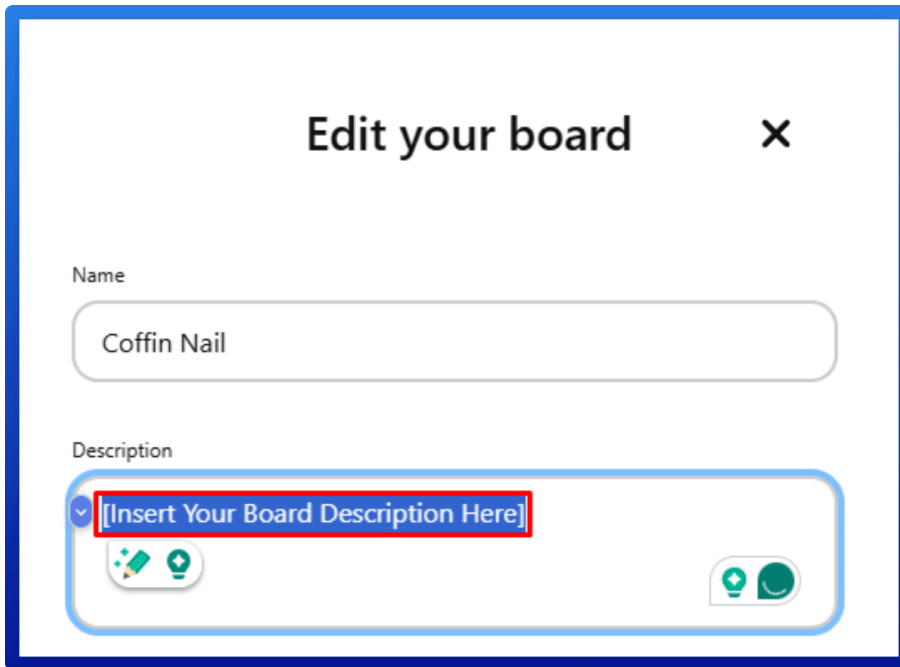This process is pretty straightforward. But since it's always a bit annoying to add them directly with every upload, I add them once a week (usually on Sundays).

Make it yours: https://docs.google.com/document/d/1bcfBWvy0XsjtW-qQBTqLlVBtfBHQ6gp_tQ5uVUZhBNc/copy

Add Board Descriptions SOP

1. Open your Pinterest board.
2. Click on the three dots at the top right > edit board.

3. Insert your board description from your overview sheet.