

About Branding Options

ProQuest lets you customize your ProQuest site by adding Library Branding. This lets you display up to three links at the top [1], customized text [2] at and up to two logos at the bottom of your ProQuest pages [3].



Add a Link

Follow these steps to add a link:

- 1 Make sure you are on the **Account Preferences, Branding Options** page:
 - Click the **Account Preferences** tab, and make sure the **Branding Options** tab is selected.
 - Or, select **Add/edit your logos and branding options** from the Quick Picks pull-down menu.
- 2 If you have access to multiple Accounts or clients, select the desired **Account** from the pull-down menu located above the tabs. (If there is only one client available, the Account is static text, rather than a pull-down).
- 3 Click **Add Link** next to an empty link slot. You see the **Add Links** pop up window.
- 4 Enter the text to display for your link.
- 5 Enter the URL for your link.
- 6 From the Window Option pull-down menu, select the link behavior (Open in same window, or Open in a popup window.)
- 7 Select whether or not to log users out when the link is clicked.
- 8 Click **Save** to save the changes. You see a confirmation window. Click **Done** to return to LAD.

Edit a Link

Follow these steps to edit a link:

- 1 Make sure you are on the **Account Preferences, Branding Options** page:
 - Click the **Account Preferences** tab, and make sure the **Branding Options** tab is selected.
 - Or, select **Add/edit your logos and branding options** from the Quick Picks pull-down menu.
- 2 If you have access to multiple Accounts or clients, select the desired **Account** from the pull-down menu located above the tabs. (If there is only one client available, the Account is static text, rather than a pull-down).
- 3 Click **Edit** next to the link. You see **Edit Links** pop up window.
- 4 Make the desired modifications to the text to display for your link, the URL for your link, the link behavior, and whether or not to log users out when the link is clicked.
- 5 Click **Save** to save the changes. You see a confirmation window. Click **Done** to return to LAD.

Delete a Link

To delete a link:

- 1 Make sure you are on the **Account Preferences, Branding Options** page:
 - Click the **Account Preferences** tab, and make sure the **Branding Options** tab is selected.
 - Or, select **Add/edit your logos and branding options** from the Quick Picks pull-down menu.
- 2 If you have access to multiple Accounts or clients, select the desired **Account** from the pull-down menu located above the tabs. (If there is only one client available, the Account is static text, rather than a pull-down).
- 3 Click **Remove Link** next to the link you want to delete.

Adding Consortium Links

ProQuest lets consortiums share links and logos across the consortium quickly. However, these must be applied first at the consortium level, then accepted at the child account level. Follow these steps to apply a logo or link to all accounts within the consortium:

- 1 Sign in to your account as the consortium master and apply the logo or link in slot 1.
- 2 Sign out, then sign in again as a child account master (alternately, the individual child account managers can complete the remaining steps).
- 3 Select to use the logo in slot 1.

Customized Text

ProQuest lets you customize the display by adding text to the bottom of the page.

- 1 Make sure you are on the **Account Preferences, Branding Options** page:
 - Click the **Account Preferences** tab, and make sure the **Branding Options** tab is selected.
 - Or, select **Add/edit your logos and branding options** from the Quick Picks pull-down menu.
- 2 If you have access to multiple Accounts or clients, select the desired **Account** from the pull-down menu located above the tabs. (If there is only one client available, the Account is static text, rather than a pull-down).
- 3 In the **Customized Text** area, enter the text you want to appear at the bottom of the page.
- 4 Click **Save**.

About Logos

In this area you can set select a primary and a secondary logo to display at the bottom of your ProQuest pages. Logos must be a .jpg or .gif format file, measure 150 by 40 pixels, and cannot exceed 20K.

Slots containing a link will display that information. Empty slots will display [none].

Any changes (adding or deleting a logo) will take up to 24 hours before they appear on your pages.

Add a Logo

Follow these steps to add a logo:

- 1 Make sure you are on the **Account Branding Options** page:
 - Click the **Account Preferences** tab, and make sure the **Branding Options** tab is selected.
 - Or, select **Add/edit your logos and branding options** from the Quick Picks pull-down menu.
- 2 If you have access to multiple Accounts or clients, select the desired **Account** from the pull-down menu located above the tabs. (If there is only one client available, the Account is static text, rather than a pull-down).
- 3 Click **Add Logo** next to an empty logo slot. You will see the **Add Logo** pop up window.
- 4 Click on **Browse** next to the Upload image: field. Navigate to your logo, and click **Open**.
- 5 Enter the destination URL (the page to load when users click on the logo).
- 6 Enter the alt text to display if the logo cannot be displayed.
- 7 Click **Save** to save the changes you have made.
You see a confirmation page.
- 8 Click **Done** to return to LAD.

Any changes (adding or deleting a logo) will take up to 24 hours before they appear on your pages.

Edit a Logo

Follow these steps to change a logo:

- 1 Make sure you are on the **Account Preferences, Branding Options** page:
 - Click the **Account Preferences** tab, and make sure the **Branding Options** tab is selected.
 - Or, select **Add/edit your logos and branding options** from the Quick Picks pull-down menu.
- 2 If you have access to multiple Accounts or clients, select the desired **Account** from the pull-down menu located above the tabs. (If there is only one client available, the Account is static text, rather than a pull-down).
- 3 Click **Edit Logo** next to the logo you want to modify.
You will see **Edit Logo** pop up window.
- 4 Make any edits to the image, URL and alt text.
- 5 Click **Save** to save the changes you have made.
You see a confirmation page.
- 6 Click **Done** to return to LAD.

Any changes (adding or deleting a logo) will take up to 24 hours before they appear on your pages.

Delete a Logo

Follow these steps to delete a logo:

- 1 Make sure you are on the **Account Preferences, Branding Options** page:
 - Click the **Account Preferences** tab, and make sure the **Branding Options** tab is selected.
 - Or, select **Add/edit your logos and branding options** from the Quick Picks pull-down menu.
- 2 If you have access to multiple Accounts or clients, select the desired **Account** from the pull-down menu located above the tabs. (If there is only one client available, the Account is static text, rather than a pull-down).
- 3 Click **Remove Logo** next to the logo you want to delete.

Any changes (adding or deleting a logo) will take up to 24 hours before they appear on your pages.