Media Guide to Brandfolder & disneyconnect.com

The following document is an overview of how to download assets on our new site, disneyconnect.com

Table of Contents

Ι.	Logging Into Brandfolder		
<i>II</i> .	Navigating to the Press Sites		
<i>III</i> .	III. Downloading Photos & Videos From disneyconnect.com		
IV. Downloading Media Kits From disneyconnect.com			
V.	Navigating Brandfolder	7	
Α	. To navigate Brandfolder by company segment:	7	
VI.	FAQs & Support	8	
Α	. FAQs		
В			

I. Logging Into Brandfolder

To access assets through disneyconnect.com, you first must be signed into Brandfolder. Brandfolder is our new system for delivering media assets.

Go to <u>https://brandfolder.com/signin</u> and sign-in using your credentials. This will ensure that you are able to access assets through disneyconnect.com.

II. Navigating to the Press Sites

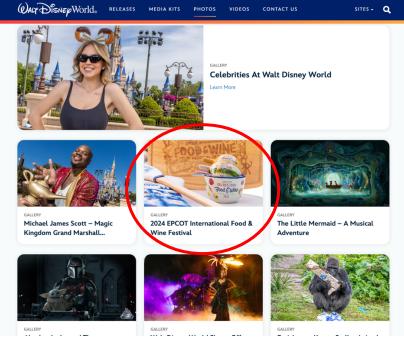
On the right of the disneyconnect.com navigation is a **sites dropdown**. Hovering over this menu will reveal another menu, with links to each press site. This menu will allow you to toggle between the different businesses.



Note: The "News" tab is for news about Disney Experiences and doesn't contain any press resources.

III. Downloading Photos & Videos From disneyconnect.com

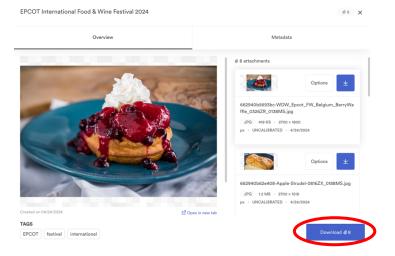
1. Once you've navigated to a press site, click the "Photos" or "Videos" tab on the menu. There will be a page of assets. Click the asset that you would like download.



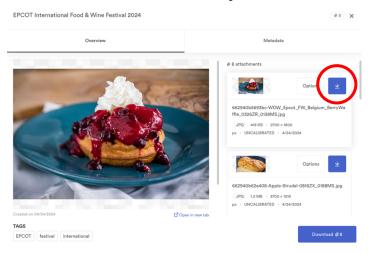
2. Each Photo or Video asset on disneyconnect.com has a blue **Download** button. Click this button.



- 3. This will open the asset in an external site: Brandfolder.
 - a. To download all the assets, press the blue download button at the bottom.

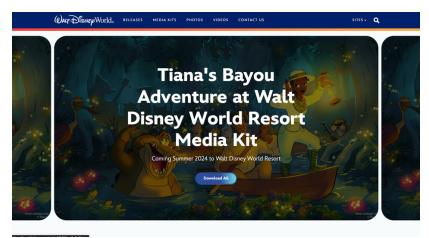


b. To download assets individually, use the blue down arrow next to the asset.



IV. Downloading Media Kits From disneyconnect.com

1. Click the "Download All" button to open the kit in Brandfolder



2. To download all the assets in the media kit, press the blue **Download All** button.

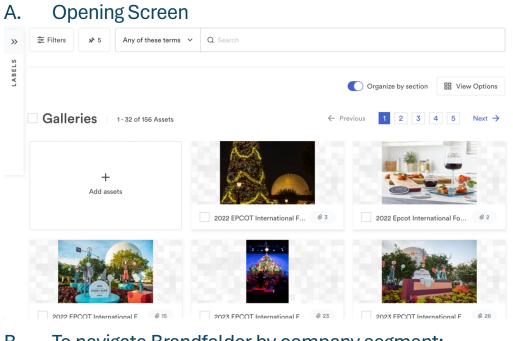
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3. To download individual assets, click on the asset and press the blue **Download** button.

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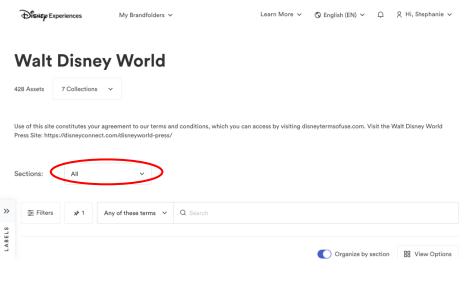
V. Navigating Brandfolder

This section outlines how to navigate the assets within Brandfolder.



B. To navigate Brandfolder by company segment:

1. Scroll Up to the **Collections** drop down:



2. Open the dropdown and select the segment you wish to view:

	428 Assets	7 Collections 🗸	
Use of this site Press Site: http		Q Search Collections	s, which you can access by visiting disneytermsofuse.com. Visit the Walt Disney World
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		• 😚 Disney Signature Experiences	
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VI. FAQs & Support

A. FAQs

1. Does registering give me access to all Disney news sites?

Yes, you will have access to assets on each of the press sites upon completing registration.

2. If I don't have access to a news site, how can I request access?

Please fill out our request form.

B. Support

If you need additional support, please reach out to the appropriate site team:

- Walt Disney World: <u>WDW.Public.Relations@disney.com</u>
- Disneyland Resort: <u>DLR.Public.Relations@disney.com</u>
- Disney Signature Experiences: <u>dse.news@disney.com</u>
- Disney Cruise Line: <u>dcl.news@disney.com</u>