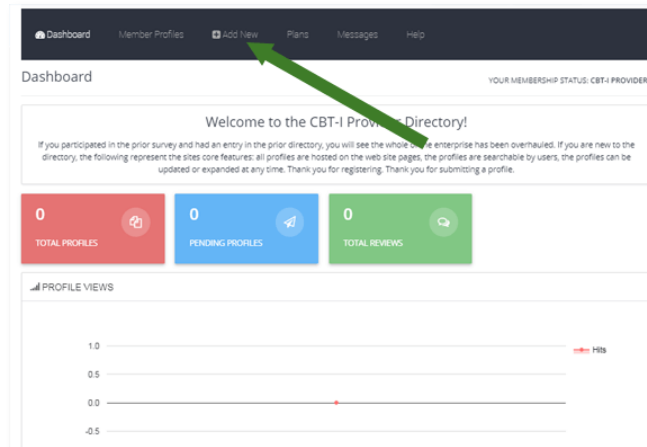# Penn Sleep Directory Profile Instructions

Step 1: Review Your Dashboard & Add Profile

Your dashboard will provide a view of traffic visiting your profile page.

Step 2: Add Your Name/Select Country and add a Full Profile Description

Step 3: Open Profile Updates via Dropdown Menu Icon

Step 3: Make Your Selections and add a brief overview

Step 4: Add additional information

Step 5: Upload headshot photos & YouTube Videos

(Please Note – You must save your profile before you can upload your image)

Step 6: Professional Headshot Photo Recommendation

Recommended
headshot image
size

200 pixels wide
by 250 pixels tall
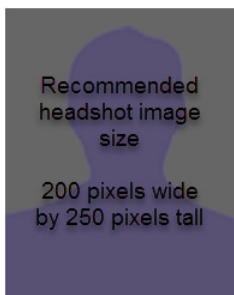
(If you need help adjusting the sizing of your photo please send the photo to info@pennsleep.directory
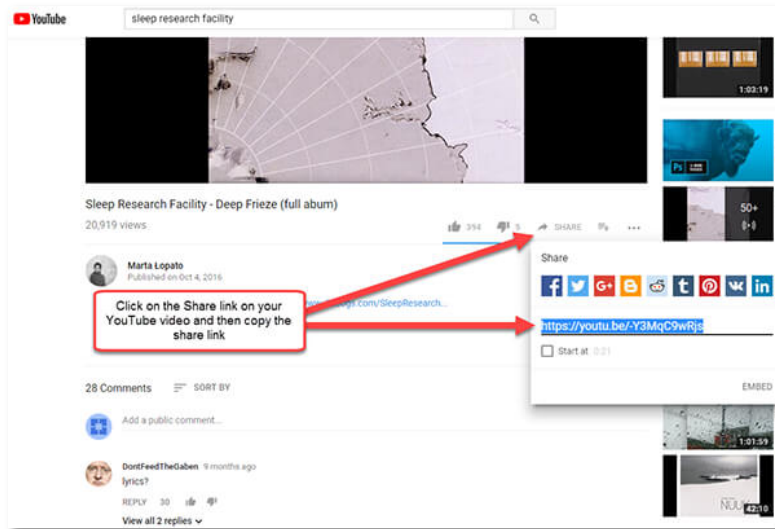with your information and we will edit it for you and upload it to your profile for you)

Step 7: Uploading Headshot Photo
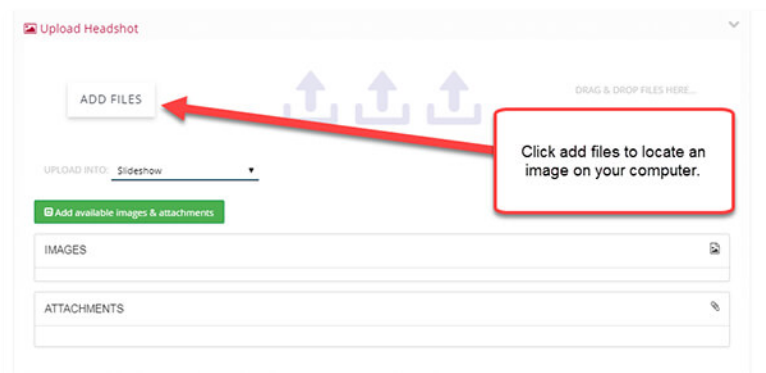
Step 8: Add an Organization/Business Video from YouTube

Step 9: Add Your Organization/Business Address

Step 10: Enter Save to Save Your Profile

Congratulations you have uploaded a profile!

If you have questions feel free to contact us at info@pennsleep.directory