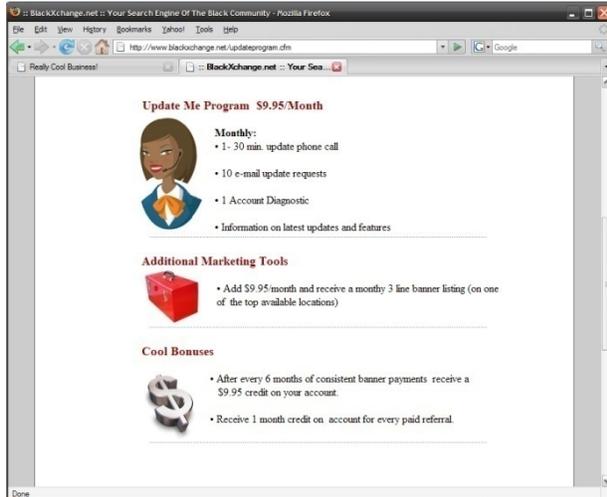FIGURE 14

Our update program is simple and allows us to update your personal information for only **$9.95 a month**! If you choose to sign up for this program, we will have one of our BLACK**X**CHANGE.net™ representatives call you and take time to update your listing. If you choose to participate in this program you will receive:

1-30 Minute update phone call
10 E-Mail update requests
1 Account Diagnostics
Information on the latest updates and features

By letting our representatives update your profile, we can reassure you that the customers will view your profile in the most current form. Once you have let us update your listing, we will make sure that you are satisfied and that your customers will have the newest information and events for your business.

(Refer to Figure 14)

CHECK LISTING

Passed **Warn** **Fail**

By clicking on "**Check Listing**" you will be automatically redirected to Step 12 of the "**Listing Wizard**". If any box in the "status" area is either yellow or red, click the link provided so you may update the necessary information to have a complete profile.

When you see a field that is red and says "**Fail**", please look to the left and our check listing area will provide you with the reason why this certain area has been flagged. If you would like to adjust this section, please click the link "**Click here to updat**e" so that you can update the information.

When you see a field that is orange and says "**Warn**", this means that you have provided information in this field, but adding more content is reccommened. Although you do not *need* to adjust this section, it is better for you to be able to adjust or add more information so anyone looking at your page will have all the necessary information about you or your business.

If at any time you see a field that has been colored green and says "**Passed**", that means that you have provided enough information that our site feels is necessary.

*Once all of your fields are marked green, then your profile is as complete as we feel is necessary. Please keep in mind that more information is always better for your customers, it allows them to get to know more about your business or yourself without having to second guess anything. Also remember to always save your content after editing or adding new content.

(Refer to Figure 15)

Test Detail	Test Data	Test Response	Status
Reviewing Mission Page	Mission Page	Your Mission Page is not active and has no content. If you would like to have your mission viewable. Please activate the page and add content. Click here to update.	Fail
Reviewing Business Type	Business Type 2	By using the business type you can greatly improve your changes of being seen. Viewers are allow to search for members by the business type they are listed under. This business type has been left blank. You should select a business type. Click here to update.	Warn
Reviewing Logo	Logo	Logo has been found.	Passed

FIGURE 15

If you have any questions at any time, please feel free to contact us. **Office:** (559) 251-1200 **Fax:** (559) 251-1222
Email: Info@BlackXchange.net **Address:** 2727 N. Grove Industrial Dr. 155 Ste. B Fresno, Ca. 93727

MARKETING TOOLS

BLACKXCHANGE.net™ Toolbar:
Have you ever thought about having a majority of people being able to access your business' website at a click of a button? If you choose to purchase a spot on our BLACKXCHANGE.net™ toolbar, our members and your future customers will be able to access your business as easy as a click. Our drop down menus hold up to eight different businesses in each section. When the drop down menu pops up, you will be able to see

FIGURE 16

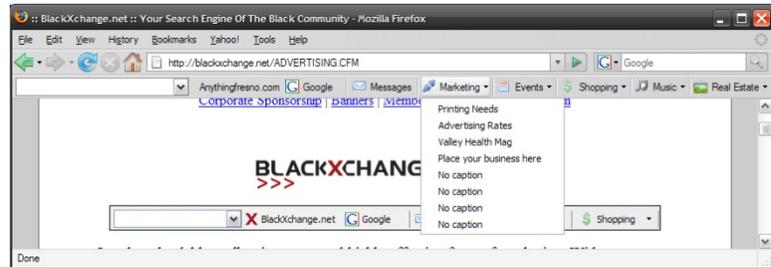your business and chose it to automatically direct you to your personal or business web site.

Update Me Program: As your company grows, we understand that your time is very valuable, by letting one of our listing representatives update your page for $9.95/Month, you will receive:
1-30 Minute update phone call
10 E-Mail update requests
1 Account Diagnostic
Information on latest updates and features

Banners: Adding your personal banner to BLACKXCHANGE.net™ will expand your companies' exposure, build awareness and drive traffic to your companies' web site. You have a choice of adding a variety of different positioned banners that will help with your customers gain recognition of your company. If you feel that your company is not getting the necessary exposure, then banner placements may be your ticket to the marketing needs that you desire.

Corporate Sponsorship: BLACKXCHANGE.net™ is now offering exclusive advertising spaces on the BLACKXCHANGE.net™ tour bus! For any and all questions please see the number below.

FOR QUESTIONS ON PRICING PLEASE CALL (559) 251-1200

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Email: Info@BlackXchange.net **Address:** 2727 N. Grove Industrial Dr. 155 Ste. B Fresno, Ca. 93727