

# LOUISIANA DIRECT SEAFOOD

Your Freshest Catch

## How to Sign Up as a Seller

1. Click on 'Seller Registration' in the black footer menu (very bottom of the site's home page) →

2. Fill out information as required, clicking on agreeing to terms and newsletter sign-up; then click 'Submit'.

3. This takes you to the Commercial Profile set-up. Important fields to fill in:

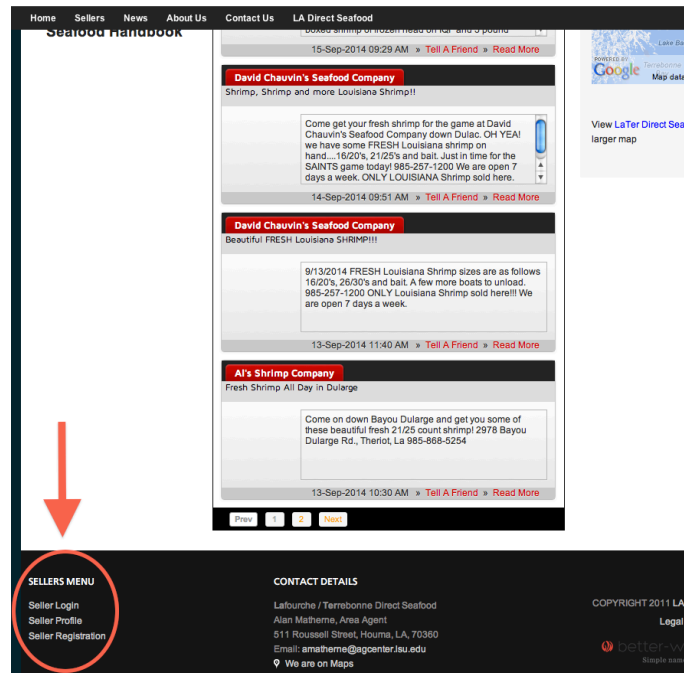
- Address
- Supplier Type (Fisher)
- Products (choose species you sell)
- Payment Options
- Port Location (main city)
- Commercial fisher (check if yes)
- Packaging options (how fish, shrimp is sold; most people put customer ice chest)
- About Me
  - VERY important to put description of fisherman, what offer, anything unique,
- Delivery Available (check if yes)
- Minimum Order
- Years in Business
- Vessel Name
- Preferred Method of Contact: Phone, Cell, Email
- Website URL

> Click 'Submit'

4. Review your profile, and what it will look like. Click the blue 'Edit' button over where the photos should be to edit.

- While here, you can also post a Fresh Catch; click the Fresh Catch Notices tab at top with headline & description.
- Also recommend here to click the Update User Profile tab and add in work number & email.

> Log out (in orange bar) when complete.

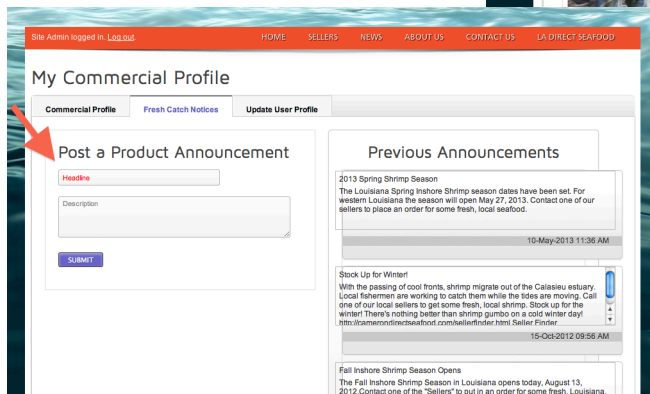
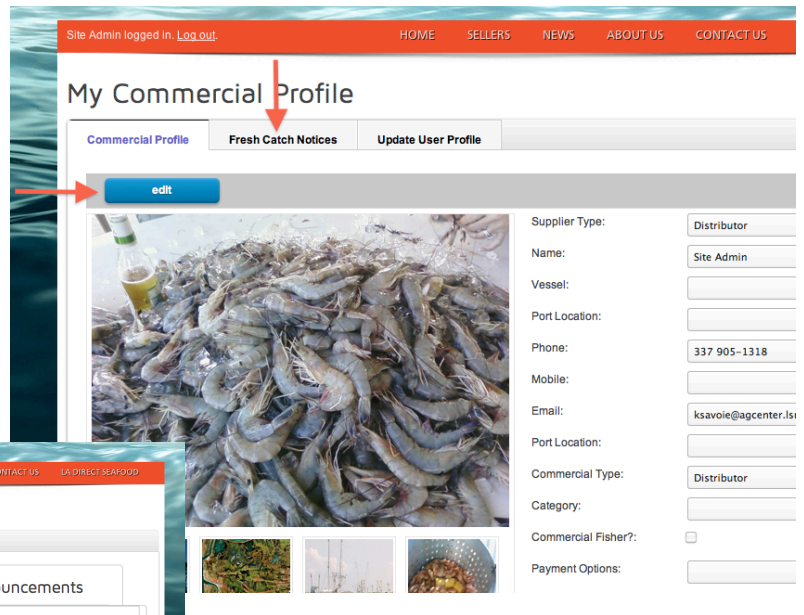


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## Adding A Fresh Catch Message

1. Click Seller Login in black footer bar at bottom of home page, using username/password chosen during profile creation.
2. Click on 'Fresh Catch Notices'.
3. Enter a headline and full description.
4. Click 'Submit'.



## Editing Your Profile

1. Login to your profile by clicking 'Seller Login' in the footer bar.
2. Click on 'Edit' button (see top photo on page).
3. Update / add new information
4. If uploading a picture, make sure the picture is less than 600 pixels in height. If you need help in doing that, do a search on Google about how to resize pictures and you will find lots of information.
5. Click 'Submit' to save.