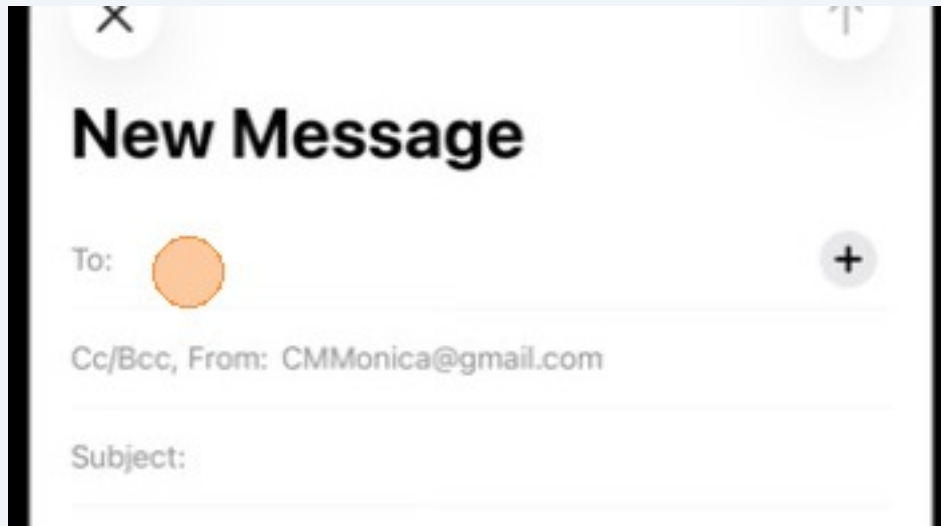


How to Submit a Post Draft via Email - Mobile

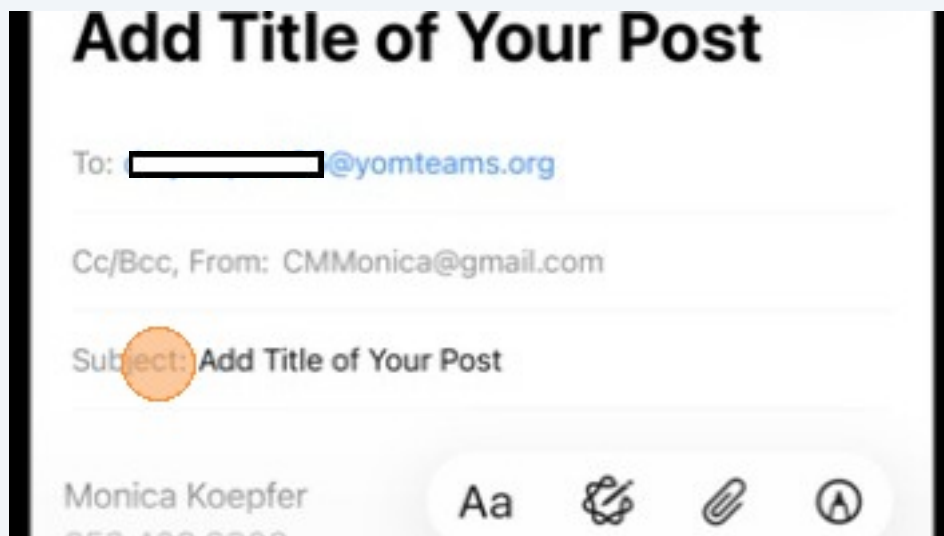
1

Navigate to your preferred email client (this example is using Mail on an iPhone). Create a new message. Click "To" and add the confidential email address provided by the YOM Office Manager. Do not share this email address with anyone. Emails sent here will appear as draft posts!



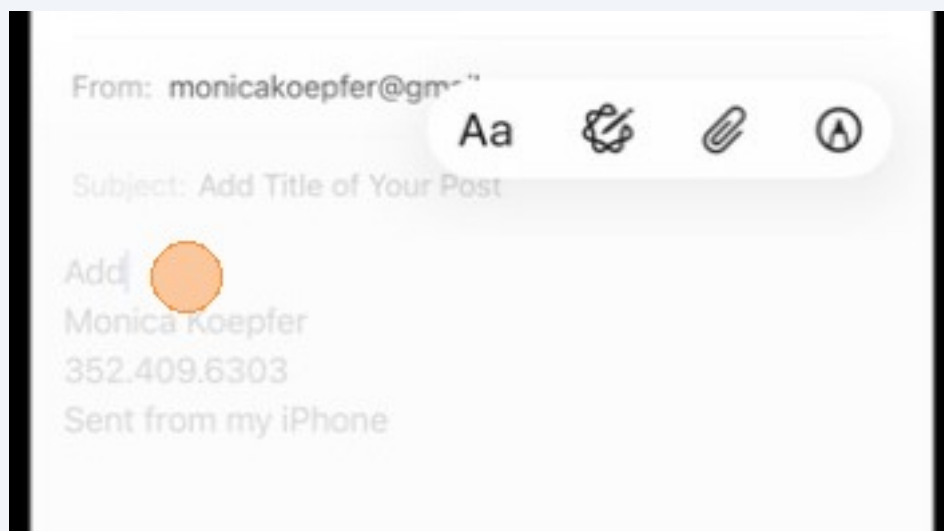
Email Headers

- 2 Click 'Subject' field and Add a subject, this will be come the title of your post.



Message Composition

- 3 Click message body and begin typing the main content of your post into the email.



- 4 Start adding an image. Select 'Photo Library' from attachment menu

Add Title of Your Post

To: [redacted]@yc

Cc/Bcc, From: monica

Subject: Add Title of Y

Add Body copy for yo

Attach images, the first image will be your "Featured

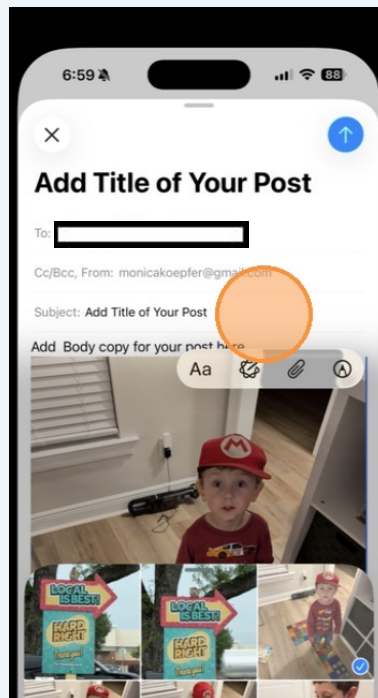
- Attach File
- Scan Document
- Photo Library
- Take Photo or Video

352.409.6303
Sent from my iPhone



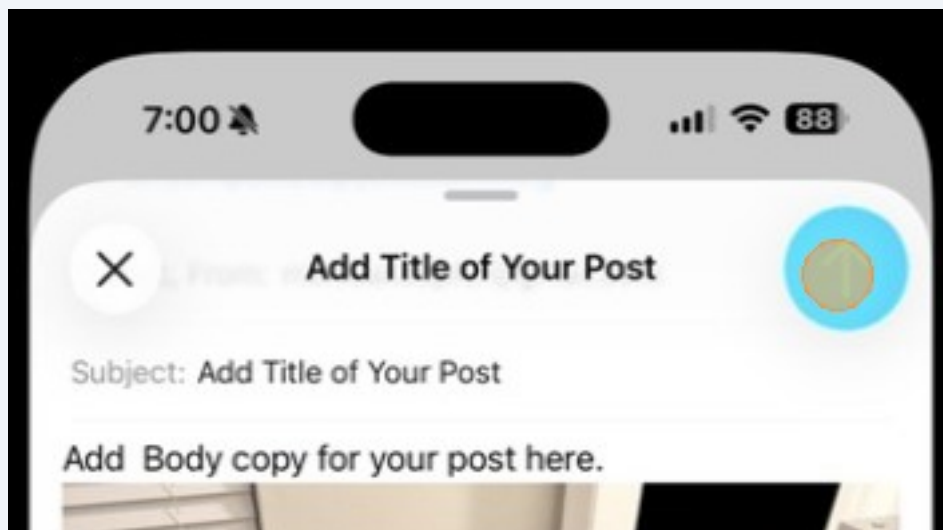
Media Attachments

5 Select image to attach



Message Delivery

6 Once you are happy with the message and have added at least one image, click 'Send' icon.



7

Go ahead and send it the highest quality your phone or email will allow! Select image size to finish sending



8

We will receive your post and post it live within 1-2 business days. We will also review your Media folder to add any additional photos to your post that were not included in the email.