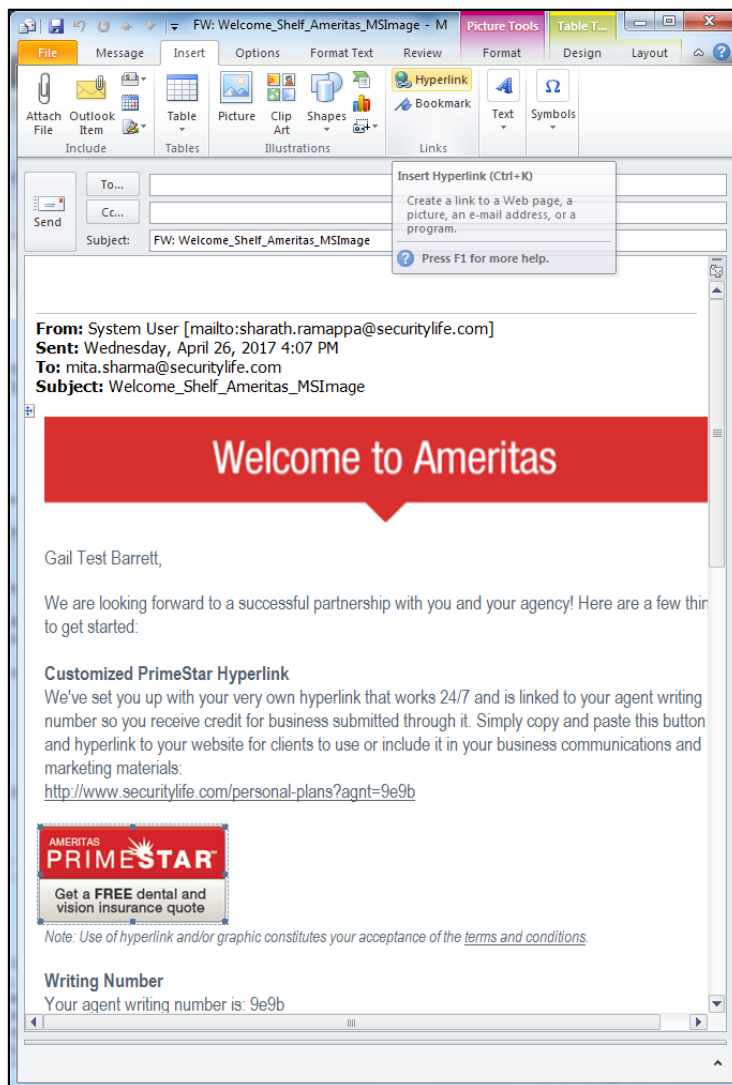


Tutorial: Attaching your unique agent hyperlink to the PrimeStar® button

For Outlook

1. Insert the PrimeStar button image into the body of your email
2. With the image selected, navigate to the Insert tab and select Hyperlink
3. Paste your unique hyperlink in the address bar under Existing File or Web Page as shown in the screen shot. Then click OK.
4. Save the email as a draft, so you can reference it to copy and paste the image whenever you need to use it.



Tutorial: Attaching your unique agent hyperlink to the PrimeStar® button

The screenshot shows a Microsoft Word window titled "FW: Welcome_Shelf_Ameritas_MSImage - M". The ribbon is set to "Format" with the "Hyperlink" group selected. Below the ribbon, the "Send" button is visible, and the subject line reads "FW: Welcome_Shelf_Ameritas_MSImage".

The email header in the document reads:
From: System User [mailto:sharath.ramappa@securitylife.com]
Sent: Wednesday, April 26, 2017 4:07 PM
To: mita.charma@securitylife.com

The "Edit Hyperlink" dialog box is open, showing the "Link to:" section with "Text to display: <<Selection in Document>>". The "Look in:" dropdown is set to "My Documents", and a list of folders is displayed, including "Access", "Attachmate", "backups", "Canada Visa", "ckeditor", "Custom Office Templates", "Documents for SmartOffice", "Excel", "Fiddler2", and "IBM". The "Address:" field contains the URL "http://www.securitylife.com/personal-plans?agnt=9e9b".

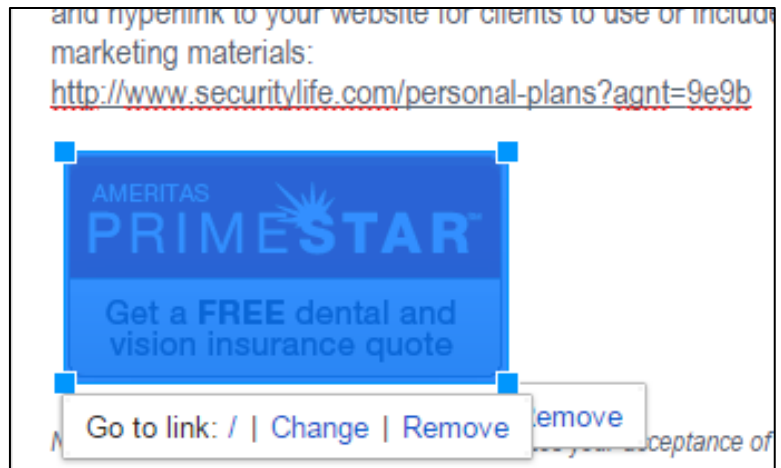
Below the dialog box, the text "and hyperlink to your website for clients to use or include it in your business communications and marketing materials:" is followed by the URL "http://www.securitylife.com/personal-plans?agnt=9e9b".

At the bottom, there is a red and white logo for "AMERITAS PRIMESTAR" with the text "Get a FREE dental and vision insurance quote" below it.

Tutorial: Attaching your unique agent hyperlink to the PrimeStar® button

For GMAIL

1. Insert the PrimeStar button image into the body of your email
2. Select the image by dragging the cursor and wait until it is blue, like the screenshot shown
3. With the image selected, navigate to the Insert tab and select Hyperlink
4. Click on Change and enter your unique agent hyperlink in the Web Address bar that appears
5. Click OK and the image will be hyperlinked
6. Save the email as a draft, so you can reference it to copy and paste the image whenever you need to use it.



Edit Link ✕

Text to display:

Link to:

Web address

Email address [Test this link](#)

Not sure what to put in the box? First, find the page on the web that you want to link to. (A [search engine](#) might be useful.) Then, copy the web address from the box in your browser's address bar, and paste it into the box above.