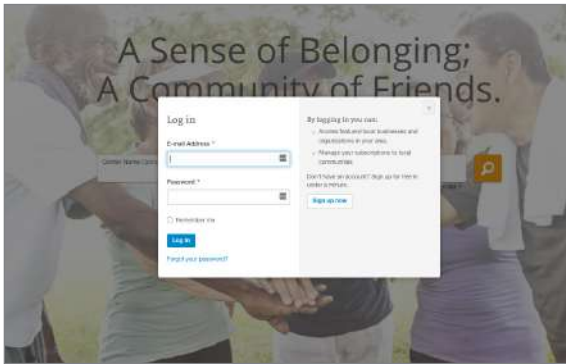


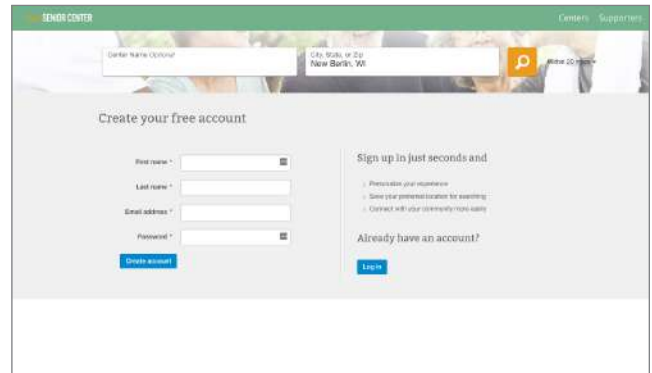
# HOW TO CLAIM THE *Our* SENIOR CENTER LISTING

Our Senior Center is a great tool for sharing your newsletters online and on your website. Claiming your Our Senior Center page is simple and allows you to customize your page and share information with your community.

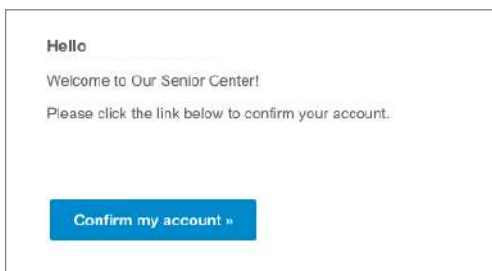
- 1 Go to **www.ourseniorcenter.com**. In the top-right corner, click **Log in**. On the pop-up screen, click **Sign up now**.



- 2 Create your free account by entering your first and last name, email address, and a password. Click **Create Account**.



- 3 A confirmation email will be sent to you. In the email, click **Confirm my account**.

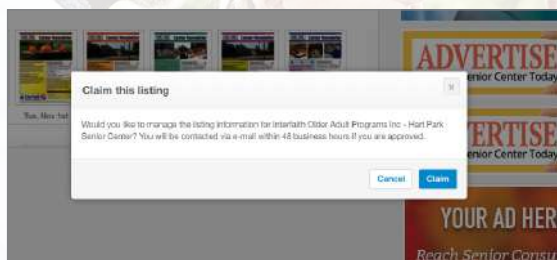


- 4 On the **www.ourseniorcenter.com** home page, enter your customer number (in the Customer Name field) and your city, state, or ZIP. Click the search icon.

*Note: Your customer number is located on the Contact Sheet included in your Welcome Packet.*



- 5 Scroll down to the Our Supporters box on the right and click **Claim this listing to edit this page**. Click **Claim**. You will receive a confirmation email within 48 hours of when your account is verified.

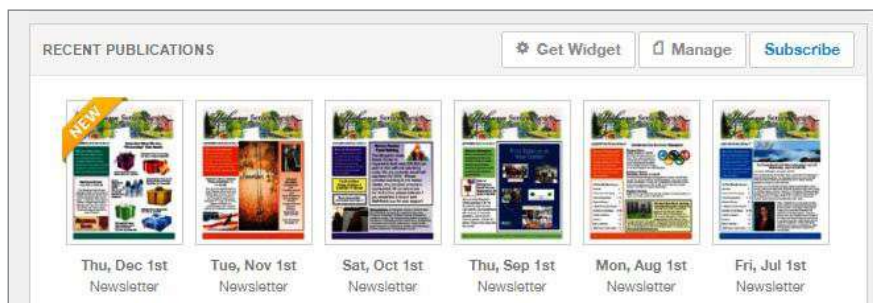


BECAUSE VIBRANT SENIORS MATTER

# HOW TO INSTALL THE *Our* SENIOR CENTER WIDGET

The Our Senior Center widget is a great way to give your members a way to view your newsletters and other publications right on your website. Once installed, your publications will appear on your website ready to be viewed, downloaded, or printed.

- 1 If you have not done so already, follow the instructions on the other side of this page to claim your Our Senior Center listing.
- 2 Go to [www.ourseniorcenter.com](http://www.ourseniorcenter.com) and log in. Type your customer number, city, and state in the search box, and click the **search icon** to view your claimed listing. Your customer number is located on the Contact Sheet included in your Welcome Packet.
- 3 Click on the **Get Widget** button located in the top right corner of the **Recent Publications** section.



- 4 Choose a title for the widget and the amount of publications to display at a time. If you know the width and height of the area the widget will be displayed in on your website, enter it in. If not, simply click **Next**.
- 5 Copy the HTML code displayed and send to your webmaster for placement.

