



PROMOTIONAL REQUIREMENTS & RESOURCES Taste of Home Cooking School File Sharing Instructions

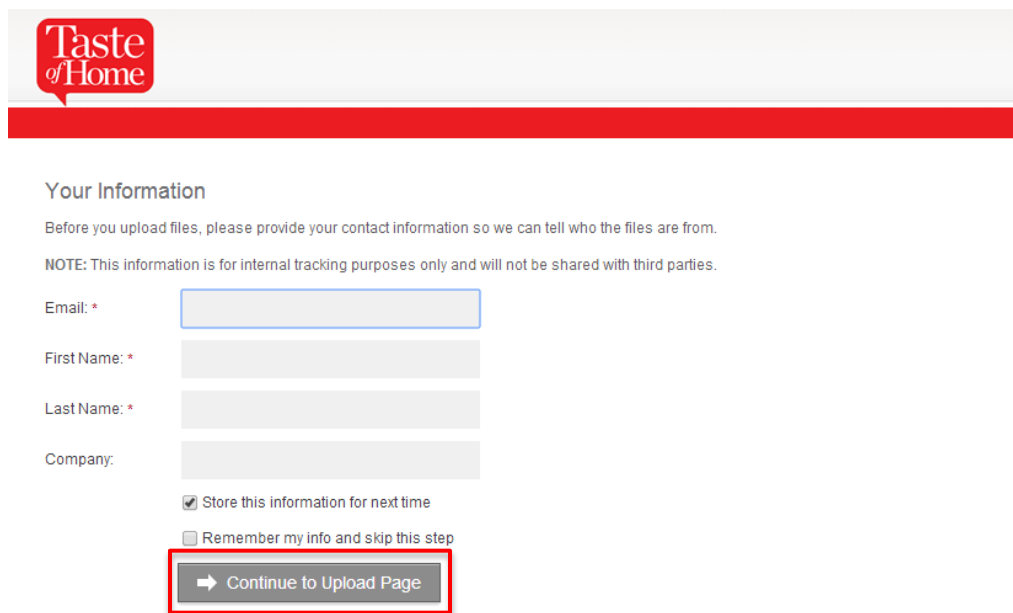
The Taste of Home Cooking School file sharing site will allow you to share your required Taste of Home Cooking School files with us quickly and easily. You may choose to share any of the following files using our file sharing site:

- Event photography
- Special section tab (Newspaper Media)
- Ads with National Sponsor logos (Newspaper Media)
- Affidavits (Radio & Television Media)
- Samples for the Taste of Home Cooking School Media Website, including: tickets, posters, sales packages, commercials, website ads, etc.

We've recently upgraded to a new electronic file sharing system which will allow you to share files faster and easier. Please follow the instructions below to begin sharing!

1. Go to: <https://tasteofhome.sharefile.com/r/r88bc791e5704dc48>
2. Enter your contact information and click **Continue to Upload Page**.

NOTE: We ask that you provide your contact information so we can tell who the files are from. Your information is for internal tracking purposes only and will not be shared with third parties.

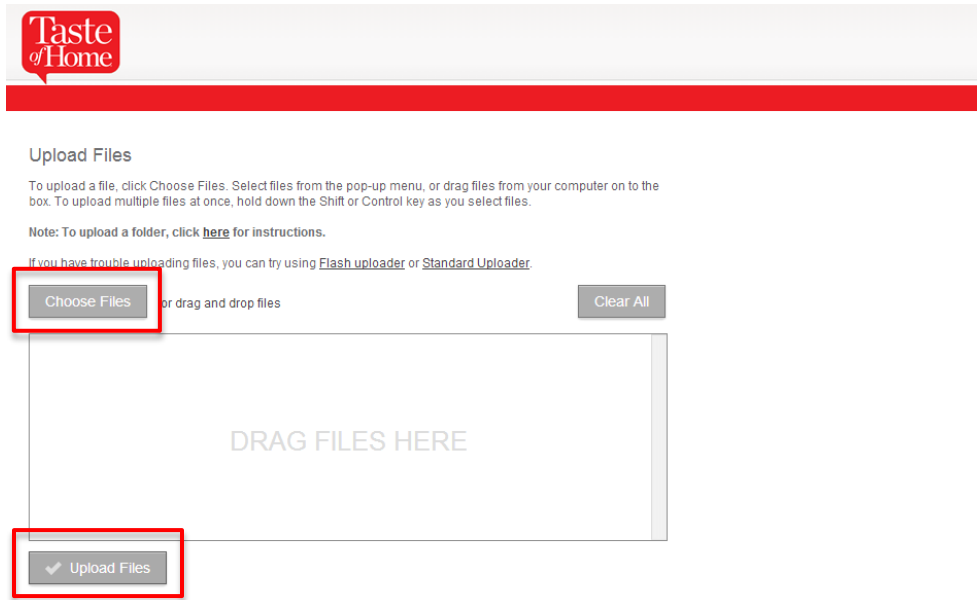


The screenshot shows the 'Your Information' section of the file sharing website. It features the Taste of Home logo at the top left. Below the logo, there is a heading 'Your Information' followed by a sub-heading 'Before you upload files, please provide your contact information so we can tell who the files are from.' and a note: 'NOTE: This information is for internal tracking purposes only and will not be shared with third parties.' The form contains four input fields: 'Email: *', 'First Name: *', 'Last Name: *', and 'Company:'. Below these fields are two checkboxes: 'Store this information for next time' (checked) and 'Remember my info and skip this step' (unchecked). At the bottom of the form is a button labeled 'Continue to Upload Page' with a right-pointing arrow, which is highlighted with a red rectangular border.



- To upload your file(s), click **Choose Files**. Select files from the pop-up menu, or drag files from your computer on to the box. To upload multiple files at once, hold down the Shift or Control key as you select files.

NOTE: To upload a folder, you will need to zip your files. [Click Here](#) for instructions on how to zip a file before uploading it.



- After you've selected your files, click **Upload Files**.
- Once your files have been successfully uploaded, you will be directed to a confirmation screen. To upload more files, click the link on the page to repeat the process.

