



## Instructions for Sending Materials for the Website

### Web Listing Photo

- Photo should be no smaller than 3” x 3”
- Webmaster can crop and color correct photos.
- Attach your photo to an email or send via postal mail

### Audio Clip

One audio clip per listing, limited to 3 minutes in length.

Provide a CD or digital file in the following audio formats: AIFF, MP3, MPEG-4, SDII, WAV

- Edit your audio file yourself using free Audacity software (<http://audacity.sourceforge.net/>). Save the file in MP3 format. Audio file can be attached to an email, or burned to a CD and postal mailed.
- Or, record your story clip right from your computer using free software: PureVoice <http://www.tucows.com/preview/205198> or Audacity <http://audacity.sourceforge.net>
- The Webmaster can edit down a full story to the appropriate length for you. Provide the start and end time in the story, and the sentence in the story to start the clip and the sentence to end the clip. Please Note: there is an additional \$10 fee associated with this service, billed directly from the webmaster.

TIP: Send large digital files using the free Lite version of [YouSendIt.com](http://YouSendIt.com)

### Marketplace

Showcase your story product on the SCSN website! No limit to the number of products displayed.

Attach the following to an email or send via postal mail:

- An image of your product that is no smaller than 1” x 1”
- If you don't have a digital image of your product, send the actual product to the webmaster to be scanned. Note: there is an additional \$10 fee associated with this service, billed directly from the webmaster.
- A short description including price
- Where to purchase (such as your website, Amazon, or CDBaby) with a url link address.

TIP: Send large digital files using the free Lite version of [YouSendIt.com](http://YouSendIt.com)

### Materials should be sent to the SCSN Webmaster:

If you want any materials returned, include a self-addressed and stamped envelope.

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