Social Business Card

Instructions for Use

1. Open the publisher file and edit the text box containing social media account information to include yours. You can delete and replace the social media icons as you like.

2. Replace the photo by right-clicking the current photo and choosing “Change Picture.”

You can then choose a photo from your computer to insert.

3. You can replace the QR code by the same method, but you must first have a QR code to insert. Below are a couple easy ways to obtain a QR code:

a. Download a QR generator add-on for your current browser. (I have found that

[Google Chrome’s](https://chrome.google.com/webstore/detail/cicimfkkbejhggfjaabggafffgdnjgjp) is simplest to use.) A QR generator add-on allows you to create a QR code for any webpage you are on by simply right-clicking the page and selecting “Generate QR Code.” You can use this method if you want to include a QR code that will take someone to your blog, Facebook page, or county website, etc.

b. Create an account with an online business card app or website, such as

[JumpScan](http://www.jumpscan.com/), that automatically generates a QR code for your profile. (The template QR code is generated from JumpScan and takes you to my online business card profile as an example.)

4. After you have finished editing the card, you are ready to print! You can print multiple

cards per sheet on cardstock, and be sure to print front to back.

5. Use your card to hand out at events, Fair, during programs, while attending a conference, etc. to an audience that you might feel you would be able to engage with online. Parents and teens are two groups that are constantly getting their information online and utilizing various social media tools.