

Welcome to Amplify

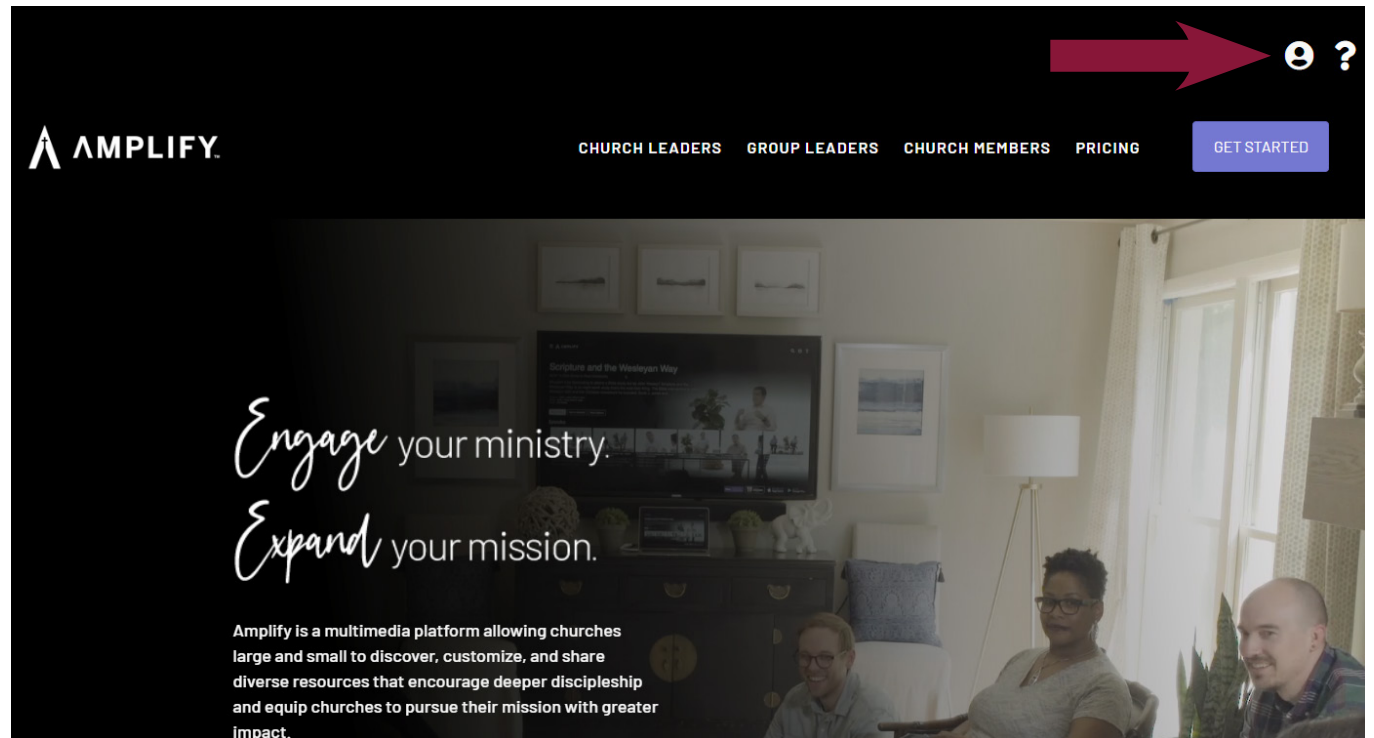
Welcome to Amplify. The following information is to help ensure your organization has a smooth and seamless experience. The Starter Guide provides important information as a Basic and Premium Tier subscriber:

- Learn about the Dashboard
- Upload your logo
- Filter Content
- Upload your content (Premium & Custom Tier Only)
- Share your Amplify access code and channel

If you have any questions, or issues during the set-up process, please contact us. You can reach us at 800.672.1789, option 2, or email us at support@amplifymedia.com. We look forward to working with you as you take Amplify and use it to engage your ministry and expand your mission.

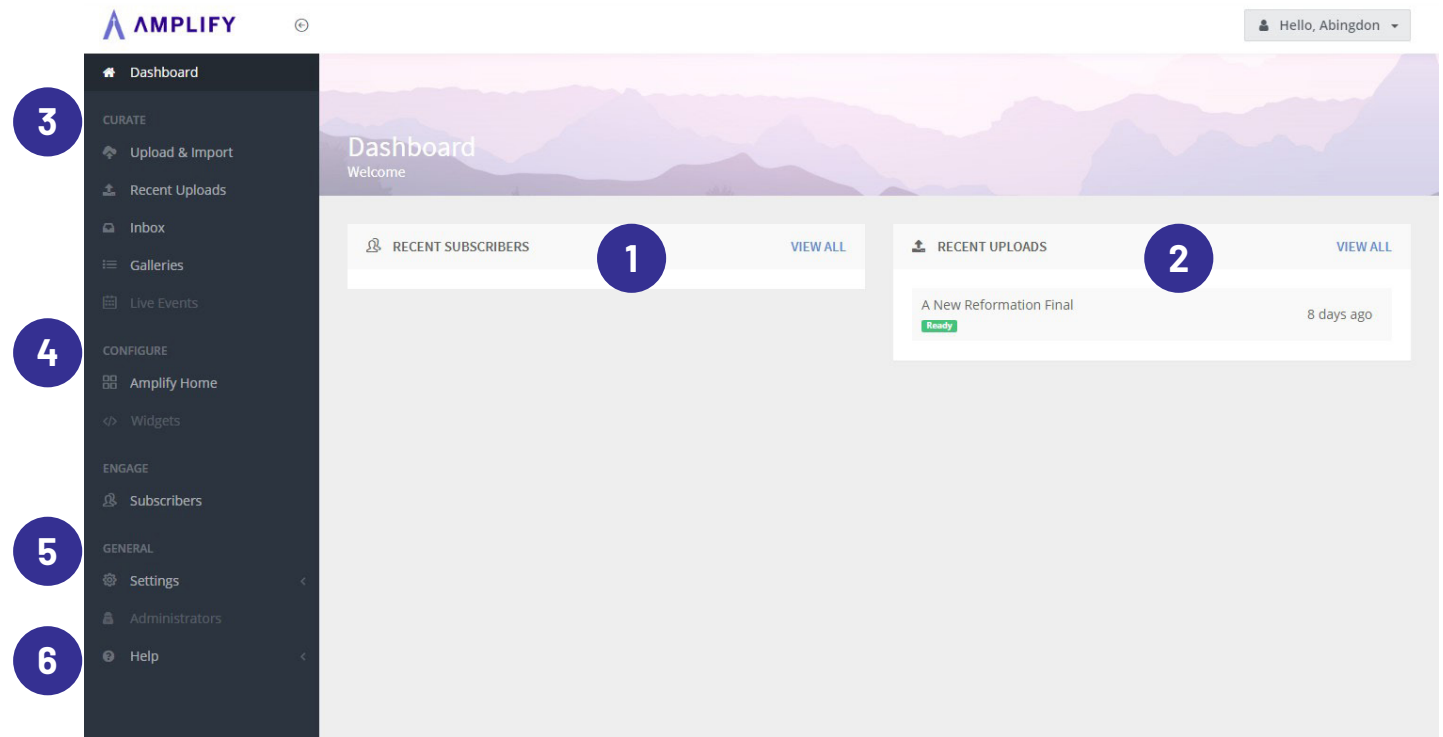
Your Partners,
Amplify Sales & Support

How to Login



On amplifymedia.com you can login to your Amplify Account, Dashboard (Amplify Control Center), or Channel by selecting the user icon in the top right corner.

Getting to know your Dashboard (Amplify Control Center)

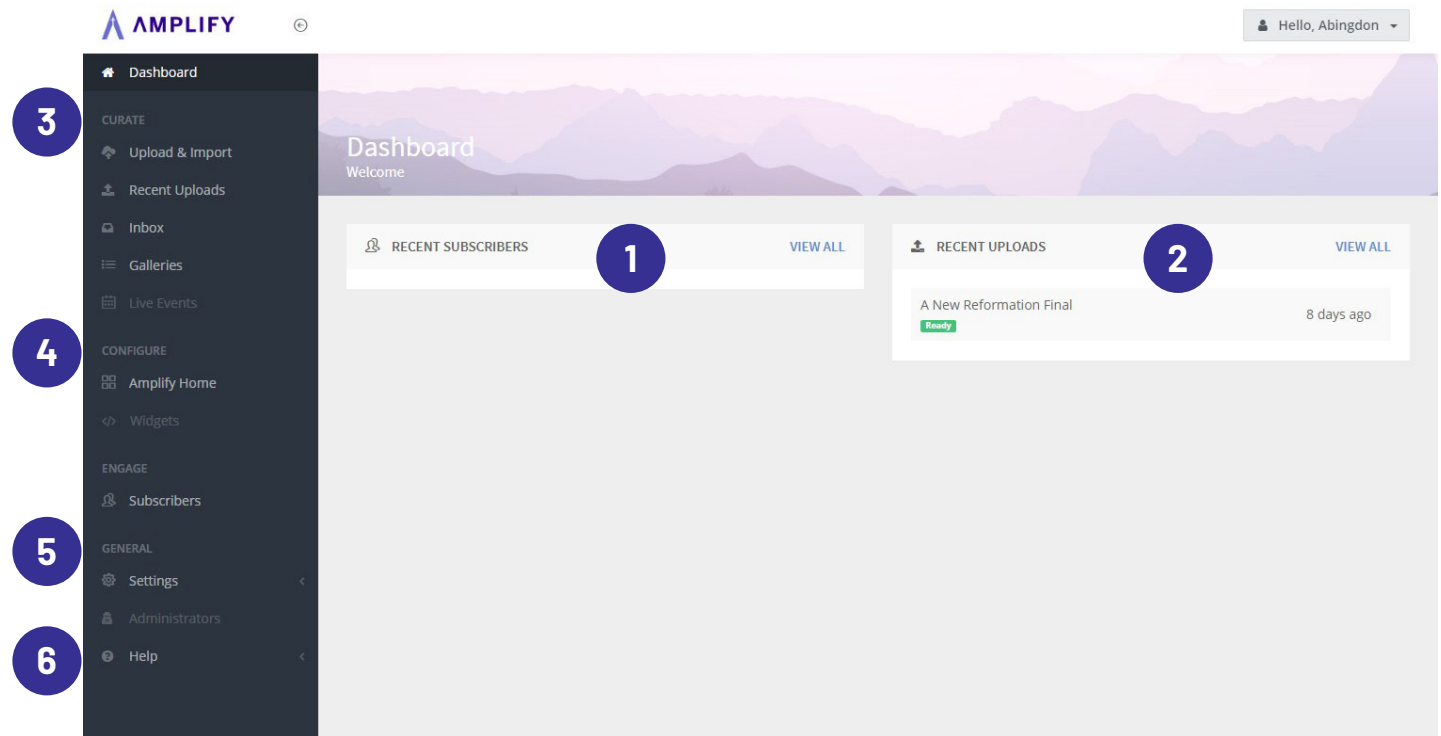


Login to your Amplify Dashboard. Your Dashboard is where you will view and manage subscribers, upload logo, curate content, and create the best channel experience for your subscribers. Below is a quick look at where to locate certain tools:

- 1. Subscribers:** view and manage your subscribers
- 2. Recent Uploads:** a quick view of content recently uploaded *
- 3. Curate Tools:** tools to upload and organize content*
 - a. Upload & Import: upload videos here
 - b. Galleries: organize video content here
- 4. Configure Tools:** organize and create playlists for your channel

Getting to know your Dashboard

continued



5. Settings

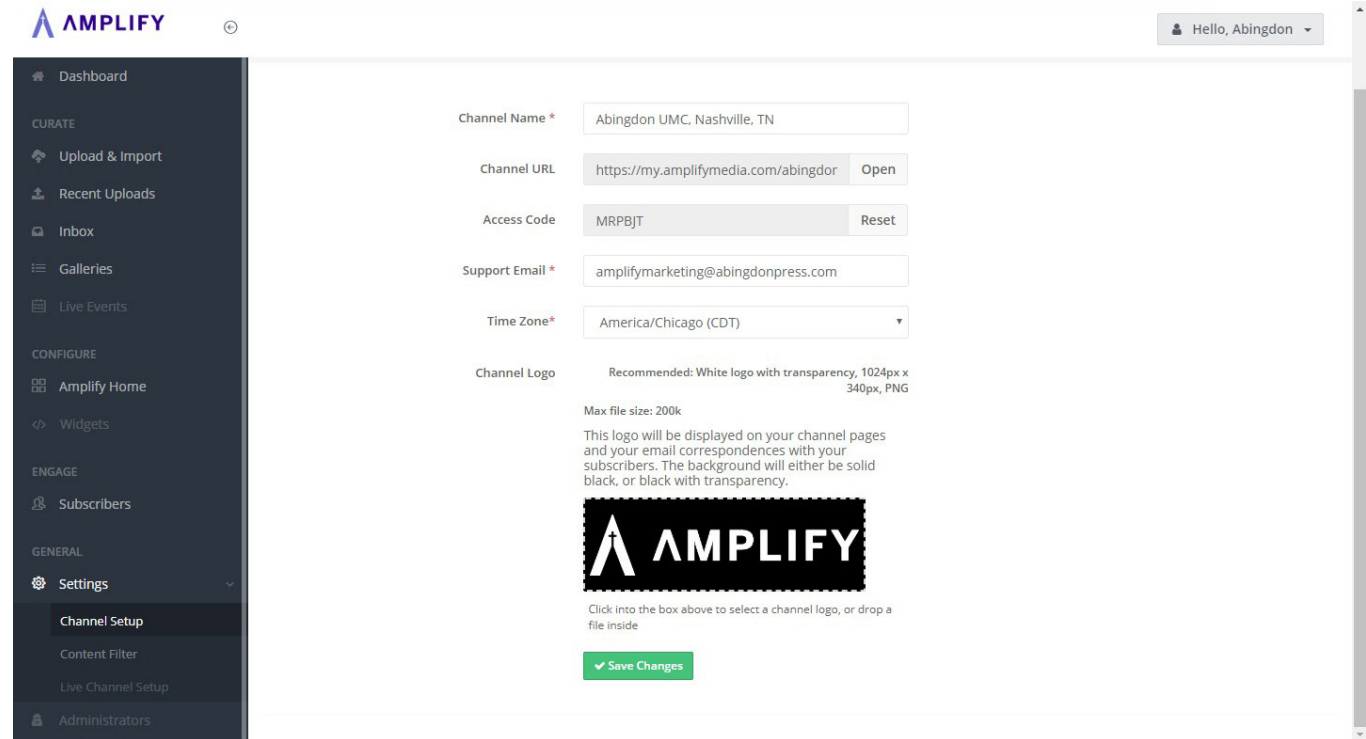
- a. Channel Setup: where you upload your logo
- b. Content Filter: filter content for your channel
- c. Live Channel Setup *

6. Help

- a. Knowledge Base: help videos and instructions
- b. Request Live Stream*
- c. Refresh My Channel: quickly refresh your channel to apply updates made

*(Premium & Custom Tier Only)

How to Upload Your Logo



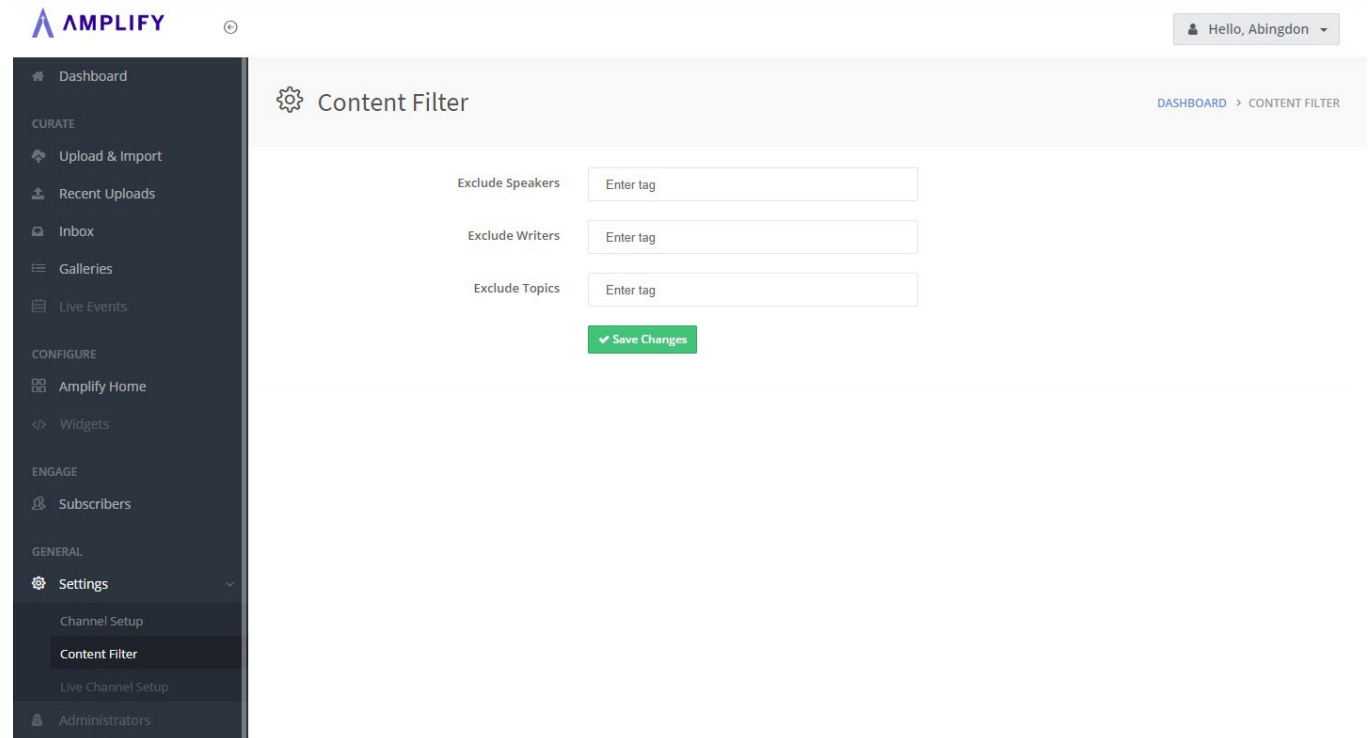
Step 1: Login to your Amplify Dashboard

Step 2: Click on Settings at the bottom of the dashboard menu and select Channel Setup.

Step 3: Drag and drop your logo into the black box or click in the black box and browse for your logo*. Once you see your logo in the black box, click on the green box labeled Save Changes.

***Please Note:** Your logo needs to be 1024px x 240px. It is recommended you use a white logo with a transparent background, also known as a .png file. If your logo is saved as a .jpg, you can easily convert it at <https://jpg2png.com/>. Once saved your logo will be loaded on to your channel. Upload may take some time depending on your bandwidth and firewall.

How to Filter Content



Step 1: Login to your Amplify Dashboard.

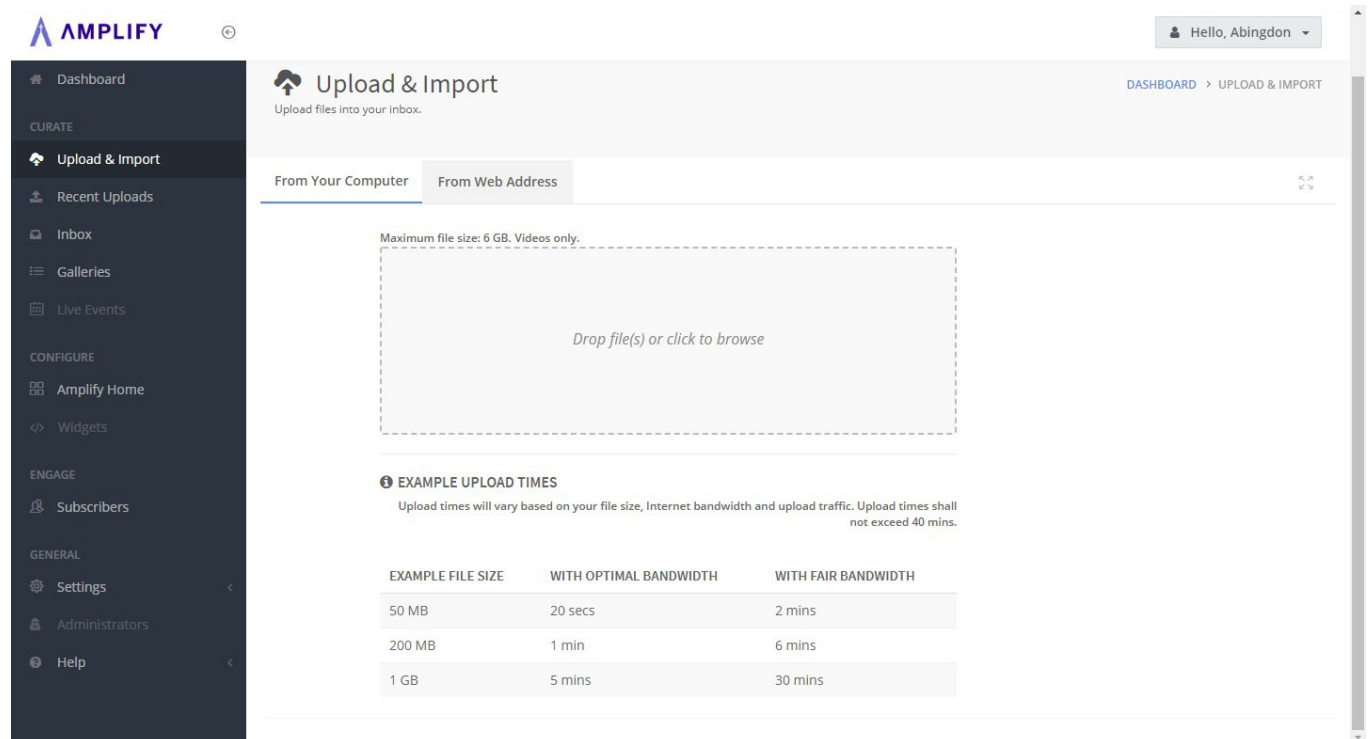
Step 2: Click on Settings at the bottom of the dashboard menu and select Content Filter.

Step 3: Enter the type of content you want filtered out. Then click on the green box labeled Save Changes.

How to Upload Content to Your Channel

(Premium & Custom Tier only)

One of the great features available to a Premium Tier subscriber on Amplify is the ability to upload your own content giving your Amplify channel a more personal touch. There is no limit to the amount of content you can upload, and the process is quick and easy.



EXAMPLE UPLOAD TIMES

Upload times will vary based on your file size, Internet bandwidth and upload traffic. Upload times shall not exceed 40 mins.

EXAMPLE FILE SIZE	WITH OPTIMAL BANDWIDTH	WITH FAIR BANDWIDTH
50 MB	20 secs	2 mins
200 MB	1 min	6 mins
1 GB	5 mins	30 mins

Step 1: Login to your Amplify Dashboard.

Step 2: Select Upload & Import from the dashboard menu.

Step 3: Drag and drop your files into the box or click in the box to browse for files.

Step 4: Select your desired file to upload and click OK.

The content can now be accessed in two locations in the dashboard menu: Recent Uploads and Inbox. From either of those locations you can move the video(s) to a playlist, folder, or gallery.

How to Share Your Channel

The channel is free to every member of your organization giving them unlimited access to all content you have made available. It is simple and easy to sign up for your unique Amplify channel.

To onboard members to Amplify:

- Send an email invitation with your organization's website and access code (see template provided in Appendix A). The access code can be found in the Amplify Dashboard under Settings or in your Amplify Account under Channel Information.
- Once they enter the access code, they will be prompted to create an account.
- Once account creation is complete, they can start watching your organization's channel.

It's that simple. Once their account is created, they can access the content you have made available through their:

- personal computer
- smartphone
- tablet
- TV using Roku or Amazon

Soon you will receive a Launch Guide and different types of materials from us walking you through how to plan a successful launch for your church. If any of your subscribers have trouble logging in, please contact us at 800.672.1789, option 2, or email us at support@amplifymedia.com.

Appendix A

Subject: [Church Name] Now Has Amplify!

Copy: Hello Church Family!

In case you missed it this morning, our church now has access to Amplify! Amplify is a multimedia platform that features thousands of videos you can use for study, reflection, worship and inspiration. Amplify has videos can be used in your small groups, Bible studies and, of course, in your own personal faith journey. You can access all of these videos anytime and on almost any device.

To access your Amplify account, just follow these simple steps:

Go to [CUSTOM URL]

Enter our Access Code [ACCESS CODE]

If you have any questions, our church Amplify team is here to help. Feel free to get in touch with us at [AMPLIFY LEADER EMAIL] and we'll be more than happy to answer any questions.

Sincerely,