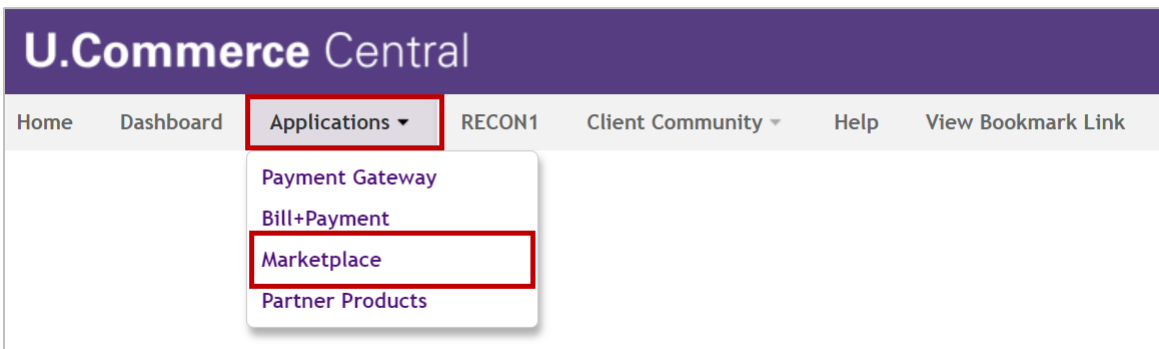


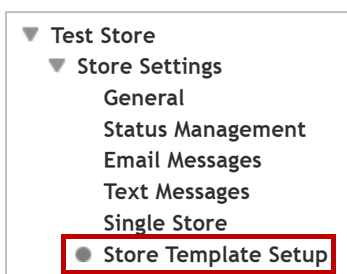
Store Template Setup Job Aid

The purpose of this job aid is to provide instructions for adding content to a Store Template.

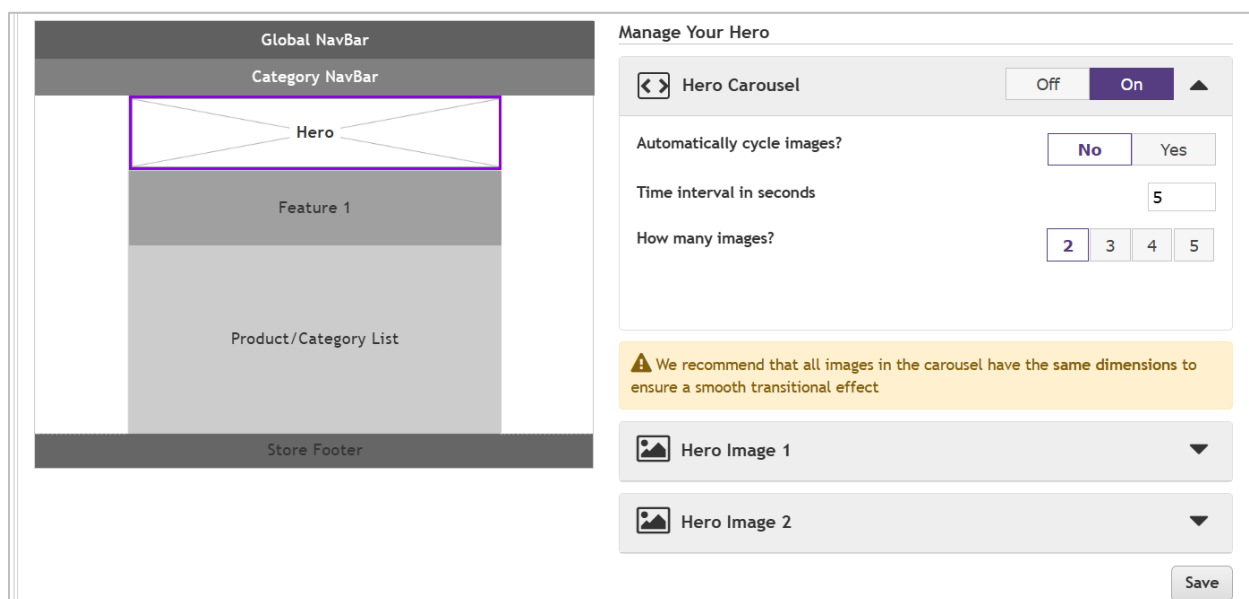
1. From the main menu bar, click **Applications > Marketplace**.



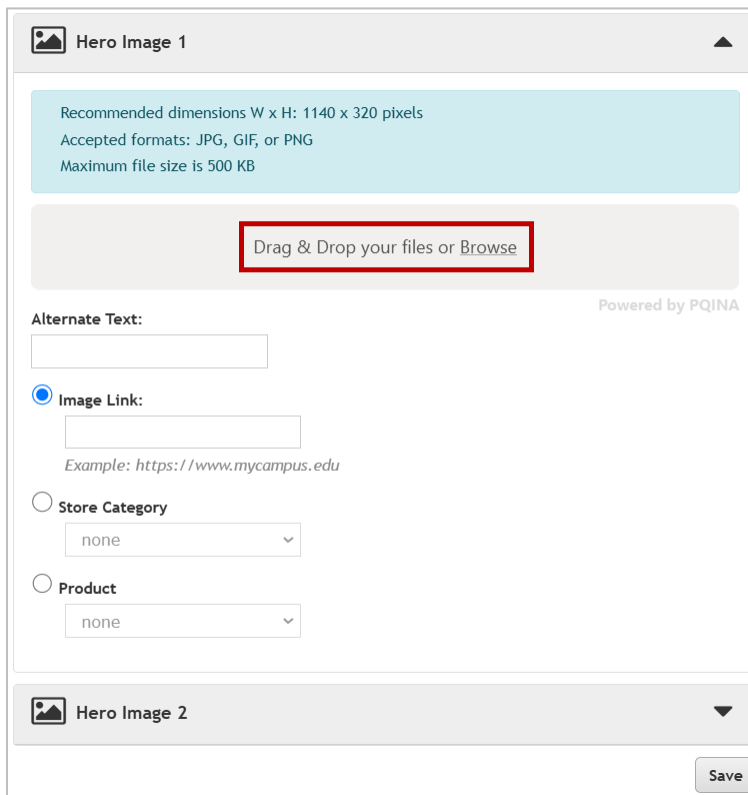
2. From the Navigation Menu, click **Merchant Name > Store > Store Settings > Store Template Setup**.



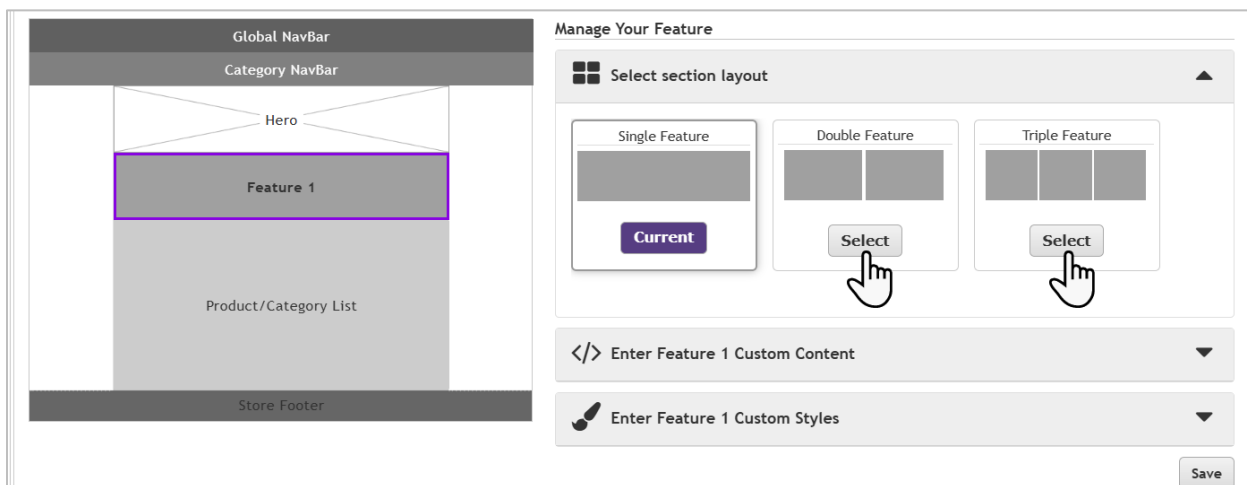
3. A page will display directing the user to customize the **Hero Carousel**. The Carousel can be turned Off/On. The Hero Carousel can be customized to cycle images after a specified interval. More than one image can be added to the Hero Carousel.



- Click the dropdown arrow to expand the Hero Image(s) sections. Upload an image, then update the settings for the image. Repeat for each Hero Image, and then click **Save**.



- The Feature layout can be changed to allow for further customization. The default is Single Feature. Click **Select** on Double Feature or Triple Feature to change the section layout.



The Content and Style for the Feature can be personalized by expanding the sections below the layout selections. Click **Save** at the bottom of the page.

If using the Double or Triple Feature layout, click each Feature to customize content and style.

6. **Product/Category List** Headings can be turned Off/On. The Labels can be customized.

7. The **Store Footer** can be customized to add Contact Us information as well as Return Policy Content and Shipping Rate Info. Click **Save** at the bottom of the page.

For additional assistance, please contact OIT: UTAMarketPlace@UTA.edu.