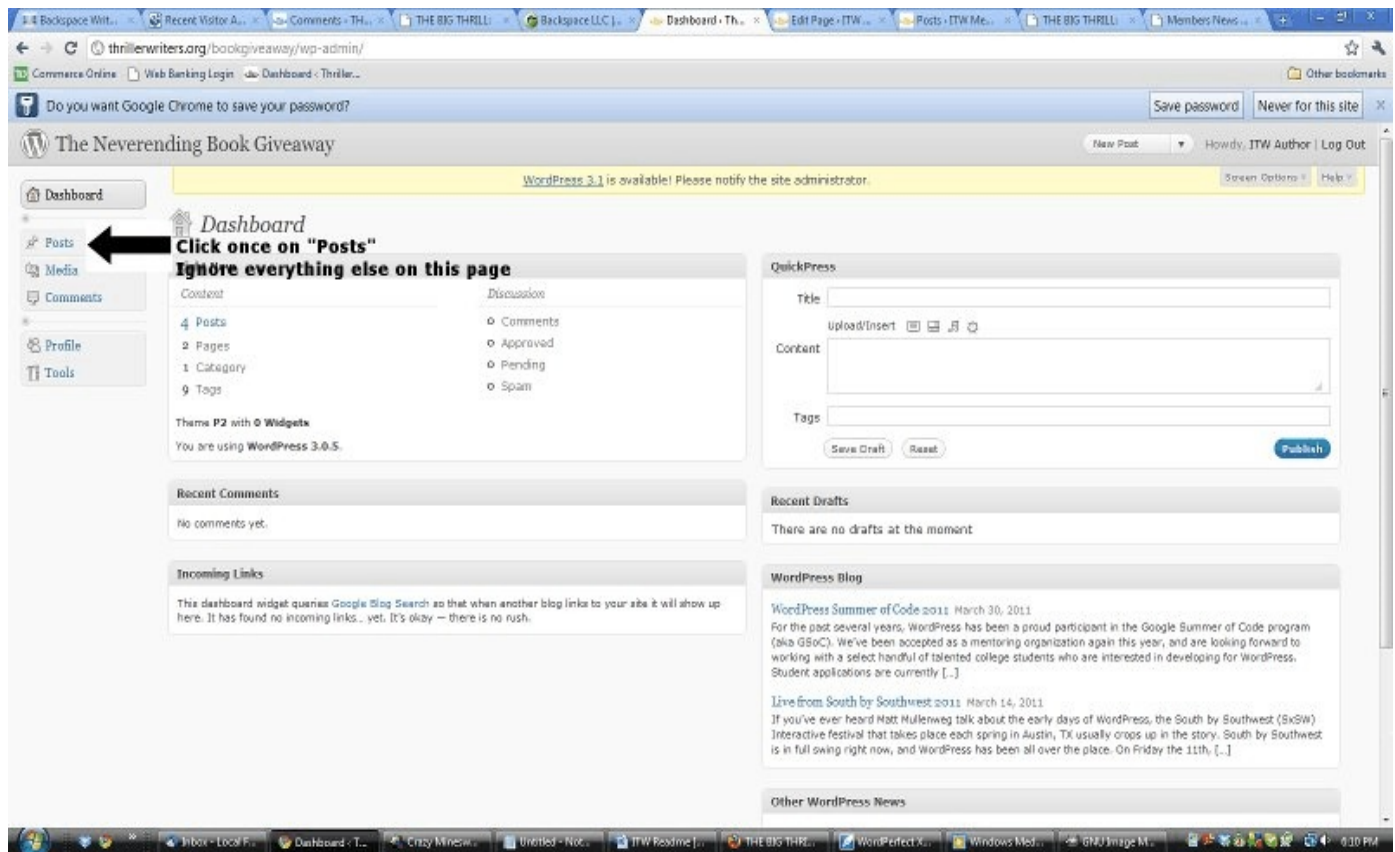


How To Post Your Book Contest to THE BIG THRILL's "Neverending Book Giveaway"

Go to: http://thrillerwriters.org/bookgiveaway/?page_id=5&loggedout=true

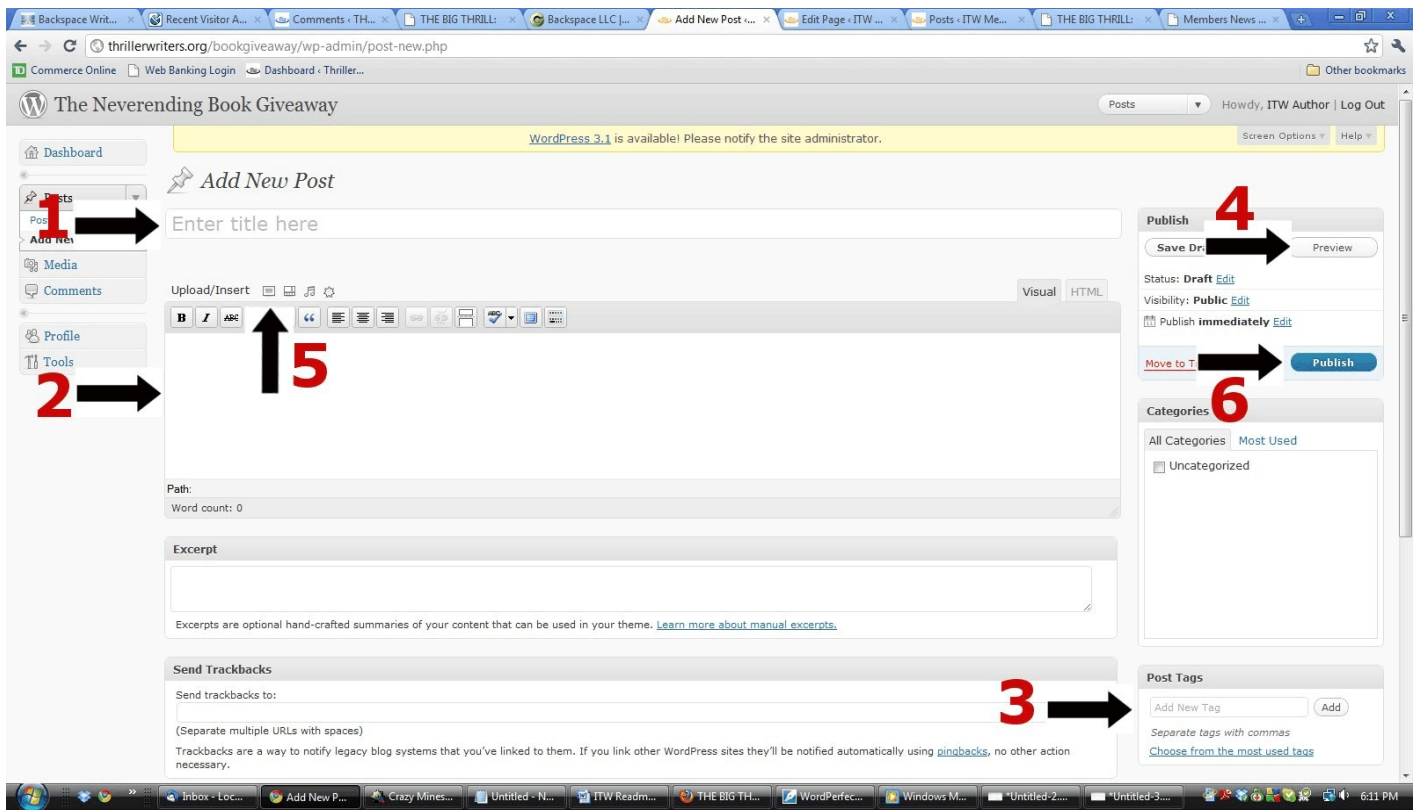
Log in with username: ITW Author; password: thriller2011

Click on "Posts" at the left side of the screen.



Click on "Add New."

You will see the following "Add New Post" screen. The 6 numbers in this screenshot correspond to the 6 numbered steps below:



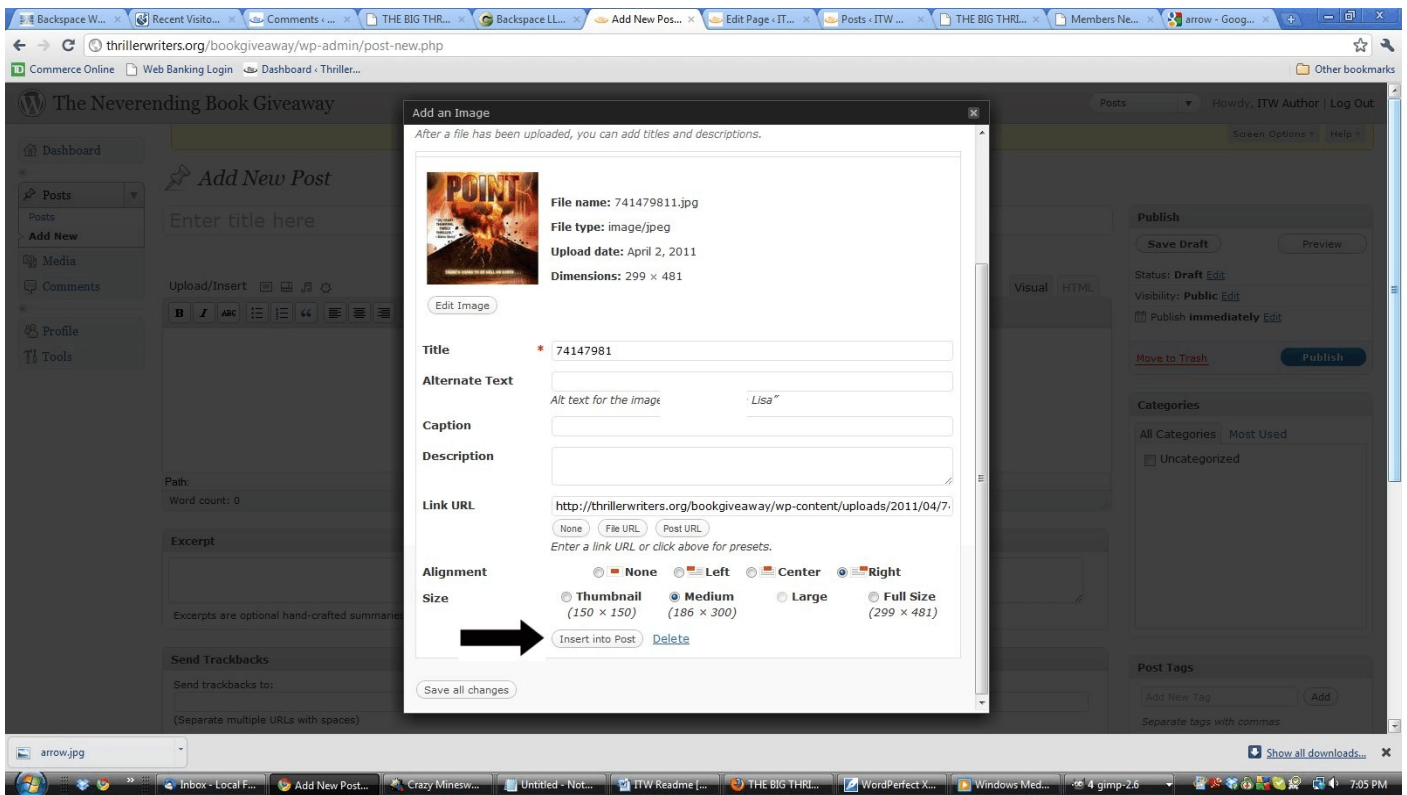
- 1 – Enter a title for your post. Be sure to include the name of your book and your byline, such as “BOILING POINT by Karen Dionne”
- 2 – Enter your contest details, including the number of copies for giveaway, a *brief* description of your book and a short blurb, and your website address. Be sure to include a start and a finish date for your contest. We recommend two weeks.
- 3 – Enter “tags” for your post (optional). Tags will help Google find your post when you assign it keywords, such as your book title, your name, and the book’s subject matter.
- 4 – To see what your post will look like, click on “Preview” at any time.
- 5 – To add a cover image of your book from your computer or from a website, place your cursor at the beginning of the first paragraph of text; then click on the “image” icon (the small gray box next to the words “Upload/Insert” indicated by the # 5 arrow in the screenshot above).

An image dialog box will open with two options: “From Computer,” or “From URL.”

To add an image from your computer, click on “Select File,” choose the image from your computer’s hard drive, and click “Open.” The file will upload automatically.

In the image options screen which appears when the upload is complete, select “right alignment,” and “medium size.” You may add “Alternate Text,” such as your book title and byline, and you may change the default link, which is where the image now resides, to a link to your website.

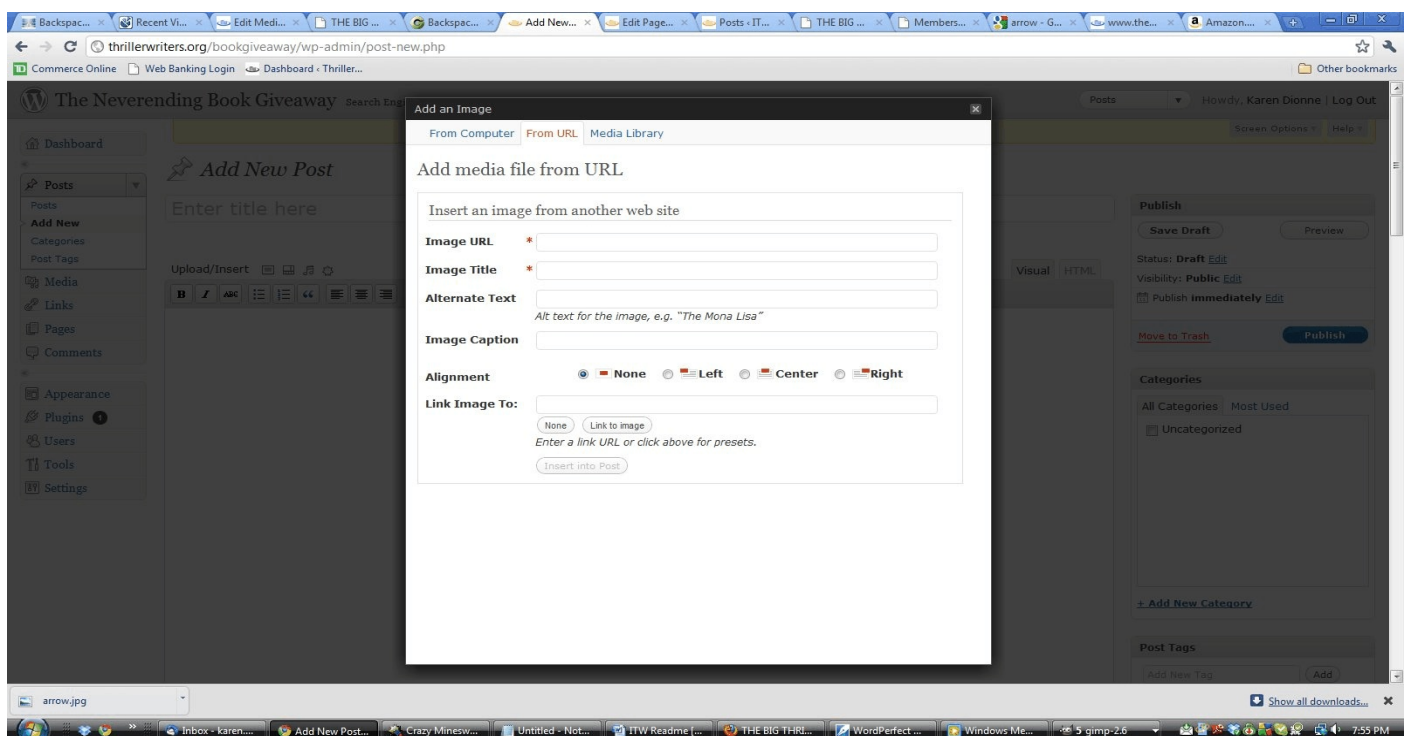
Click “Insert into Post” (black arrow in the screenshot below).



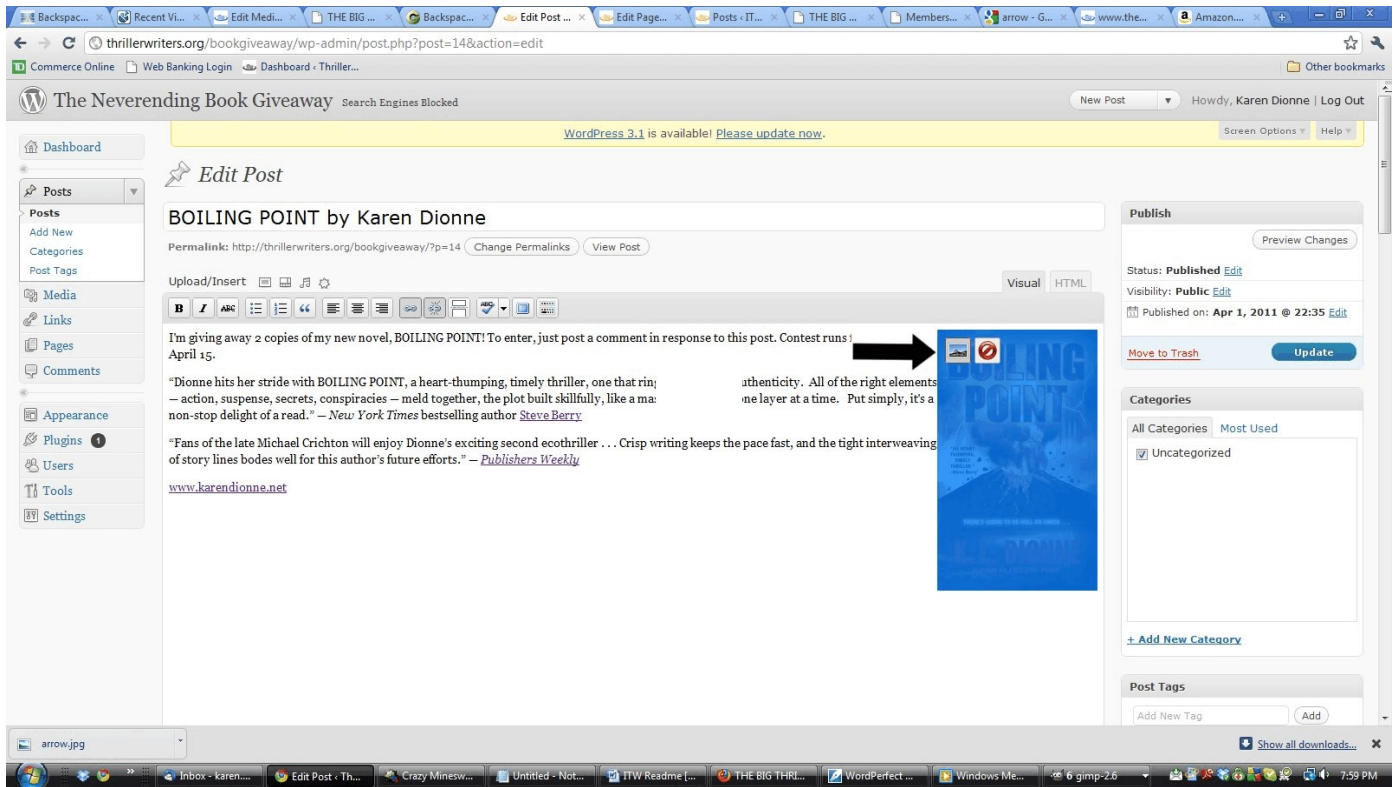
To add an image from the Internet, such as your book’s Amazon or publisher’s page, click on “From URL” and enter the image’s website address. This is obtained by right-clicking on the image, selecting “save/copy image url” option in the drop-down menu, and then pasting the saved url into the “Image URL” line in the image dialog box as seen below:

Enter a title for your image, (your book title and byline), add a link to your website if you wish, and choose “right alignment.”

Click “Insert into post.”



Once your image has been inserted into your post by either method, **if the image is too large**, you can change the size of the image by clicking on it, then clicking on the blue “scenery” icon that appears at the top left of the image (indicated by the black arrow below).



In the image editing box which opens next, choose “Advanced Settings.” You can change the size of your image by selecting a percentage by which the image will be reduced, or you may enter the dimensions directly in the “Width” and “Height” boxes. We recommend an image approximately 99 pixels wide, and 150 pixels high.

Click on “update” at the bottom left of the image box to save your new image settings.

Once your image has been inserted and sized, preview your post again (4 in the “Add New Post” screenshot above). When you’re satisfied, **click on “Publish”** (6 in the “Add New Post” screenshot), **and you’re done!**

To select a winner:

Go to http://thrillerwriters.org/bookgiveaway/?page_id=5&loggedout=true and log in as username: ITW Author, password: thriller2011

Click on “Posts” at the top left; then find yours by scanning the list of posts, or by entering the title of your book in the “Search Posts” box (above the list of posts at the right).

Click on the title of your post, then scroll to the bottom of the editing screen to see the comments. Choose one, and use the associated email address to notify the winner and make arrangements to send your book.

Please remember that this is YOUR contest; prize fulfillment is your responsibility.

Once you have chosen the winner, announce their name and offer congratulations by replying to your original post on the “Neverending Book Giveaway” page on THE BIG THRILL website.

<http://www.thebigthrill.org/giveaway/>