

File Sharing Branding Guide

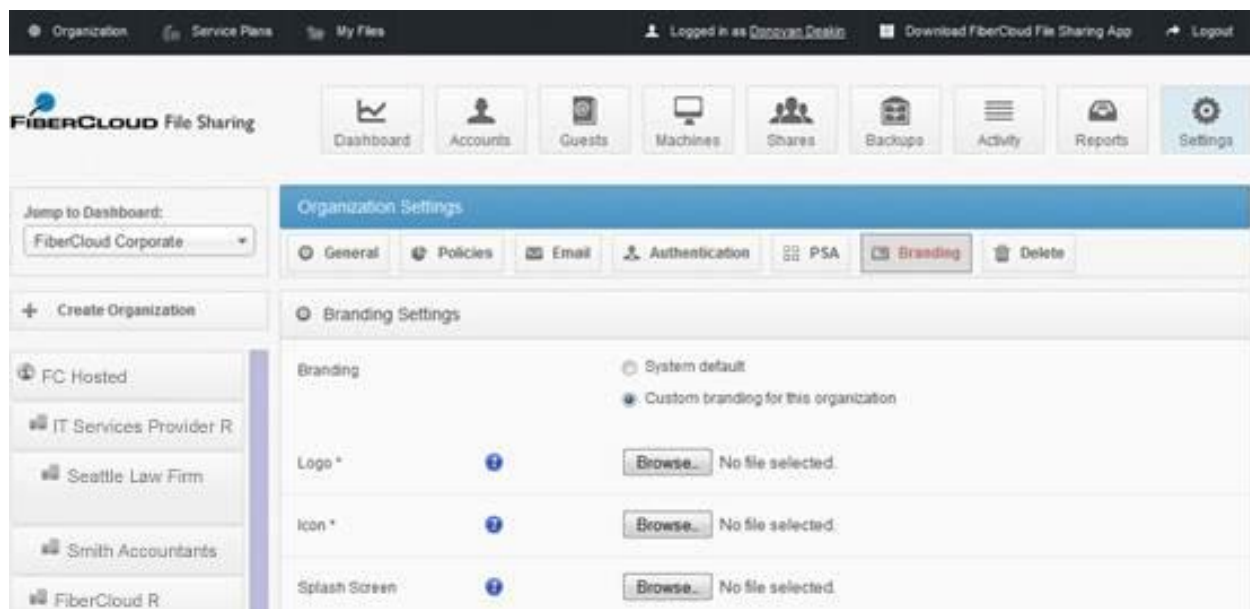
Thank you for purchasing Green House Data File Sharing. To build confidence and trust for employees and users you can apply your brand to the File Sharing product. Your company name can be put in the URL and program name for web and desktop clients. You can use your own logo and splash screen as well. This guide shows a Partner or Customer Administrator how to apply your brand to your account.

Requirements for Branding

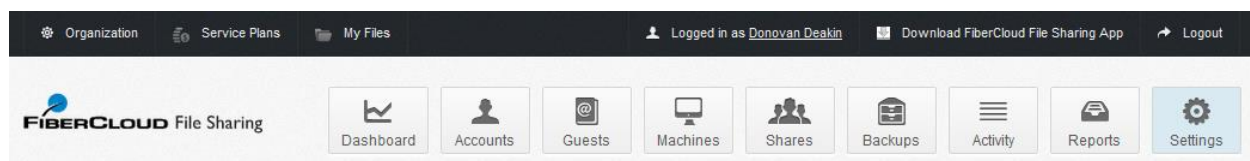
Images should be no larger than 200 pixels by 50 pixels. Transparent .PNG files are recommended.

- **Icon:** Must be in .ICO format.
- **Splash Screen:** Images should be no larger than 960 pixels by 640 pixels. Transparent .PNG files are recommended.
- **Company URL:** <http://www.example.com>
- **Program Name:** For the best display, 20 characters or less is recommended.

- 1) To setup your custom branding, navigate to the **Settings** tab in the File Sharing dashboard. Select **Branding** then the **Custom branding for this organization** radio button.



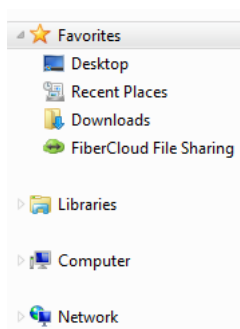
- 2) The **Logo** option allows you to set your company image file for the web.



The **Splash Screen** is an image file that appears after user login (on mobile devices only). The logo below is an example of how this would appear when launching the File Sharing client on your smartphone or tablet. You can apply your own splash screen for users to see when launching the client.



4) The **Icon** option will set the Desktop, Windows Explorer, and System Tray icon. The format must be .ico in order for the icon to be seen.





5) The **Company Name** will be featured along with the logo you choose on the web, replacing our default branding icon. You should use the name of the actual company name for the account you have created. For example, this could be an end customer company such as Seattle Law Firm. A Partner who is providing services to customers under their own account would choose their company name such as IT Services Provider.

A screenshot of a web form for configuring company settings. The form has five input fields: 'Company Name', 'Company URL', 'Program Name', 'Folder Name', and 'Terms of Service'. Each of the first four fields has a small blue question mark icon to its left. The 'Terms of Service' field is a larger text area. At the bottom right of the form are two buttons: 'CANCEL' and 'SAVE'.

6) The **Company URL** is the web address of your company. For example, <http://www.yourdomain.com>

7) The **Program Name** will rename the default Synced Tool branding. It will be the name for your desktop icon on your machine.

8) The **Folder Name** will rename the default Synced Folder branding.

9) The **Terms of Service** field is provided to allow your company to enter its own terms of service text.

10) Save your settings.

11. Download and install the newly branded sync agent app.

***Note:** If there is an existing File Sharing client installed on your machine, please uninstall that client first then install the newly branded client to view your updated branding and logos.