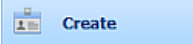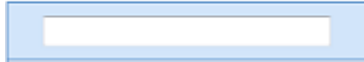## Create Content Using Blank Template

From the Dashboard:

1. Select the button icon where you want your content to display.

2. Select 'Create'.

3. Name your content. Note: This will appear as the title on your App.

4. Click 'Select' under the blank template.

5. Refer to the to add text and images.

6. You may enter an expiration date and time

 and

   the system will automatically remove your content from displaying
   on the App on the date entered.

7. When you have completed your content, choose whether you
   would like to display it on your App or keep it private by clicking the
   appropriate radio buttons. ○ Private ● Publish

8. If you chose Publish, you may pick a date to publish it.

   * Publish Date: 06/21/2013 (MM/DD/YYYY)

9. Important! If you auto share content and do not wish to share this
   item, uncheck the appropriate boxes. ☐ Auto post on facebook ☐ Auto post on twitter

10. If Category Level appears, choose an appropriate category from
    the drop down menu.

    Category Level: Miscellaneous ▾

11. If you chose to keep your content Private, click 'Save'. [Save] If you chose Publish, click 'Submit' [Submit] and your content will be displayed on the App.