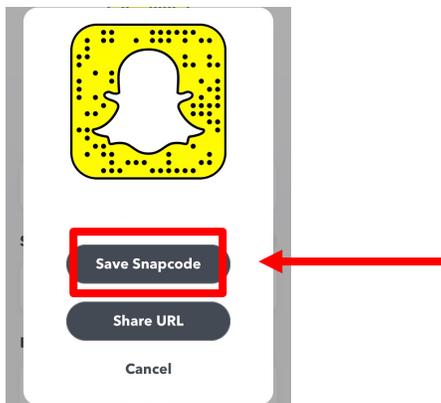


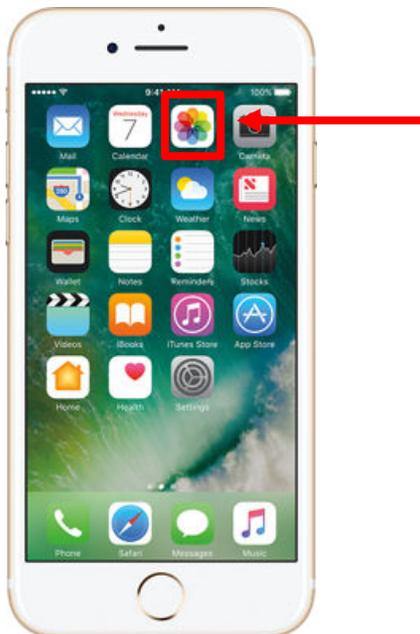
SNAPCHAT CODE INSERTION

Follow the steps to below to insert your personalized Snapchat Code into a document.

1. On your unlocked mobile device, open the Snapchat app
2. On the top left corner, click on your bitmoji/profile icon
3. Click on your profile icon/bitmoji to enlarge it
4. Select “Save Snapcode” to save your snapcode in your photos



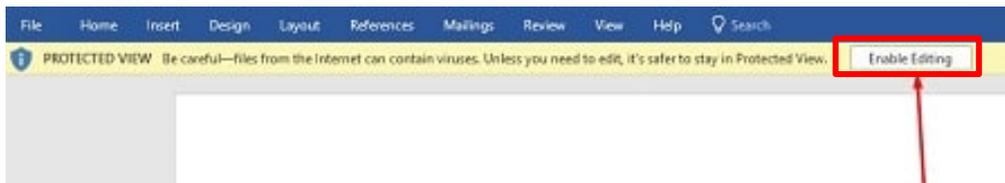
5. Go to your photos, select the snapcode and email it to yourself



6. Once you receive the email, download the photo and save it on your desktop

SNAPCHAT CODE INSERTION

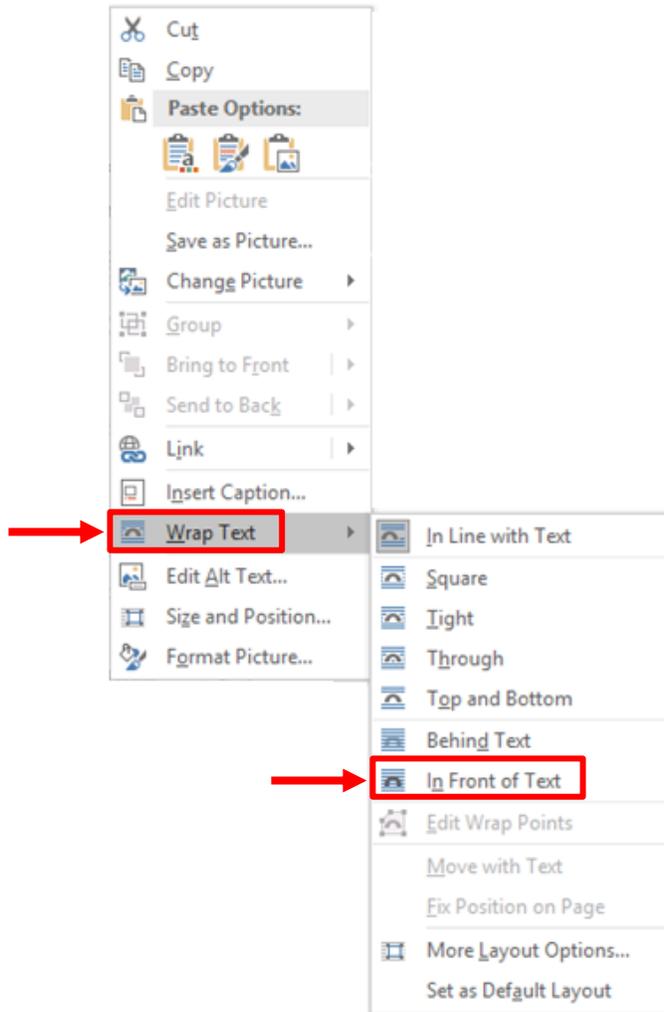
7. On your MRI device, download the document from the Recruiter E-Toolbox
8. Select the “Download” option in the upper righthand corner
9. Once downloaded, click on the file at the bottom left of the screen
10. Open the poster/flyer file and click on “Enable Editing” at the top



11. Scroll to the bottom and locate the “Insert QR Code” box
12. From the main toolbar, select the “Insert” tab
13. From the “Insert” tab, select “Pictures”
14. Select the Snapcode file from the desktop location
15. Once inserted into the document, click onto the Snapcode
16. From the main toolbar, select the “Format” tab
17. At the far right, enter “1” into the “Height” box
18. With the Snapcode now inserted and sized appropriately, right click on the Snapcode
19. From the dropdown menu, select “Wrap Text”

SNAPCHAT CODE INSERTION

20. Within the “Wrap Text” options, select “In Front of Text”



21. Click onto the Snapcode and drag to place over the “Insert QR Code” box

22. Save the document and once saved, print the document with the number of copies needed

23. Select “Yes” from the pop-up box stating the print area is outside the margins