WesleyNet.com

New 2013 Website and e-Catalogue

Submission Guide for Advertisers

アジアの日系企業をサポートする



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Overview

[1] Objective

WesleyNet.com created this **Submission Guide for Advertisers** as a handy guide in the preparation of your submission materials. Please adhere to the guidelines to ensure the optimal display and performance of your company's listing.

[2] Overview

This guide outlines the submission requirements for the following:

- (a) File format for Text submission
- (b) File format for Image submission
- (c) Image size for individual page sections

Submission Formats

All submissions made in [1] and [2] should follow the format and layout specified by WesleyNet.

[1] Text

All text submissions should be made in one of the following file formats:

- (a) Microsoft Word
- (b) Adobe PDF
- (c) Microsoft Excel
- (d) Microsoft Powerpoint

Please ensure all text is editable. (i.e. text must not be embedded in an image file.)

[2] Image

You may include supplementary images in your text submission for our reference.

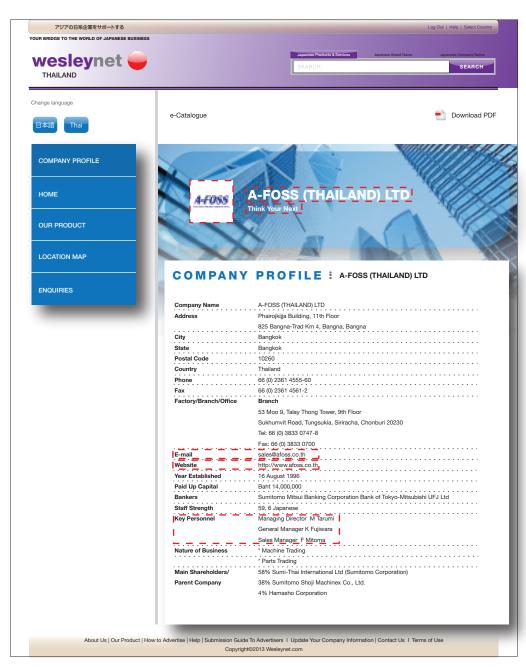
However, the same image should also be submitted separately in one of the following file formats:

- (a) JPEG
- (b) PNG

Please name each image with a relevant title. (e.g. Our Products_hydraulic pump.)

Advertisers who prefer to submit your own customised page design should make your submission in **HTML format**.

Guidelines for Company Profile Page



Company Logo: Min. 72 dpi

100 x 100 pixels

Company Name: Please provide official registered name.

Company Tagline / Slogan

Email: Max. 3 email addresses.

Website: Max. 3 websites.

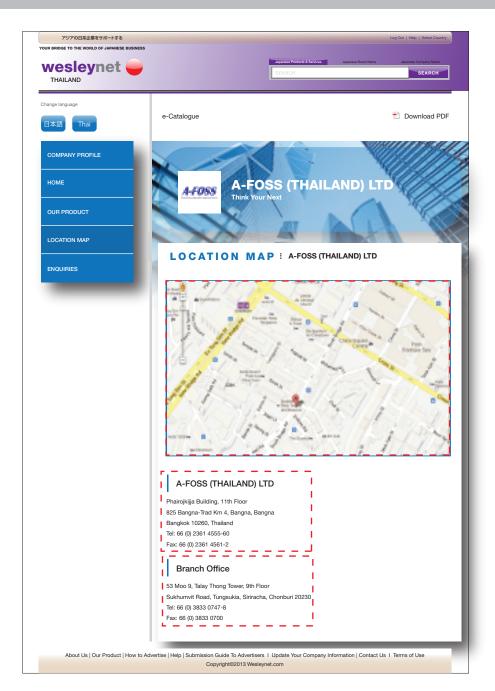
Only the 1st link will show up in search results.

Key Personnel: Max. 12 personnel.

Please enter names in the order in which you want them to appear (from top to

bottom).

Guidelines for Location Map Page



Google Map: Provide URL

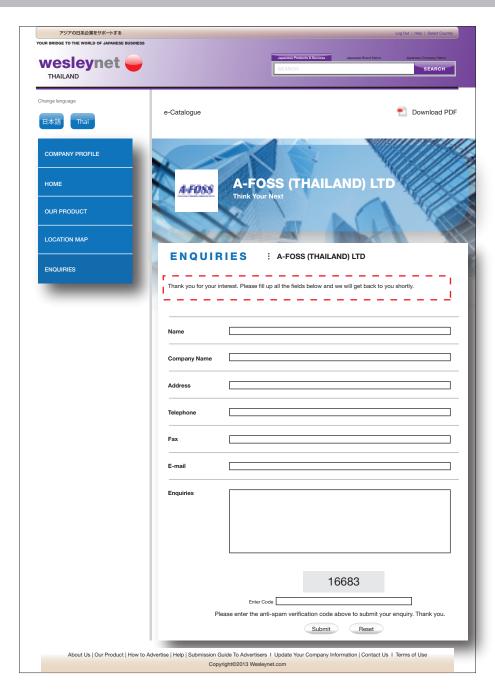
Head Office:

Name, address, telephone and fax no.

Branch Office:

Name, address, telephone and fax no.

Guidelines for Enquiries Page



Text to invite interested parties to contact your company. (Default text also provided)

Guidelines for Other Pages (Centralised Design)



Page Name

Header

Introduction

Image: Min. 72 dpi 400 x 240 pixels

Caption Contents

Guidelines for Other Pages (Side Design)



Page Name

Header

Introduction

Title

Contents

Image: Min. 72 dpi

220 x 220 pixels

Guidelines for Other Pages (Grid Design)



Page Name Header Introduction

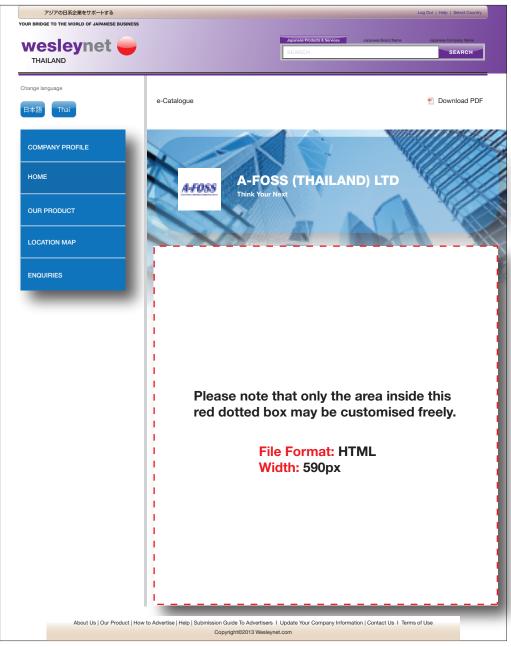
Image: Min. 72 dpi 230 x 160 pixels

Title

Contents

Guidelines for Other Pages (Own Design)

Alternatively, advertisers may submit your own page design in HTML format.



End of Submission Guide

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Thank you for choosing Wesley. For enquiries, please contact us at Tel: +65 6742 7980 Email: customer@wesleynet.com