Inserting Creative from http://buy.daktronics.com

After purchasing content from http://buy.daktronics.com, you will receive a link via email.

Step 1: Download the content from the link received from Creative Services

1. Open the email that was sent from commercialcreativeservices@daktronics.com

    Click on **Click Here to Download** or copy the link at the bottom of the email into a web browser.

2. This should open directly to the content download page.

3. Click on the file name, and choose to save the catalog on the desktop or in my pictures or videos.

    Click Save.

Step 2: Extract the files from the zipped or compressed folder

1. Browse to the location where the zipped folder was saved.

2. Right-click on the zipped folder and select **Extract/Extract All.**

3. Choose to save the files in the same location as the zipped folder, or browse to another location to save the files.

4. Click Extract.

Step 3: Import files into Content Studio

1. Launch Daktronics Content Studio

2. From the Media Library, choose the Images or Videos Tab

3. Under Search In, click the "more" drop-down arrow
    a. If you stored in **My Documents**, **My Pictures** or **My Videos**, select the directory and click **Search**.

    b. If you stored the files in a different location, select **Browse** and browse to the location they were stored and click **Search**.

4. Images/Videos will now appear in the **Media Library**.

Exercise

Exercise File: Downloading and importing content from buy.daktronics.com.

Exercise: If you have purchased any content from buy.daktronics.com, save it to My Pictures, My Videos, or My Documents.

🌐 **Tip:** If you would like to view the additional stills or animations from the Media Library, save the content to the following location.

Windows XP: C:\Documents and Settings\All Users\Shared Documents
Windows 7: C:\Users\Public\Public Documents

❗ **Trap:** Please note: Some files may share names with content in the media kit and will need to be renamed to avoid overwriting existing creative.