NOTES & FAQ's for contributing designers

	ck reference guide for contributing artist's	
WWW	v.kimdesigns.com I buydesignsonline.com	
	Kim Designs	Buydesigns Online
Exclusive art required (not for sale anywhere else)	Y	Y
Selling price to client	variable (400USD upwards)	99USD*
Client login required	Y	N
mages watermarked	Y	Y
Copyright conveys at time of purchase	Y	N
Royalty payable	Not applicable	N
Artist edits permitted within login area	Y	N
Maximum image size for upload	648px	648px
Minimum image size for upload	400 px	400 px
File type required for upload**	png-24 or png-8 for flat vector art	png-24 or png-8 for flat vector art
dpi for upload (saved for web)	72 dpi	72 dpi
Colour space for upload	sRGB	aRGB
Final files types	AI/PSD/Tiff/Jpeg/pdf	AI/PSD/Tiff/Jpeg/pdf
File file types prefix	KD_your alias_design name	BDO_your alias_design name
Final file resolution (min 300dpi for raster files)	Y	Y
Commission deducted*	40%	45%
Artist payment options	check or Paypal	check or Paypal
Art can be removed by artist at anytime	N	Y
Payment made to artist	15- 45 days	15- 45 days
Max. no of colour ways per design	1-2	1-2
Purchased art to client	1d	1d
Artist commitment term	1 year	none
Artist account deactivation	contact Kim kim@kimdesigns.com	anytime
Minimum uploads per year	12	no minimum
Email	info@kimdesigns.com	artdirector@buydesignsonline.com
Facebook	www.facebook.com/kimdesigns	www.facebook.com/buydesignsonline
Twitter	www.twitter.com/kimdesigns	www.twitter.com/artdirectorbdo
Instagram		www.instagram.com/artdirectorbdo
	DIRECT TELEPHONE	NUMBER: 540-55-4086
** there is a selection of free png compression software options such as <u>tinypng.com</u> to reduce files sizes, if needed.		

NOTES & FAQ's - KIMDESIGNS

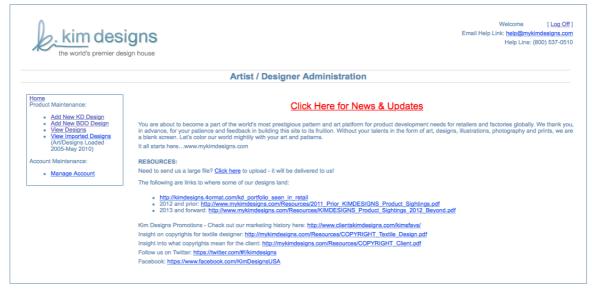
New contributing designers, please take the time to read this thoroughly:

LOGIN

Once you have an account at <u>www.mykimdesigns.com</u>, you may upload any and all your art and designs onto mykimdesigns.com (where copyrights usually convey). 95% of our sales of prints are where the clients want to purchase the copyrights.

To access the UPLOAD AREA use your username and password via the mykimdesigns.com portal

This is how the portal area looks when you are logged in to mykimdesigns.com:



This is how the upload area looks for Kim Designs (when you click on Add New KD Design)

the world's premier desig		Help Line: (800) 537-0
		Upload Art/Design into Kim Designs
Home Product Maintenance:	Create	Cancel
Add New KD Design Add New BDO Design View Designs	Design Name:*	
View Imported Designs (Art/Designs Loaded 2005-May 2010)	Price:*	Select Select the selling price here. NOTE: Of this selling price, you, the contributor, will receive 60% of that total
Account Maintenance:	In Repeat:	0
Manage Account	Production Files Available:*	All Files Vector Art Layered Files AI PDF PSD Tiff High Res Jpg Choose all that apply for this Art/Design.
	New Image:*	Choose File no file selected Please upload an image file which has a maximum dimension of 648 px x 648 px. The file should be saved for web in png-24 file format (N8: files must be no smaller than 400 px). If your file is larger than 500kB you can use <u>tinypng.com</u> to compress your png file to a more manageable size. More detail instructions here
	Keywords:*	Clear Keywords To help the search engine on Kim Designs find your work, please add relevant keywords/text here that applies to your art/design/photograp Separate each keyword with a comma.
		NOTE: If English is not your first language, put "XXX" and we will help you with descriptive text. If possible, we prefer you add the description

FILE NAMING:

Name your files like this please: KD_YourName_DesignName for delivering **FINAL** files at the time of sale

FILE TYPE AND SIZE:

Designs uploaded into www.kimdesigns.com must be png**

files: saved-for-web png-24* files (or png-8 files) if using flat colour/vector images with a maximum height or width of 648px

(minimum is 400 px) - please follow the instructions supplied if you are not experienced in preparing png files.

*If you find your files are a little larger/over 500kb: you can use a free compression site such as tinypng.com but there are others available that offer the same service.

** png =portable network graphic

KEYWORDS:

When adding new designs to <u>www.kimdesigns.com</u> Please use **RELEVANT** keywords only, in your descriptive text. The clients type in keywords in the search to get results.

If the client types in Stripes, they want to see stripes and not florals or other irrelevant designs that do not incorporate stripes.

You would put in keyword text area all the elements found in the design but do please NOT list colors or practical end uses of the design as that messes with the results pages for e.g. do not put `bedlinen'

You should list the specific motifs in the design:

E.g. Carrots, plaid, tree, garden gloves, boots, flowers, water can, wheelbarrow, seeds, hose, sheers, conversational, spring, summer

Conversational, novelty, illustration, painterly, cartoon, winter, autumn, spring, summer are acceptable.

So, to clarify, please leave out industry categories (like apparel, fashion, bedding, etc.) and do not list the colors in the design in the descriptive text.

For using appropriate key words on your designs, we thank you profusely! The right keywords help us keep the search engine strong and relevant.

Search engines queries the design name and the text box where you enter your descriptions. Feel free to give your designs fun names.

You do not need to use the BDO_DesignName_YourName.png format for design names within the upload area.

Use 'geo' and 'geometric' as clients often shop both terms.

COLOR WAYS

We think it's best to not add more than one or two color ways of any one design so please DO NOT upload multiple colour ways.

COPY FUNCTION

Please take a moment to view the outlines on how to use the **COPY function** within <u>www.mykimdesigns.com</u>

This feature allows you to copy the information from a past design to a new design you wish to add (relevant keywords or file types)

HOW TO COPY an existing design to make a new entry:

Go to View Designs and click on the icon - this enables you to copy certain information (where relevant)

HOW TO COPY an existing design to make a new entry:

Click on View designs > click on the copy symbol for the design you wish to copy details

the world's premier des	-							EI	ал пер с	ink: <u>help@</u> Help Li	ine: (800	
					View Designs							
Product Maintenance: • Add New KD Design • Add New BDO Design	Filter Opti		d 🗌 l		ad 💟 Active 🗌 InActive 🗌 BDC		ights Convey A	rt				
View Designs View Imported Designs (Art/Designs Loaded 2005-May 2010)	Displayin	g 37 - 48 d	of 314 d			show:		Page 4 0 of 2				
Account Maintenance:		Actions		Design		Image	Price	Date Created	Appr	Active	Туре	Views
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	2	×	ľ	KD_	_Marbled2_female		\$550.00	03/02/2015	Yes	Yes	KD	o
	2	×	ľ	KD_	_Marbled2_male		\$550.00	03/02/2015	Yes	Yes	KD	o
	2	×	D	KD_	_Marbled1c_male		\$550.00	03/02/2015	Yes	Yes	KD	0
	đ	×	D	KD	_Marbled1c_female		\$550.00	03/02/2015	Yes	Yes	KD	0
		×	C	KD_	Lace		\$550.00	02/23/2015	Yes	Yes	KD	0
		×		KD_	_New Sprig trail		\$550.00	02/23/2015	Yes	Yes	KD	0
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	2	×	D	KD_	_Nascar Style graphicv2b	1111 1111 1111 1111 1111	\$550.00	02/23/2015	Yes	Yes	KD	0
		×	D	KD_	_Victorian Halloween_light		\$550.00	02/23/2015	Yes	Yes	KD	o
	2	×	ľ	KD_	_Victorian Halloween_dark		\$550.00	02/23/2015	Yes	Yes	KD	o
		×	ľ	KD_	_Little Sprigs	101	\$550.00	02/23/2015	Yes	Yes	KD	0

The window opens:

the world's premier des	-	Email Help Link: <u>help@mykindesigns.c</u> Help Line: (800) 537-08
		Upload Art/Design into Kim Designs
Home Product Maintenance:	Create	Cancel
Add New KD Design Add New BDO Design View Designs	Design Name:*	
View Imported Designs (Art/Designs Loaded 2005-May 2010)	Price:*	550.00 Select the selling price here. NOTE: Of this selling price, you, the contributor, will receive 60% of that total
Account Maintenance:	In Repeat:	0
<u>Manage Account</u>	Production Files Available:*	All Files ─ Vector Art ☑ Layered Files ─ Al ☑ PDF ☑ PSD ☑ Tiff ☑ High Res Jpg Choose all that apply for this Art/Design.
	New Image:*	Choose File no file selected
		Please upload an image file which has a maximum dimension of 648 px x 648 px. The file should be saved for web in png-24 file format (NB: files must be no smaller than 400 px). If your file is larger than 5000kB you can use <u>tinypng.com</u> to compress your png file to a more manageable size. More detail instructions <u>here</u>
	Keywords:*	Block,painted,patchwork,mono,monochrome modern,ethnic.geo,geometric,
		To help the search engine on Kim Designs find your work, please add relevant keywords/text here that applies to your art/design/photograph Separate each keyword with a comma.
		NOTE: If English is not your first language, put "XXX" and we will help you with descriptive text. If possible, we prefer you add the description

Here you can add the new design name but retain the price information, file types, and any keywords where relevant. Once you have uploaded your new design image. Click 'Create'

OTHER INFORMATION:

Please also send us Png's by email for any art calls that we have sent out and you are responding to.

We want to make sure we include everyone's work in the presentations on a regular basis.

GENERAL NOTES ABOUT KD:

We truly love getting to know each and everyone of our contributors through your designs and art you lend us.

We also enjoying knowing you personally – so don't hold back.

We launched the site in 2005 with five (5) designers and 120 patterns.

- Flash ahead, we now have over 250 contributing designers and around 27,000 patterns online.
- Please know we are passionate about representing our artists and designers.

We work at it seven days a week.

But it's not an easy business to get noticed, so please be patient as we try for you.

Not every designer will see sales while others will see sales on a regular basis.

It's a matter of what the client is seeking and being the designer that has the right art for their immediate needs.

- KimDesigns.com is very much an e-commerce platform. Our goal is to make Kim Designs the "Getty Images" of patterns.
- Our clients love that we have so much fresh and diverse art and hence, our client list grows.
- The creative energy and style you bring to Kim Designs is very valuable to our mission.

BASIC REQUIREMENTS:

At KD, all we ask is that **the art you provide us is unique and exclusive to Kim Designs** (this means you created it on from your own creative intelligence, no use of clip art or such in its creation).

To be an active contributor, you **must upload at least 12**

designs (or as many as your heart and energy desire as there is no limit to how many designs you may provide) per calendar year.

- We also count on you to **respond to at least three calls** for art throughout the year.
- KD strives to give you as much client information as possible to make the designing process for our clients the best (spot on) as possible.
- ALL INFORMATION needs to be for your information only. **Do not share any of our trade secrets or our client's trade secrets.**

Legal actions may incur from our clients on you (and yes, on KD), if any violations are found out.

Other than the above, we encourage you to make the best living you are able with your God-given talents. You may have other agents. In fact, we encourage it but please make sure the art/designs we are showing is unique from what your other agent/s are showing.

However, the art you provide KD cannot also be represented with your other agent/s. Please make the art you provide KD unique to KD.

PAYMENT:

Every designer is paid for their sales when the client pays KD. Our terms are Net 30 days with our clients. If you are in extreme need of your payment, KD may be able to advance your pay. That

request must be made to kim@kimdesigns.com.

Also, you may elect to claim your payment for a designs sold (after production file is received and accepted by the client) immediately.

Payments are made weekly on Thursday by Allison - allison.kimdesigns@gmail.com for a 5% pre-payment fee.

Marketing:

We take our marketing very seriously – running email campaigns bi-weekly that are blasted to 15,000 folks in our email database.

Secondly, we do a "Kim's Favs" email promotion bi-weekly and sometimes each week featuring the latest art to arrive at KD that week. This Kim's Favs goes out to our best buying and best brand/retail potential clients (currently about 1200 folks on this list). About every two weeks, we feature different artists on our landing page of kimdesigns.com.

As for Social Media:

We use Twitter... Tweet Tweet: <u>https://twitter.com/#!/</u> <u>kimdesigns</u>

And we have a presence on Facebook: <u>http://</u><u>www.facebook.com/KimDesignsUSA</u>

We have a blog. We try add and refresh the blog everyday. <u>http://kimdesignsnotes.blogspot.com/</u>

We also pin to Pinterest: <u>http://www.pinterest.com/</u> kimdesignsUSA/

(If you have any interesting information / inspiration for the blog – please send to us to post).

We sell our patterns to many brand names and every level of retailers. From CVS, Wal-mart, Dicks Sporting Goods, Reebok, Hasbro, Kleenex, Garnet Hill, Papyrus, Hanna Andersson, Hot Topic, Dearfoam, Costco, Avon, Bath and Body Works, Lane Bryant, Williams-Sonoma (Pottery Barn), Shamrock Corporation, Fred Meyer, Nordstroms...well basically every level of retailer our designs now land in, from Family Dollar to Neiman Marcus.

We maintain a PDF of where our designs land. Please ask us to see that (kim@kimdesigns.com). It will give you an idea of where your art may land.

To be considered active with KimDesigns.com, you are asked to submit a minimum of six new designs/art in six months. Or, 12 designs per calendar year. It's best if you stay more active than this by adding new art weekly or bi-weekly if possible. That will build your library at KimDesigns.com and it will also keep new art in front of our clients getting our emails to notice you.

This initiative is an effort on our part here to concentrate on the active folks that supply KD with new designs on a regular basis. We are not asking for many new designs or art, just six new designs in six months would be enough to keep you active. We always welcome back anyone that deactivates at anytime. We know lives ebb and flow with professional and personal workloads.

How KimDesigns.com operates:

Clients shop our site <u>www.kimdesigns.com</u>.

 If you have designs uploaded in KD and are actively participating with KD, then we are happy to give you login rights to kimdesigns.com which is currently home to 27,000 designs. You simply must register at the top of the site...REGISTER to see KimDesigns.com as a contributing designer.

Below are some "facts" that we'd like you to know and to review before proceeding.

What to submit? We send out an email letting you know of any new "art call's" as new design needs arise that our database of designs doesn't adequately fill. So look for this email from us.

Alternatively, you can login and click on the Click here for news link to see the daily blog updates.

Also – do you have art/designs that is just sitting around? Then why not upload the designs into mykimdesigns.com (Designs/art that is offered up for sale) or offer as a low cost option buydesignsonlines.com (designs/art that is for license only).

Whenever you are sending us any art/designs for art calls – please be sure you give the images the proper "KD naming system".

Use this format to help us identify art quickly:

KD_YourFirstName_DesignName.png or KD_DesignName_YourAlias.png

NOTE: There are three ways to make sales with us -

- 1 Send pngs to me (Kim) and Chanta when we send out an art call so that we can include them in the presentation to the requesting client.
- You should also upload pngs into mykimdesigns.com then clients shopping the site may instantly view your art. To be considered an active KD designer (and receive access to our private blog and art calls, you must upload

one new design each calendar month) for a total of 12 designs per annum.

3 To augment sales – do #1 and #2 combined...(HIGHLY RECOMMENDED).

PRICING YOUR ART:

On average, we get \$500.00 - \$550.00 per design where the copyrights convey with purchase (60% to you/40% to KD). You, the designers, artist, retain copyrights to any art/designs uploaded until a purchase occurs. At that point, the copyrights convey to the client. Then, you may **NOT** use that art again in future designs.

Remember when pricing your designs to think like a buyer, simple designs like a stripe will sell for \$200.00 -\$400.00.

More complex designs go for \$500.00 - \$550.00.

Some designs go for \$600.00 - \$750.00 for painterly art with many layers of details.

Typically, we do not charge for additional colorways.

Sometimes, we charge \$125.00 to do the pattern in repeat but often, if the designs are simple, the repeat conveys with the purchase upon request.

There is a spot to check: PANTONES INCLUDED – it means for the purchase price you will include the pantones. Most designers do NOT include Pantones with purchase.

About 15% of our sales, client will ask for Pantones and most designers go ahead and apply them for the client without fee. Sometimes we will ask like \$50.00 - \$100.00 for applying the Pantones – many factors weigh into to charge or not charge. So, including Pantones is up to you.

Pricing goes up to \$1,500.00 when uploading your workthat is if you want to load your collections – Linda P does a GREAT job at bundling her designs.

You must upload each design in the collection as an individual design – because only that one design may sell or two of the three designs in the collection may sell.

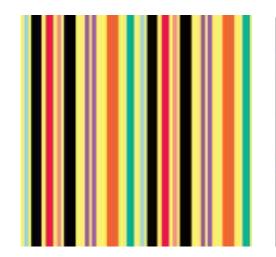
Then add the collection template to include all coordinates for a "discounted price".

Login as a client and see how Linda P. does this.

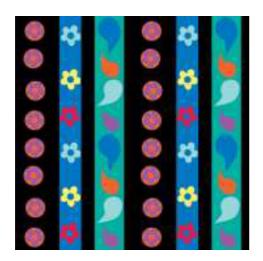
TIPS: Upload a collection at a price that is less than if all components were purchased separately:



- \$900.00 for this collection in the text area write: The collection price is \$900.00 and includes the main print and the two coordinates.
- And then price each design at an appropriate price. I.e. Stripe \$200.00 / Main Paisley \$500.00 / Paisley Stripe \$450.00







We love when you add KimDesigns logo and feel free to add your name (first and last name initial are fine) and even your photo:

- If you upload one design in multiple color ways recommend not more than three and we find two color ways optimal.
- You may upload the individual pngs of the unique color ways or put them all in one "template"
- We see a lot of designers wanting to fetch more than \$500.00 for their designs – but we must say if you are pricing your work over \$550.00 per design – clients may skip over the art.
- Painterly and complex designs that's a different story. We don't mind you pricing them higher and we don't mind trying for that but it seems most clients feel \$500.00 - \$550.00 is the going rate these days.
- We are constantly trying to go through and re-indexing designs that keywords are really "off" from previous versions of the KD website.
- This is a full-time job for us so if you can do your own please helps us. It helps us all with a clean site and search results. If you notice someone in particular – let me know. I will then go to their gallery and help them with keywords.
- Search engines queries the design name and the text box where you enter your descriptions. Feel free to give your designs fun names. You do not need to use the KD_DesignName_YourName.png format for design

names.

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- Please do not expect feedback on your art and designs. Boy, we'd all love to know what the clients think of what we send. I'd like to know myself! But, in this email busy world we live in, our clients rarely extend a thank you for our submissions. What I think of your art is pretty irrelevant as I am not making the purchases. However, I am sure to tell you when I like the designs you send from my personal view. See **NOTE below** – this is our part in helping you have a bit of feedback – albeit captured without the clients knowledge.
- There is a "VIEWS" column to mykimdesigns.com login. The views number tells you how often that design/art has been clicked on/enlarged. Everyone is curious how their designs are received. This is our part in giving you a tidbit of feedback as we can glean from the shopping traits of our clients.

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We really went back and forth on if I should do this or not. We fear you may get discouraged if you see no views. What we do see – with so much art, not many designs get multiple views. However, we do want you to note that we have clients purchase art that they never enlarged the view so you never really know how much detail the client felt was necessary to make the purchase of your art.

Additionally, we added a feature that will provide some feedback if your art is being shopped on a daily basis. Every night, our server will email you if someone has shopped your art.

If a client enlarges your design for a better view, you will get notification from us.

The email will come in the middle of the night (here in USA time) and will look like this:

Hi ...(your name here),

Oh Wow-Look who is shopping you!

Today, a client viewed your artwork.

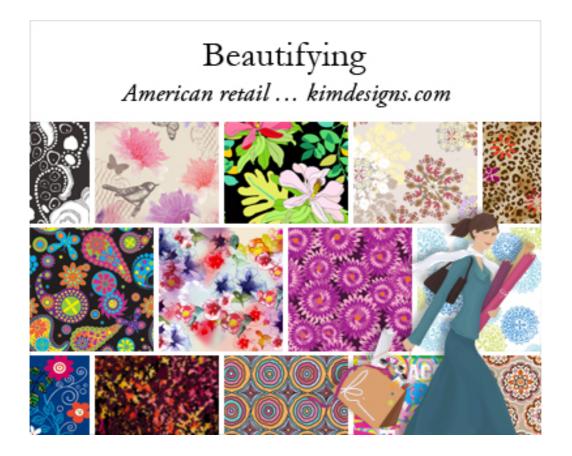
(Shh.. please never contact the client directly. We are providing this information for your benefit & knowledge only)

Design/s of interest are noted below:

Lane Bryant reviewed:

Kim Designs Project Manager2 reviewed:

We hope this attention to your artwork results in a sale or new work assignment. And if it does, we will notify you immediately. Thank you for lending your creative talents to KimDesigns.com. Cheer, Team KD



- The newest designs show up in NEW DESIGN tab. Those designs loaded in the last two weeks land in this NEW DESIGN tab. Many clients go right to "what's new"...so you may want to spread out your design uploads to have some land there every two weeks.
- We expect everyone to be easy to reach by phone, text or email for pending sales. Please go into your account at <u>www.mykimdesigns.com</u> and let me know if we may text you if/when a sale arises for your art. Clients want production files within hours of purchase.
- ^o WHEN A SALE OCCURS: We will email you, then call you if you do not respond to our email. Most clients want the production files ASAP so it's a scurry to reach you. When you send us your production file if the client rejects it because it's not vector or in repeat (if that is part of the sale negotiations) then we will have our "design expert" fix the problem and her fee will come out of your sale revenue. Usually that fee is very nominal \$5. \$50.00 depending on what needed to be done. If you are not proficient in Adobe Illustrator or Photoshop tell us the file is not vector so we can have it redraw in Ai or PSD to please the client. Don't just do a "save as" Ai. That will not work. If you are not proficient in repeats let us

know. We can get you help.

 We'd really like a profile picture of every contributing designer. Please send picture to me and <u>chanta@kimdesigns.com</u> for our next KD collage.

TO SEE WHAT HAS RECENTLY SOLD:

Hello! See what recently sold here (all confidential - do not share):

http://kimdesigns.4ormat.com/whatjustsoldatkimdesigns

Note - if you enlarge the image - there is a place you can click on the upper left-hand that says MORE INFORMATION.

That tells you who got the sale and it's application and the price paid.

One important message for all - on adding new designs to <u>www.mykimdesigns.com</u>.

- Please be careful to use ONLY relevant keywords no need to add pattern, design, or product categories as keywords.
- Use geo and geometric as clients often shop both terms.
- We think it's best to not add more than two (or three at most) color ways of any one design.

Other random notes on getting the client's eye:

Often, our clients are quick decision makers. They login (we see the date and time they login and can see how long they shop everything), they use the keyword search, they glance at results. They click on a few designs and then they buy. Data shows us – our clients "know it when they see it" – and they really don't take much time to decide. It's pretty amazing.

What this says is that there will be a lot of designs with no views, but that doesn't mean that the very next day – a client won't login, shop for about 3 minutes and buy a design. Remember the VIEWS count only captures when a client enlarges the design for view.

Kim Designs RESOURCES:

Need to send us a large file? <u>Click here</u> to upload - it will be delivered to us!

Insight on copyrights for textile designer: <u>http://</u> <u>mykimdesigns.com/COPYRIGHT_Textile_Design.pdf</u>

Insight into what copyrights mean for the client: <u>http://</u> <u>mykimdesigns.com/COPYRIGHT_Client.pdf</u>

Let us know if we can support you in any way by making your life as a contributor at Kim Designs any easier. We are totally okay with you having other agents and representing yourself as well.

Okay, did I confuse you?

If so, email me!

kim@kimdesigns.com

NOTES & FAQ's - BUYDESIGNSONLINE

New contributing designers, please take the time to read this thoroughly:

LOGIN

Once you have an account at <u>www.buydesignsonline.com</u> you may upload your art and designs onto buydesignsonline.com via the mykimdesigns.com portal.

To access the UPLOAD AREA you will need to use your username and password

using your password and login details (copyright DOES NOT convey and art work is licensed on a royalty-free, non-exclusive basis. The selling price to the client is fixed at \$99.

You can upload your image, select the file type(s) available for your art and add appropriate keywords in this window.

This is how the upload area looks for Buy Designs Online (when you click on Add New BDO Design)

<u>kim</u> desi	-	Email Help Link: help@mykimdesigns.cc Help Line: (800) 537-05						
the world's premier des	ign house							
		Upload Art/Design into Buy Designs Online						
Home Product Maintenance:	Create	Cancel						
Add New KD Design Add New BDO Design View Designs View Imported Designs (Art/Designs Loaded	Design Name:*							
	Price:*	\$99.00 - NOTE: Of this selling price, you, the contributor, will receive \$55 US dollars.						
2005-May 2010)	In Repeat:	0						
Account Maintenance:	Production Files Available:*	All Files ○ Vector Art ○ Layered Files ○ Al ○ PDF ○ PSD ○ Tiff ○ High Res Jpg Choose all that apply for this Art/Design.						
	New Image:*	Choose File no file selected Image files must be 96doi or less and be no more than 648 pixels in height or width.						
	Keywords:*	Clear Kaywords						
		To help the search engine on Kim Designs find your work, please add relevant keywords/text here that applies to your art/design/photography Separate each keyword with a comma.						
		NOTE: If English is not your first language, put "XXX" and we will help you with descriptive text. If possible, we prefer you add the description.						

FILE NAMING:

Name your files like this please:

BDO_YourName_DesignName for delivering **FINAL** files at the time of sale

FILE TYPE AND SIZE:

Designs uploaded into <u>www.mykimdesigns.com</u> must be png** files: saved-for-web png-24* files (or png-8 files) if using flat colour/vector images with a maximum height or width of 648px (minimum is 400 px) - please follow the instructions supplied if you are not experienced in preparing png files.

*If you find your files are a little larger/over 500kb: you can use a free compression site such as tinypng.com but there are others available that offer the same service. ** png =portable network graphic

KEYWORDS:

When adding new designs to www.mykimdesigns.com

Please use **RELEVANT** keywords only, in your descriptive text. The clients type in keywords in the search to get results.

If the client types in Stripes, they want to see stripes and not florals or other irrelevant designs that do not incorporate stripes.

You would put in keyword text area all the elements found in the design but do please NOT list colors or practical end uses of the design as that messes with the results pages for e.g. do not put `bedlinen'

You should list the specific motifs in the design:

E.g. Carrots, plaid, tree, garden gloves, boots, flowers, water can, wheelbarrow, seeds, hose, sheers, conversational, spring, summer

Conversational, novelty, illustration, painterly, cartoon, winter, autumn, spring, summer are acceptable.

So, to clarify, please leave out industry categories (like apparel, fashion, bedding, etc.) and do not list the colors in the design in the descriptive text.

For using appropriate key words on your designs, we thank you profusely! The right keywords help us keep the search engine strong and relevant.

Search engines queries the design name and the text box where you enter your descriptions. Feel free to give your designs fun names.

You do not need to use the BDO_DesignName_YourName.png format for design names within the upload area.

Use 'geo' and 'geometric' as clients often shop both terms.

COLOR WAYS

We think it's best to not add more than one or two color ways of any one design so please DO NOT upload multiple colour ways.

COPY FUNCTION

Please take a moment to view the outlines on how to use the **COPY function** within <u>www.mykimdesigns.com</u>

This feature allows you to copy the information from a past design to a new design you wish to add (relevant keywords or file types)

HOW TO COPY an existing design to make a new entry:

Go to View Designs and click on the icon - this enables you to copy certain information (where relevant)

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GENERAL NOTES about BDO:

Basic terms:

By agreeing and registering to be a contributing designer with Buy Designs Online (BDO) you are agreeing to the following:

1. All of the art you have created here is 100% your own (no clip art).

2. The art that you, the contributor, place on BuyDesignsOnline.com must be unique to our site.

The contributor agrees that the art on our site is not offered elsewhere for sale or by license.

3. That you will be available, by text or email, when a sale is made to make ready and to transfer

the art within 24 hours of the sale to the website administrator.

4. The art will be either vector format (illustrator), layered tiff or layered psd (Photoshop) file format.

Contributor provides the production file at the time of a sale.

5. The pattern will be provided in a seamless repeat (repeatable pattern) (if applicable).

6. You, the contributor, have access and rights to deactivate any art you have uploaded in BDO at any time and without notice to us.

We do not require a term commitment. Therefore, you remain in control of your art/designs.

NOTE:

You (the contributor) retain the copyright to the art and via this site the art may be licensed on a continuous basis.

PAYMENT:

Upon transfer of the art, you will be paid \$55.00 (USD per sale) within 15-45 days of sale depending on the payment terms we have

with the client/purchaser.

You can opt to receive payment by check or Paypal.

We have been in business for 10 plus years at

KimDesigns.com (Buy Designs Online's sister company) and have a perfect track record in taking care of our contributors.

IMPORTANT NOTE: Not every designer will see sales on a regular basis. It's a matter of offering designs that the client is seeking and being the designer that has the right art for their immediate needs. Buydesignsonline.com is very much an e-commerce platform.

Marketing:

We take our marketing very seriously – running email campaigns bi-weekly that are blasted to 15,000 folks in our email database.

Secondly, we do a "Art Director's Favs" email promotion biweekly and sometimes each week featuring the latest art to arrive at KD that week.

This "Art Director's Favs" goes out to our vast database of art buyers.

As for Social Media:

We use Twitter... Tweet Tweet: <u>https://twitter.com/</u> <u>artdirectorbdo</u>

And we have a presence on Facebook: <u>http://</u> www.facebook.com/buydesignsonline

Follow us on Instagram: <u>http://www.facebook.com/</u> <u>buydesignsonline</u>

Do you have art/designs that is just sitting around? Then why

not upload the designs into buydesignsonline.com?

Use this format to help us identify art quickly:

BDO_YourFirstName_DesignName.png

There is a **"VIEWS"** column within the buydesignsonline.com login area. The views number tells you how often that design/art has been clicked on/ enlarged. Additionally, we added a feature that will provide some feedback if your art is being shopped on a daily basis.

Every night, our server will email you if someone has shopped your art.

If a client enlarges your design for a better view, you will get notification from us.

The email will come in the middle of the night (here in USA time) and will look like this:

Hi Your_NAME

Oh Wow-Look who is shopping

you!

Today, a client viewed your artwork. (Shh.. please never contact the client directly. We are providing this information for your benefit & knowledge only) Design/s of interest are noted below. A Visitor to BuyDesignsOnline.com reviewed:



We hope this attention to your artwork results in a sale or new work assignment. And if it does, we will notify you immediately.

Thank you for lending your creative talents to <u>KimDesigns.com</u>.

Cheer,

Team KD/BDO

The newest designs show up in NEW DESIGN tab. Those designs loaded in the last two weeks land in this NEW DESIGN tab.

- Many clients go right to "what's new"...so you may want to spread out your design uploads to have some land there every two weeks.
- We expect everyone to be easy to reach by phone, text or email for pending sales.
- Please go into your account at <u>www.buydesignsonline.com</u> and let me know if we may text you if/when a sale arises for your art.

Clients want production files within hours of purchase.

WHEN A SALE OCCURS: We will email you, then call you if you do not respond to our email. Most clients want the production files ASAP so it's a hurry to reach you.

Other random notes on getting the client's eye:

Often, our clients are quick decision makers. They use the keyword search, they glance at results. They click on a few designs and then they buy.

Data shows us – our clients "know it when they see it" – and they really don't take much time to decide. It's pretty amazing.

What this says is that there will be a lot of designs with no views, but that doesn't mean that the very next day – a client won't login, shop for about 3 minutes and buy a design. Remember the VIEWS count only captures when a client enlarges the design for view.

BUYDESIGNSONLINE Designs RESOURCES:

Need to send us a large file? <u>Click here</u> to upload - it will be delivered to us!

Insight on copyrights for textile designer: <u>http://</u>

mykimdesigns.com/COPYRIGHT_Textile_Design.pdf

Insight into what copyrights mean for the client: <u>http://</u> <u>mykimdesigns.com/COPYRIGHT_Client.pdf</u>

Let us know if we can support you in any way by making your life as a contributor at **BUYDESIGNSONLINE** any easier. We are totally okay with you having other agents and representing yourself as well.

Confused? If so, email us!

artdirector@buydesignsonline.com