



Office of Marketing and Communications

# **AmeriPrint Storefront Account Setup**





# Account Setup

- Please click the link below to begin:

<https://ulm.myprintdesk.net/DSF/Smartstore.aspx#!/CategoryHome/42>

A screenshot of the AmeriPrint website. The top navigation bar includes links for HOME, CONTACT US, HELP, ENGLISH (UNITED STATES), and LOGIN. The main header features the AmeriPrint logo (PRINTING AND IMAGING Signs \* Printing \* Promotions), a search bar with the text 'Search Product', and a shopping cart icon showing '(0)'. Below the header, the page is titled 'UNIVERSITY OF LOUISIANA MONROE'. On the left, there is a sidebar with 'All Categories' and 'EFI PRINTMESSENGER' sub-category, listing 'WINDOWS (32BIT)', 'WINDOWS (64BIT)', and 'MAC'. The main content area displays a large version of the University of Louisiana Monroe logo. At the bottom, the footer contains the text 'Powered by EFI MarketDirect StoreFront v11.4.0.24946a', '© 2004-2020 Electronics For Imaging, Inc.', and links for 'Terms &amp; Conditions' and 'EFI Productivity Suite'.



# Account Setup

- Click "Login" in the upper right corner.
- Click Register

**Login** ×

User Name

Password

[Login](#)

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New User? [Register](#)



# Account Setup

- Fill in the form below.

The screenshot shows the 'CREATE AN ACCOUNT' form on the AmeriPrint website. The form is titled 'CREATE AN ACCOUNT' and is located on the right side of the page. The AmeriPrint logo is visible at the top left of the page, and a search bar is at the top center. The form fields are as follows:

| CREATE AN ACCOUNT          |                                   |
|----------------------------|-----------------------------------|
| <b>Contact Information</b> |                                   |
| * First Name               | Marketing                         |
| * Last Name                | Communications                    |
| * Email                    | omc@ulm.edu                       |
| Phone Number 1             | 318-342-5440                      |
| Phone Number 2             |                                   |
| Fax Number                 | 318-342-5446                      |
| Title                      |                                   |
| Company                    | University of Louisiana at Monroe |



# Account Setup

- Fill in the form below.

|                         |  |
|-------------------------|--|
| 318-342-5446            |  |
| Title                   |  |
| Company                 | University of Louisiana at Monroe      |
| Department              | Office of Marketing and Communications |
| Cost Center             |  |
| Address Line 1          | University Library 605                 |
| Address Line 2          | 700 University Avenue                  |
| Address Line 3          |  |
| Country                 | United States                          |
| * Zip/Postal Code       | 71209                                  |
| * City                  | Monroe                                 |
| * State/Province/Region | LA - Louisiana                         |

## PLEASE NOTE

- Address line 1 is your physical office location on campus
- Address line 2 is always, 700 University Avenue
- If you are on campus, your zip code is always, 71209
- If you are off campus, use the zip code that pertains to your area



# Account Setup

- Fill in the form below.

## HELPFUL HINTS

- For convenience, use your email address before the "@" as your username.
- **DO NOT USE THE SAME PASSWORD THAT IS USED FOR YOUR ULM EMAIL ACCOUNT.**

**Account Information**

\* User Name

\* Password

\* Re-enter Password

\* Secret Question

\* Security Answer

\* Enter the code shown below

G6FC4



# Account Setup

- Fill in the form below.

Choose Facility

Please click here to choose/change your facility

By clicking the Submit button, you agree to [Terms and Conditions](#)

## HELPFUL HINTS

- Choose this facility

Print Shop

Sort By: Name (Ascending)

Search By: search by print shop name or address

|   |   |  |
|---|---|--|
| <input type="radio"/> <b>AmeriPrint LLC</b> | 2729 N Causeway Blvd<br>Metairie<br>LA<br>70002<br>504-872-0056 | Sun Closed<br>Mon-Fri 8:00 AM-5:00 PM<br>Sat Closed<br>Current Print Shop Time<br>2/9/2021 10:22:15 AM |
|---|---|--|

Total Records: 1 | 10 Per Page | Page 1 Of 1



# Account Setup

- **You should arrive at this screen and your registration is complete.**



Thank you, your account for online copy submission has been successfully created.

An e-mail confirmation has been sent to the e-mail address you provided.

[Get Started](#)