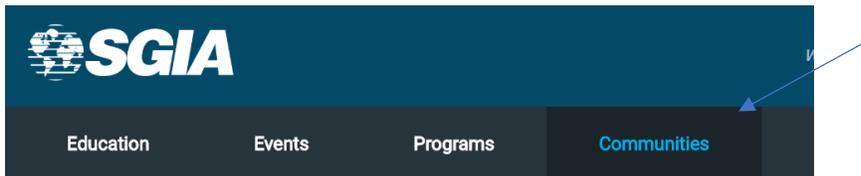




To set up your PRINTERLink account, please following the log in step instructions:

1. Go to SGIA.org
2. Click on “Sign In” located in the upper right-hand corner
3. Enter your Email Address and Password if you already have an SGIA account (signing into SGIA and PRINTER Link are the same log in’s)
  - a. If you have a password, please enter that into the password line area
  - b. If you do not have a password, please click “Don’t have an account” and proceed to complete the “Create My Account” page
  - c. If you forgot your password, please click “Forgot Password” and a reset link will be sent to your email address
4. Once on the SGIA page, please go to “Communities” located on the top tool bar



5. Click “PRINTER Link” from the drop-down choices
6. **At this point, you will either already be logged in or will need to log in again**
7. Click “All Communities”



8. Find the community (you can join more than 1) and click on the community Title

### APPAREL DECORATION

Apparel decorators print and decorate finished apparel blanks using screen printing, dye sublimation, direct-to-garment, embroidery and occasionally cut-and-sew.

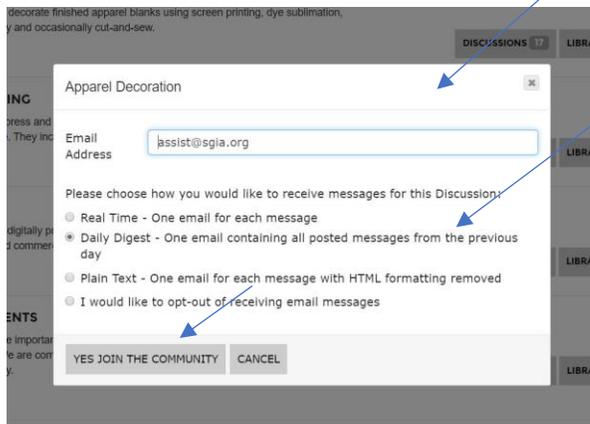
**admin** last person joined yesterday

9. Click the "JOIN" button to join this community



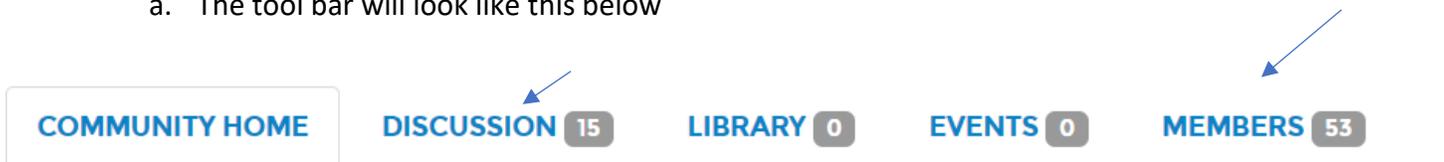
10. Enter your email address

- a. Choose from the radio buttons how you would like to receive your information and then click "Yes, Join the Community"



11. You will now be at the navigation tool bar in the Community

- a. The tool bar will look like this below



12. Here you can view ....

- a. Discussion threads – you can read, respond or post a thread
- b. Members – see who is part of this community

13. Click on "Discussion"

- a. Click on the thread discussion posting
- b. You will see the thread question/statement posted in the center of your screen, simply **click on the word** "Reply" button located to the right
- c. Type your answer in the discussion box and click the "Send" button located on the bottom right hand side of the page

The screenshot displays a community forum interface. At the top, there are navigation tabs: COMMUNITY HOME, DISCUSSION 17, LIBRARY 0, EVENTS 0, and MEMBERS 53. Below the tabs, it shows '1 to 15 of 15 threads (17 total approved posts)'. A table lists threads with columns for Thread Subject, Replies, and Last Post. The first thread is titled 'We are looking forward to you joining us at PRINTING United! What are you looking forward to at PRINTING United?' with 0 replies and a post from LeAnne Crowley an hour ago. Below the table, the thread content is shown, including a 'REPLY' button. A detailed view of the reply box is shown below, featuring a rich text editor with a toolbar (bold, italic, underline, list, link, image, video, link, unlink, @, #, etc.), a signature field, and buttons for 'CANCEL', 'SAVE AS DRAFT', 'SCHEDULE', and 'SEND'. A 'REPLY' button is also visible in the top right of the reply box. Blue arrows point to the 'Thread Subject' column header, the 'REPLY' button, the rich text editor, and the 'SEND' button.

14. To start a discussion or post a thread, click on “Discussion” and then click on “Post a new Message”
- You will see the question posted in the center of your screen, simply **click on the word** “Reply” button located to the right
  - Type your answer in the discussion box and click the “Send” button located on the bottom right hand side of the page

