

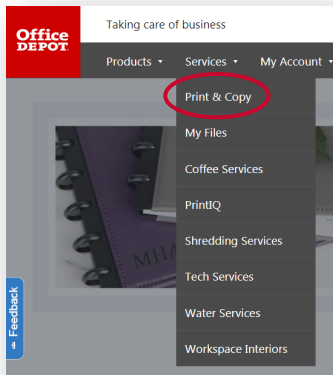
Brand Identity Quick Start Guide



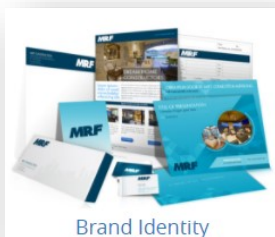
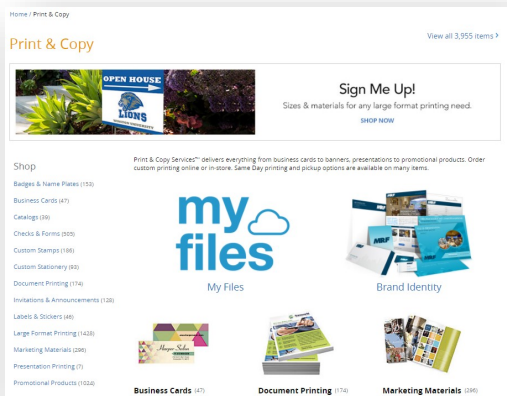
Login to **Business.OfficeDepot.com**

Click on Services (Top) > **Print & Copy**

You may also click the **Brand Identity** Quick Link From the top navigation



You will now be presented with the **Print & Copy Homepage**

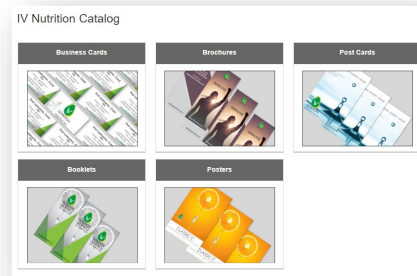


Click on **Brand Identity**



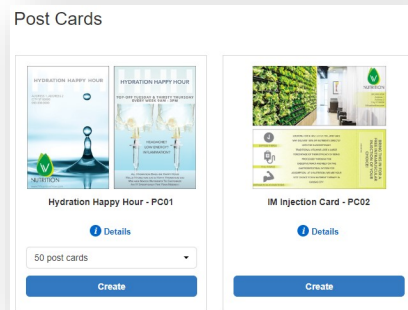
You are now presented with your **Product Category Folders**
The Folders contain preconfigured and ready to order print items

- Click to enter a Folder



Once you enter a folder **Orderable Items** are presented.

- Select the item you wish to order
- Choose **Create** if customization is available or **Add to Cart** for static products.
- Enter the Quantity



Add customization (if applicable).

Ensure you review **Preview** for accuracy

- To continue shopping click **Continue Shopping**
- To check out click **Add to Cart**

