



Simple steps to get started . . .

www.e-churchbulletins.com is a user-friendly site that allows you to manually download a complete PDF bulletin file for posting to your parish website or for archiving.

- To download a complete copy of your bulletin, ads included:
- Visit www.e-churchbulletins.com
- Key in your six-digit bulletin number
- Click once on the PDF bulletin file displayed
- The complete PDF bulletin (including ads) will open, simply click the SAVE icon at the bottom of the screen or FILE > SAVE AS to select a directory on your computer and save this file.

You may then copy and paste this file into a directory that you or your webmaster uses for storing bulletins on your website.

Another simple way to add the bulletin file to your website is to copy a link to the bulletin. Here is an example (note: you will need to change the bulletin number in the sample to **your** six digit bulletin number for the link to point to your bulletin.)

www.e-churchbulletins.com/bulletins/111111.pdf

Once the link is added to your website, the bulletin file will be updated each week with the current Sunday issue. It is that simple!