

HOW TO USE REBRAND.IO

A Handy User-Guide That Walks You
Through Each Step Of The Process

by Nick JAMES & Chris HARRIS



Your Rebrand.io Userguide

Version 1.002-1

May 2019

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Published by:

eShowcase Inc.
10785 West Twain Avenue
STE 102
Las Vegas, Nevada 89135
United States

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1.0 Introduction.

1.1 What Is Rebrand.io?

Rebrand.io is software for rebranding PDF eBooks, publications and documents for your affiliates, customers and members of a membership website, by automatically inserting their details into the PDF.

1.2 What Information Can I Add?

For customers you can add their first and last names and other detail, that you collect, wherever you wish in the document.

If you have a membership website, you can also incorporate membership details into any publication.

For affiliates you can incorporate their first name, last name, email address and their own affiliate links. Also, you can incorporate the URL of a website that they may want to link to.

The details may be placed anywhere you want within the eBook. including in the header and footer of the document.

This means, for affiliates, you can add a Viral or Reach element to the eBook or publication.

Remember you can add any personalised information that you ask for and the person provides you with.

1.3 What Format Is Used to Add the Personalization Detail Collected?

A form of '**Merge Field**' is used to add the personalization detail into a MS Word® document prior to the conversion to a PDF. This is explained in section 2.

1.4 Is There A Limit on The Number of Items That Can Be Added?

There is no limit to the number of items that can be added or repeated; however, the more you add, the longer it will take for the PDF to be produced.

1.5 What Format Does Rebrand.io Come In?

There is a cloud-based system or SaaS for ordinary websites and a WordPress plugin (recommended) for self-hosted WordPress users. You have access to both of these. The WordPress plugin has slightly more facilities than the SaaS version.

1.6 How Many Websites / Pages Can Rebrand.io Be Used On?

The number of times you can use your License Key and the cloud-based SaaS combined is indicated on your invoice.

2.0 Preparing MS Word® Documents for Use with Rebrand.io

2.1 Before We Begin

It's important to understand that THE KEY to successful Rebrand.io projects is to prepare the MS Word® Document correctly.

For the entirety of this user guide we will be referring to .docx files as created by MS Word® from within the Microsoft Office® range of software products. Whilst we are aware that there are other alternative software programs available for creating .docx files it is recommended that you use MS Word® and not Libre Open Office or other such alternatives.

2.2 Starting with A Simple Test Document

When starting to use any new solution it is best to start simply and layer things up as you progress.

Therefore, we suggest you create your first project using the simple text .docx file we have pre-prepared for you which can be downloaded from the [Userguide & How to Video Tutorials](#) page on the [Rebrand.io](#) website.

This simple test .docx file includes five separate merge fields that Rebrand.io will replace for you in your first test project.

These merge fields are wrapped by two *tilde's* which look like this character ~.

You can find this character on a standard QWERTY Keyboard either to the left of the “Z Key” or above the standard “ENTER Key” and can be accessed by using SHIFT + ~.

To add a new merge field into a .docx file you must use the format shown below and **must be in capital or upper-case characters**, as shown

(which are also used in the simple test MS Word® document we have prepared for you).

Test Document For Non-W WordPress Websites
PDF Rebrand.io from SaaS Dashboard
(Simple Version With No Graphics)

This Special Report is brought to you by

Nick James

And

~~AFF_FIRST_NAME~~ ~~~AFF_LAST_NAME~~~
~~AFF_EMAIL~~
~~AFF_WEBSITE~~

Here is the example of how you could use *Rebrand.io* to update an Affiliate URL within a Lead Magnet report.

For more information about Rebrand.io please visit the following website:
https://jvz8.com/1/c/~AFF_ID~/434431

For more information about Rebrand.io simply [click here](#).

When Rebranded your *MS Word Doc* will become a downloadable PDF and *Rebrand.io* will automatically update the **FIVE** params included in this test document so that and no default tags should be left.

NOTE TO WEBMASTERS: You **MUST** include the required params in SaaS Dashboard as instructed in the [Userguide](#) and also choose **Webform** as the Mode of Operation before sending traffic to the PDF download page.

Full instructions and videos showing you how to use this test document can be found at: <https://www.rebrand.io/members-home-page/userguide-and-how-to-videos>

Here is some content in a text box of a word doc:

~~AFF_FIRST_NAME~~
~~AFF_LAST_NAME~~
~~AFF_EMAIL~~
~~AFF_WEBSITE~~

Here is some content in a footer area of a word doc:
~~AFF_WEBSITE~~

~~AFF_FIRST_NAME~~
~~AFF_LAST_NAME~~
~~AFF_EMAIL~~
~~AFF_ID~~
~~AFF_WEBSITE~~

You can use this format to create any merge field you like. However, it is a requirement that you do not use a “space” within a merge field instead we recommend you use an under_score.

In the simple test document, we have created merge fields for the following data:

- Affiliate’s First Name
- Affiliate’s Last Name
- Affiliate’s Email Address
- Affiliate’s ID Number or Tracking Link.
- Affiliate’s Website

2.3 Adding Merge fields to Headers, Footers and Text Boxes

It is possible to add merge fields to any part of a MS Word® .docx file including the header, footer and unlimited numbers of text boxes.

However, extra care should be taken when entering merge fields and it is recommended that you always TYPE the merge field code and DO NOT ‘copy and paste’ from one location in the .docx file to another.

The reason for this is due to issues with the Word Processing software sometimes adding invisible code to your MS Word® .docx file which may prevent Rebrand.io from making all its changes or returning an error.

2.4 The Maximum Number of Merge fields That Can Be Added

Rebrand.io has been created so that you can use an “unlimited” number of different merge fields within your MS Word .docx file.

You can also repeat any merge field an unlimited number of times within your document. In the simple test document provided you can see the same merge fields being used in the main body area, the footer and within a text box.

However, you should bear in mind, the more merge fields **Rebrand.io** is replacing each time a PDF download file is requested, the longer the visitor will have to wait for the PDF before it is ready to be downloaded.

2.5 Matching the Merge fields in an MS Word® Document to a Download URL

The second to last step in preparing your .docx is to understand that in a later step you will be required to pass a **matching parameter** to a page URL for each merge field you have created in your document.

We will cover this in depth later in this user guide, however you will find it handy to keep careful notes of all the merge fields you have used and what they were named.

2.6 Saving the MS Word® Document for the SaaS Cloud-based Method

The final step in preparing your .docx is to save it on your computer ready to upload to the SaaS section of the [Rebrand.io website](#).

2.7 Saving the MS Word® Document for the WordPress Method

The final step in preparing your .docx is to save it on your computer ready to upload to your WordPress website in the Media section.

SECTION ONE - CLOUD BASED SAAS FOR NON WORDPRESS USERS

3.1.0 SaaS Dashboard for Non-WordPress Users

If you use any of the popular website and landing page tools such as ClickFunnels, Kajabi, LeadPages or virtually **ANY** page builder software, including WordPress, that allows custom HTML or Javascript to be added into a page builder you can use all the powerful **Rebrand.io** features.

To begin, simply visit the **SaaS Dashboard** page of the **Rebrand.io** website once you have logged into the members area with your username and password.

Once logged in you will be able to see the listings page of all your projects.

Members Home Page · SaaS Dashboard

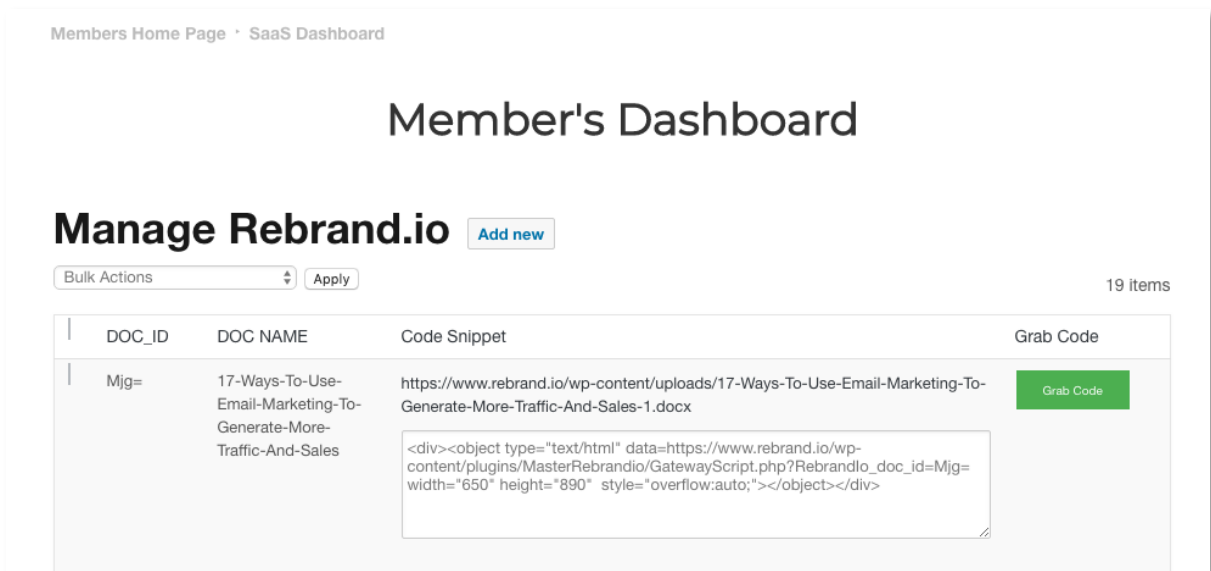
Member's Dashboard

Manage Rebrand.io [Add new](#)

DOC_ID	DOC NAME	Code Snippet	Grab Code
No items found.			
DOC_ID	DOC NAME	Code Snippet	Grab Code

If this is your first-time visiting this page and you have not yet created any projects, you will not see any projects listed at this time.

However, once you have created your first project, upon returning to this page later your projects will be listed and available to be edited or deleted as desired.



Further information on creating, editing and deleting projects can be found below in this user guide.

3.1.1 Creating A New Project Using the SaaS Dashboard

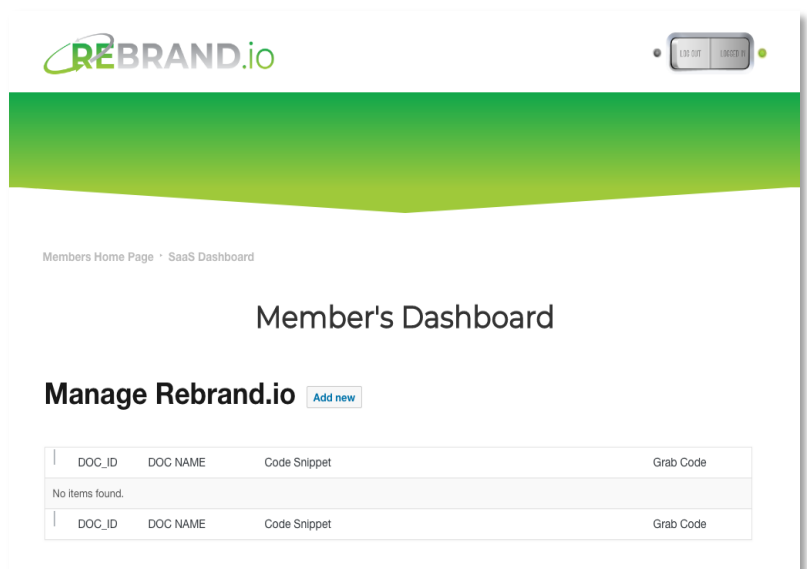
Having created, prepared and saved your MS Word® .docx file in section 2.0 it's time to create your new project in **Rebrand.io** and upload your .docx file to your SaaS Dashboard.

Below, we'll go through each of the steps required to create a new project. In each of the steps you will find a Video Tutorial button to view a tutorial if you get stuck or require help.

1. The first step is to login to the Rebrand.io member's area and visit the [SaaS Dashboard](#) page.

If you are yet to create a project this page will look empty like this. (Later after creating your first project your projects will be listed here.)

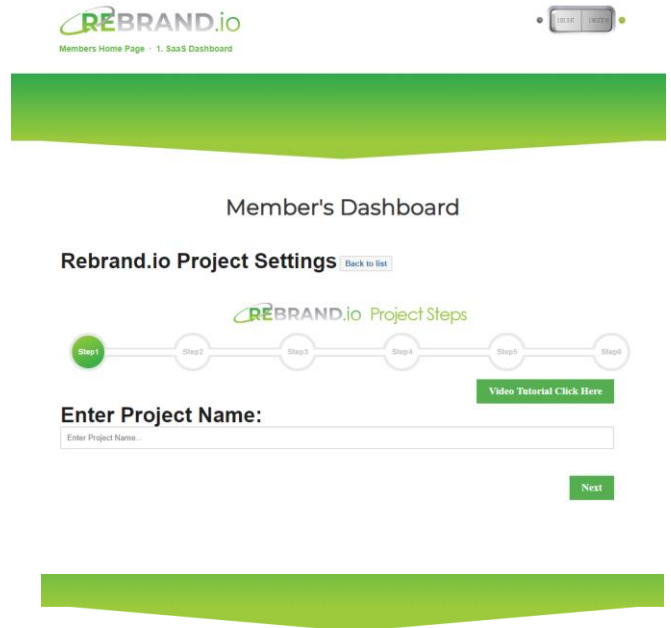
The next step is to click the Add New button.



2. Once the page has loaded **enter a name for your project** in the field labelled *Enter Project Name*.

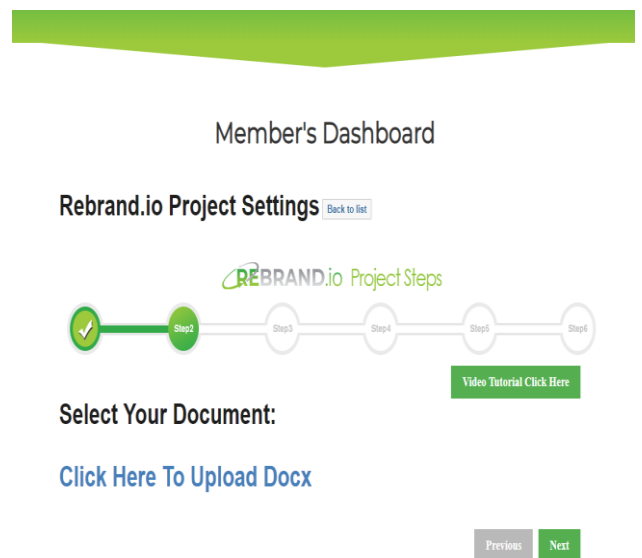
If you want guidance click the *Video Tutorial Click Here* button.

Then click the *Next* button to go to step 2 on the SaaS Dashboard.

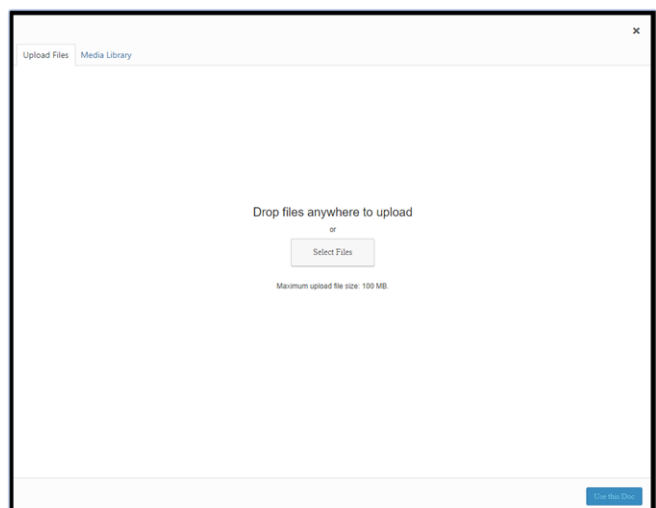


3. Next, click on the *Click Here To Upload Docx* button.

You can then drag and drop your previously created docx or copy and paste it or click *Select Files* and navigate to where you stored your docx.



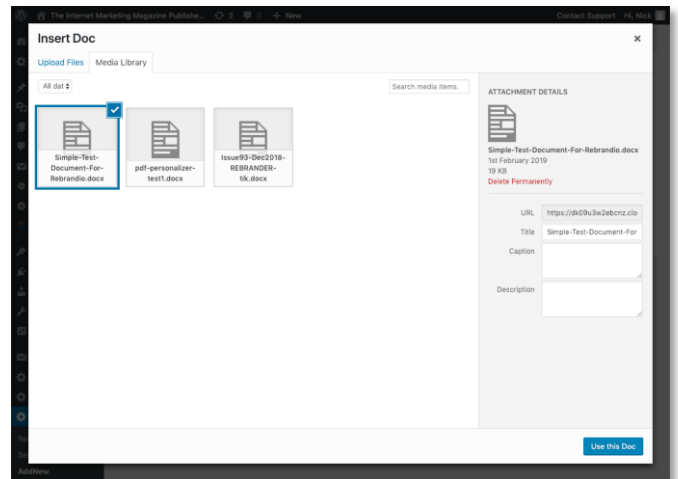
4. Decide whether you'd like to upload an MS Word® .docx file from your computer or if you would like to use a .docx file you have already uploaded to the Media Library.



- If you upload, the document will be placed in the Media Library section for future use

Then click the *Use this Doc* button at the bottom right. This will take you back to the previous screen.

Click the *Next* button to go to Step 3 on the SaaS Dashboard.



- Now select how you would like **Rebrand.io** to behave when a website visitor clicks a PDF download button.

The options are for the PDF to either be opened in the browser window whilst the visitor remains on the download page... Or for the PDF file to be downloaded to the user's computer.

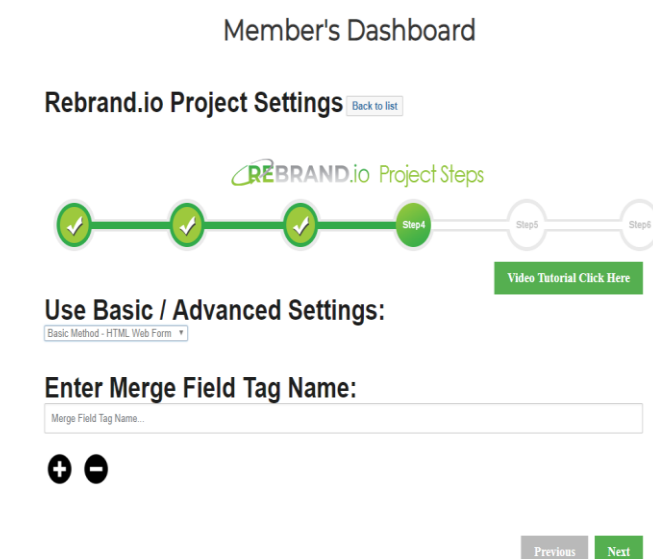
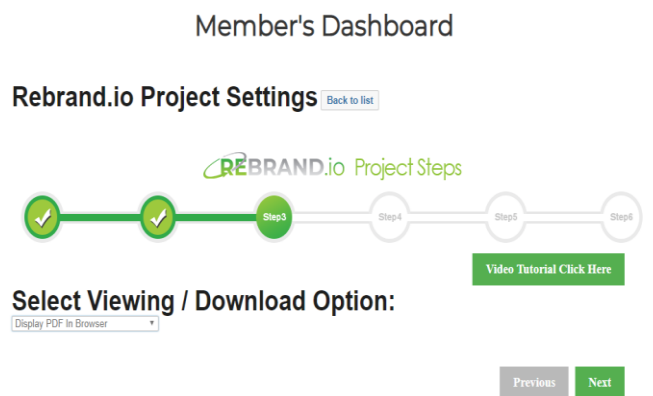
This option can be changed from project to project and is not a global setting.

Click the *Next* button to move to Step 4 on the SaaS Dashboard.

- Under the *Use Basic / Advanced Settings*: in the drop down box leave as the default: *Basic Method – HTML Web Form*.

Next you need to enter the merge fields that you set up in your MS Word® document.

For example, in our simple test document we have five merge fields. The first *Merge Field Tag Name* we will enter is **aff_first_name**. The Merge Field Tag Name must be in lower case characters and separated



by an underscore. If you put any of the words in upper case then they will be shown against the input box on your download page.

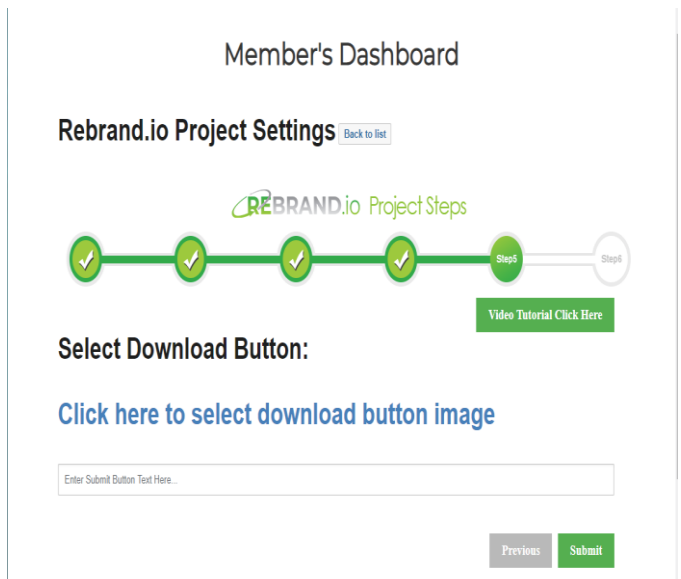
To add additional Merge Field Tag Names, click the *plus (+)* button. If you make a mistake you can change the name by over-typing or to delete it click the *minus (-)* button.

When you have finished entering all the Merge Fields click the *Next* button to move to Step 5 in the SaaS Dashboard.

8. The next option is to select whether you'd like to have a basic 'download button' to appear on the download page where customers will request the rebranded PDF or if you prefer you can upload your own image*.

* Image file types that can be selected here include: jpg, jpeg, gif or png.

If no image file is chosen the default button will be shown. You can enter a custom message to be shown on the download button by typing it into the field labelled *Submit Button Label*.



9. Once you have finished entering your desired settings, press the *Submit* button.

This will take you back to your SaaS Dashboard where you will see the new project you have created.

Congratulations you have created your first Rebrand.io project using your Rebrand.io SaaS dashboard.

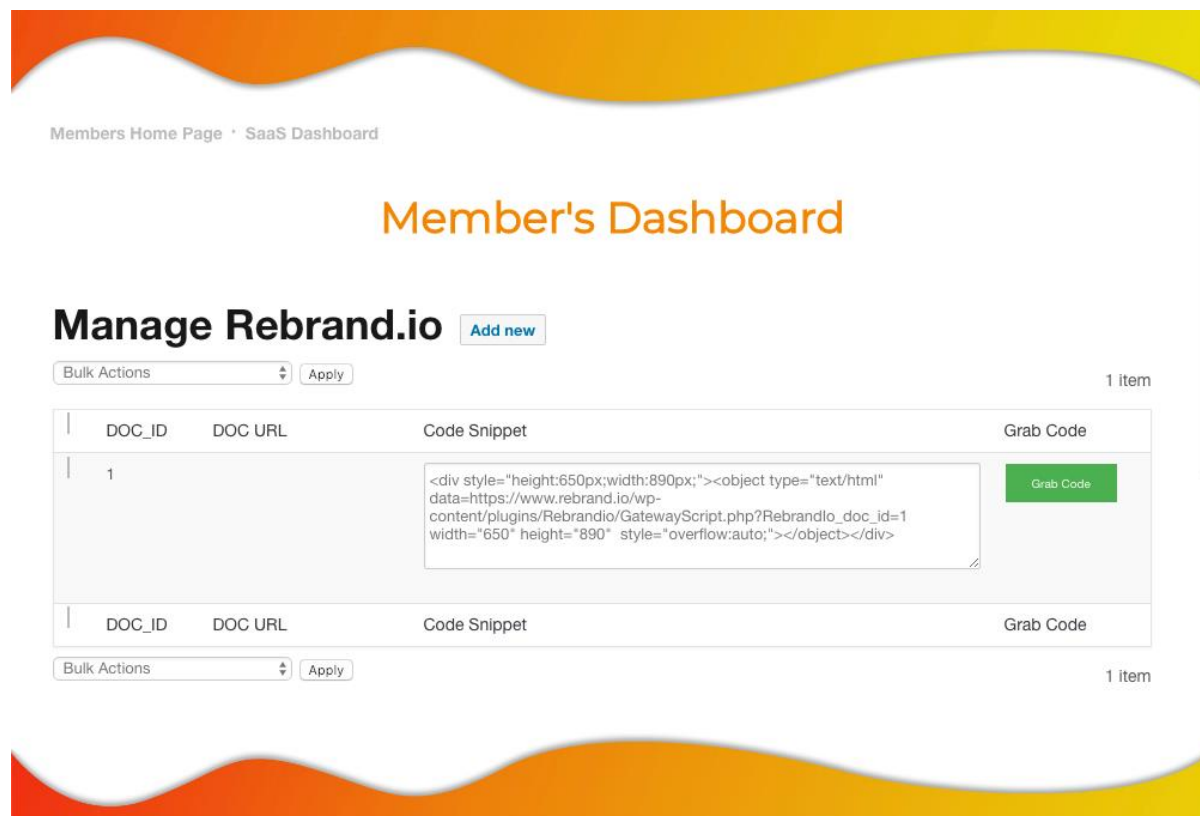
3.2.0 Setting Up Your Download Page

In this section we'll cover the final steps, which is the preparation of **a dedicated download page** where your prospects, customers and affiliates will be able to download your rebranded PDF.

Firstly, you will need to create and design a new page on your website to your preferred design specification. When your page is ready, we can move onto the next task in this section which is to include a special "Code Snippet" on the page which will display the PDF Download option, be it either the standard button or the image you selected in the previous section.

3.2.1 Adding the Rebrand.io Project Code Snippet to Your Website

As you are using the SaaS Dashboard, your first step is to return to the Rebrand.io website, login and visit the [SaaS Dashboard](#) page where your project will be listed.

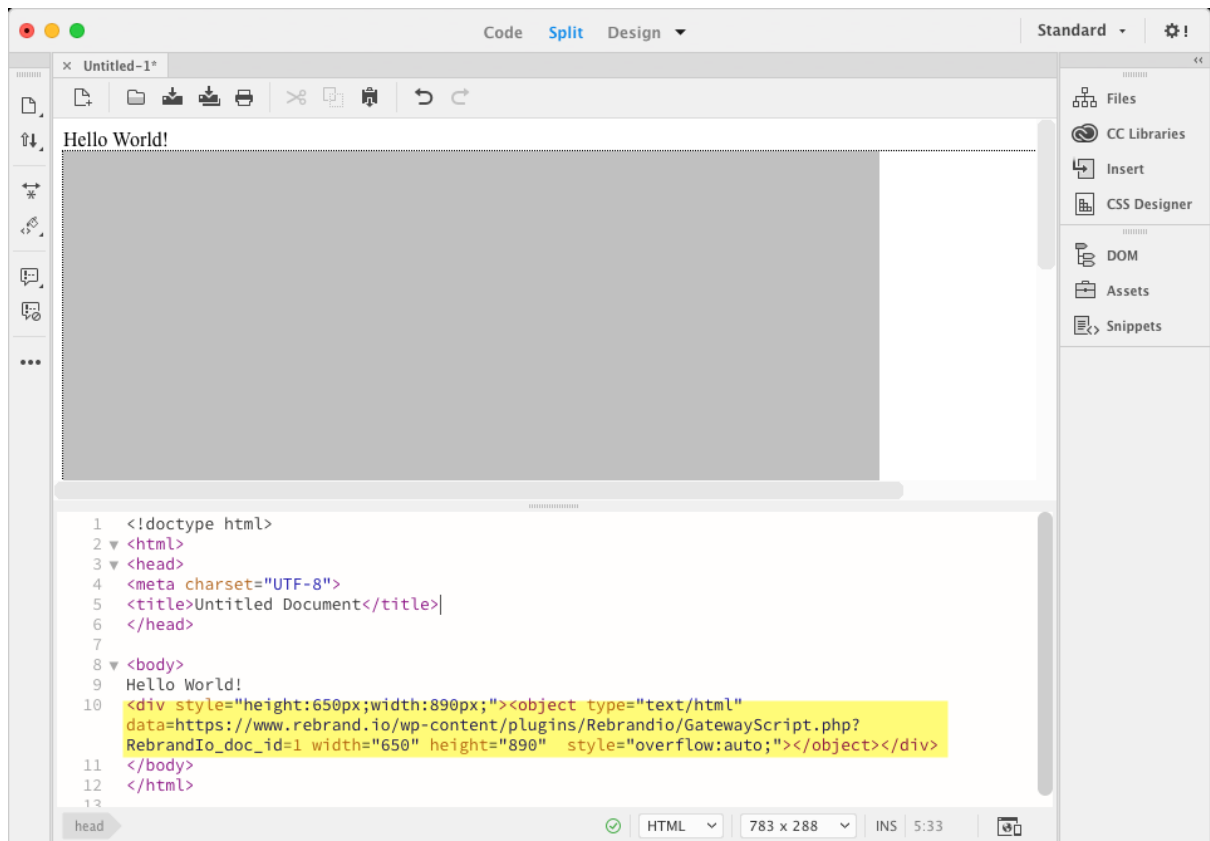


Simply click the green colored 'grab code' button next to the Code Snippet on the **Rebrand.io SaaS Dashboard** page for the project you want to use on your Website or Landing Page Builder.

Once the code has been successfully copied to your computer's clipboard you will see a confirmation message. Click "okay" to close this confirmation window.

Next navigate to the software program or Landing Page Builder software you are using and paste the code for the project into the appropriate area. For specific details, please consult the Help or Knowledge Base of the product or software solution you use to create pages. Look for how to use HTML or Code Snippets. Usually this is somewhere between the <body> and </body> tags where you want the button to appear.

If you are using a traditional HTML editor such as Adobe Dreamweaver, CoffeeCup, etc, then simply paste the code into the Code View of the webpage, where you'd like the Rebrand.io download button to appear.



Important Note for Webmasters: The Rebrand.io content will not display in your web browser when you try PREVIEWING your webpage locally on your computer! This is for security reasons. Ajax, the code Rebrand.io uses behind the scenes, only works when the page is being hosted via an online webserver.

To preview the page you are working on, you must upload the page via FTP.

3.2.2 Editing your Code Snippet

Should you need to amend your Code Snippet navigate back to the [SaaS Dashboard](#) and locate the particular Code Snippet you wish to amend. Hover over the snippet and in the first column you will see [Edit](#) appear. Click on [Edit](#) to amend either the *Doc Name*, *Display As*, *Browse a Submit Image* or the *Submit Button Label* fields. Once you hit the *Save* button the Code Snippet will be re-generated and you will need to copy and paste it over the original code that you inserted in section 3.2.1 above.

3.3.0 Sending Traffic to Your Download Page

3.3.1 Using the Required Parameters

Now you have successfully completed all three steps for your Rebrand.io project in that you have:

- Created, Prepared & Saved an MS Word® .docx file

- Created a new Project in Rebrand.io SaaS Dashboard, Selected your .docx file, button / image etc.
- Added your Code Snippet to a dedicated download page

It's now time to test your document. We will use the Simple Test Document.

Assuming your download page is located at:

<http://www.yourdomain.com/download>

Go to that page and you should see something like the picture where the visitor is asked to input the details you requested.

After a few seconds, showing a "Loading Please Wait" message, your newly re-branded PDF will either show in your browser window or will be downloaded to your computer depending on the choices you made when creating your project.

The larger your MS Word® .docx file is and the more merge fields it includes, the longer the time it will take to rebrand. However, even substantially size documents of 50Mb – 75Mb are ready in approximately 30-45 seconds.

HANDY TIPS! Where suitable, let Affiliates know that processing can take up to 1 minute in advance. For Rebrand.io projects with prospects and customers in mind, use image compression software to minimize your MS Word® .docx file size in advance.

Now let's take a look at the results:

This is a Rebrand.io SaaS Test Page



Don't Know What To Do?

Just fill in your details below to download your personalized PDF!

Enter Your First Name	<input type="text"/>
Enter Your Last Name	<input type="text"/>
Enter Your Id	<input type="text"/>
Enter Your Email	<input type="text"/>
Enter Your Website	<input type="text"/>
<input type="submit" value="Submit"/>	

Test Document For Non- WordPress Websites
PDF Rebrand.io from SaaS Dashboard
(Simple Version With No Graphics)

This Special Report is brought to you by

Nick James

And

John Doe
John.d@demo.com
https://demo.com



Here is the example of how you could use *Rebrand.io* to update an Affiliate URL within a Lead Magnet report.

For more information about Rebrand.io please visit the following website:

<https://jvz8.com/1/c/246897531/434431>



For more information about Rebrand.io simply [click here](#).



When Rebranded your *MS Word Doc* will become a downloadable PDF and *Rebrand.io* will automatically update the **FIVE** params included in this test document so that and no default tags should be left.

NOTE TO WEBMASTERS: You **MUST** include the required params in SaaS Dashboard as instructed in the Userguide and also choose **Webform** as the Mode of Operation before sending traffic to the PDF download page.


Full instructions and videos showing you how to use this test document can be found at: <https://www.rebrand.io/members-home-page/userguide-and-how-to-videos>

Here is some content in a text box of a word doc:

John Doe
John.d@demo.com
https://demo.com



Here is some content in a footer area of a word doc:
https://demo.com



All of the *default* merge fields that you placed into your MS Word® .docx will have been replaced by the merge fields you have used in the URL query string.

Now you have successfully created your first Rebrand.io project and understand the basics, you can begin to create more elaborate MS Word .docx files and rebrand these.

If you would like a few Lead Magnet reports and other ideas to get started with, be sure to check out the [Examples & Ideas](#) and [Rebrandable Reports](#) page in your member's site where you can download some additional project ideas to help get your ideas flowing.

SECTION TWO - FOR SELF-HOSTED WORDPRESS USERS

4.1.0 Plugin Download, Installation & Licensing

4.1.1 Before You Start

If you are using WordPress.com, then you cannot install plugins.

We often get complaints from users saying that they can't see the plugins menu in their WordPress dashboard. It is because you are using WordPress.com, which has its limitations. *(You cannot use Wordpress.com for commercial purposes or customize the default program.)*

This means you cannot install plugins on WordPress.com unless you upgrade to their business plan. On the other hand, you can install **any plugin you want** on your self-hosted WordPress.org website right out of the box *(See the differences between using a self-hosted WordPress.org installation of WordPress vs using WordPress.com by [clicking here](#)).*

4.1.2 How to Download Your Rebrand.io WordPress Plugin

When you are ready, go to [rebrand.io](#), log into the Member's Area and navigate to the [WordPress Plugin Download & Licensing](#) page.

When you have reached the page, you will be able to download the most recent version of the plugin by clicking on the direct download link as shown in the image below.



Take note to remember where you save the zip file as you will need to select this in the next step.

4.1.3 How to Install Your Rebrand.io WordPress Plugin

To make it easy, we have created a video tutorial on how to install a WordPress plugin that you can watch by going to rebrand.io, logging into the Member's Area and navigating to the [WordPress Plugin Download & Licensing](#) page or the [Video Tutorials](#) page.

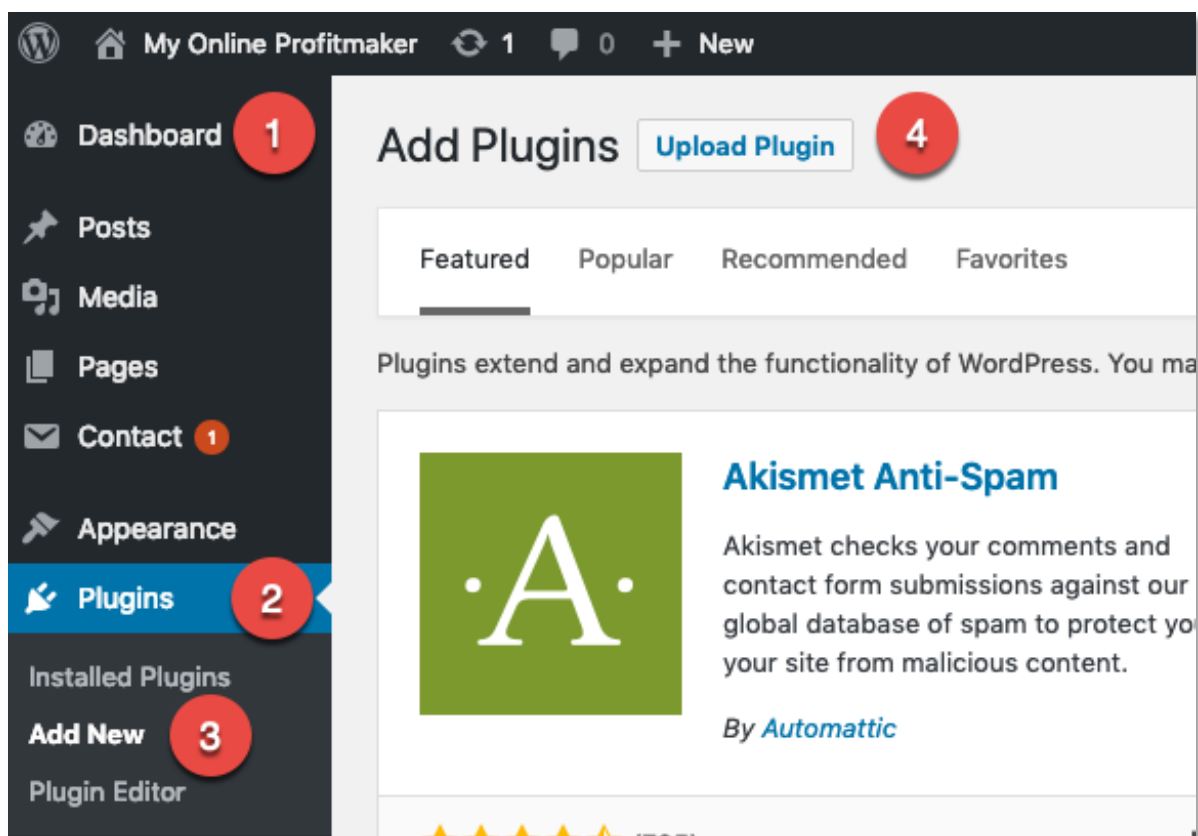
However, if you just want to follow text-instructions, then you can follow our step by step tutorial below which describes how to install your **Rebrand.io** WordPress plugin.

First, you need to go to WordPress admin area of your website at:

<http://www.YourDomain.com/wp-admin> and log into your WordPress **Dashboard** (1 in the image below).

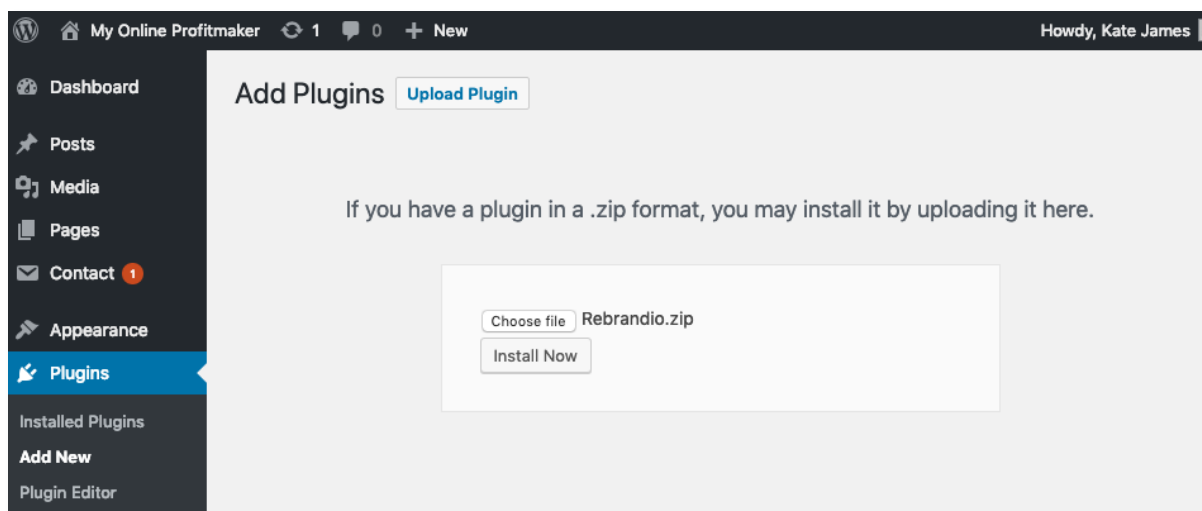
Next, from the left-hand side menu select to visit **Plugins** (2) » **Add New** (3) to visit the required page.

Next, click on the **Upload Plugin** button on top of the page (4).



This will bring you to the plugin upload page.

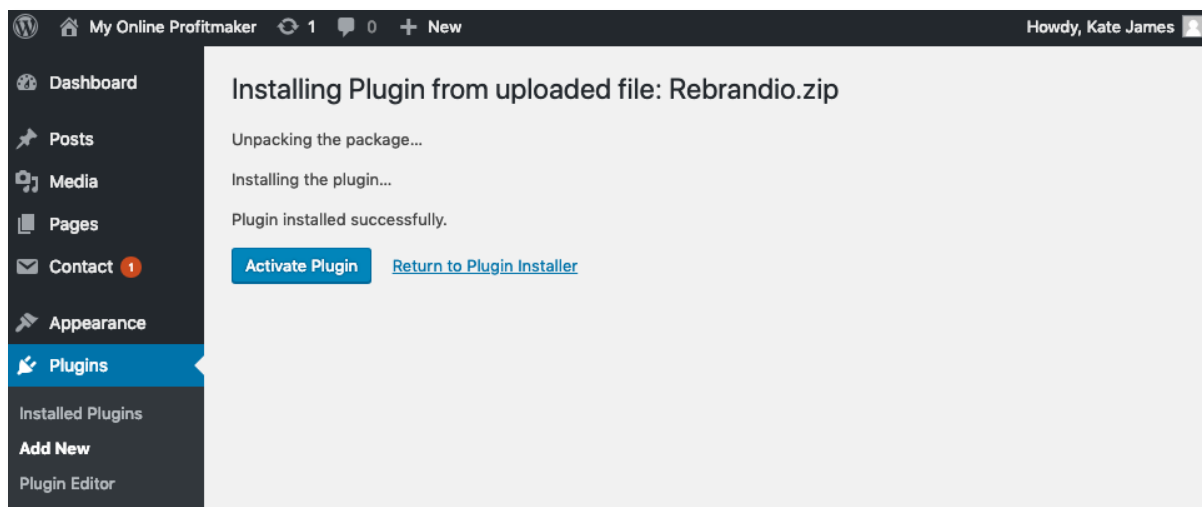
Here you need to click on the **Choose File** button and select the **Rebrandio.zip** plugin file you previously downloaded to your computer.



After you have selected the file, you need to click on the **Install Now** button.

WordPress will now upload the plugin file from your computer to your WordPress website and install it for you.

When successfully uploaded and installed you will see a **success message** like this:



Once installed, you need to click on the **Activate Plugin** link to start using the plugin.

Next you will have to enter your personal license key and configure your Rebrand.io Plugin settings which we will cover later in this user guide.

4.1.4 Entering Your License Details into Your WordPress Plugin

Once your Rebrand.io WordPress Plugin is successfully uploaded, installed and activated on your site. The next step is to enter a valid license key to unlock all Rebrand.io powerful features.

To do so we must return to the Download & Licensing page on the [Rebrand.io](#) website and navigate to the [WordPress Plugin Download & Licensing](#) Page.

Here you will see printed on the page your unique license number together with a list of all the domains (if any) where this license key has already been used.

You should now carefully 'copy and paste' this license key into the Registration Page of the Rebrand.io Plugin that you have installed on your website.

Rebrand.io Wordpress Plugin
Rebrand.io Wordpress Plugin

Your Personal License Key:
Your license key is: **REBRANDIO_JmnPYRS34296**

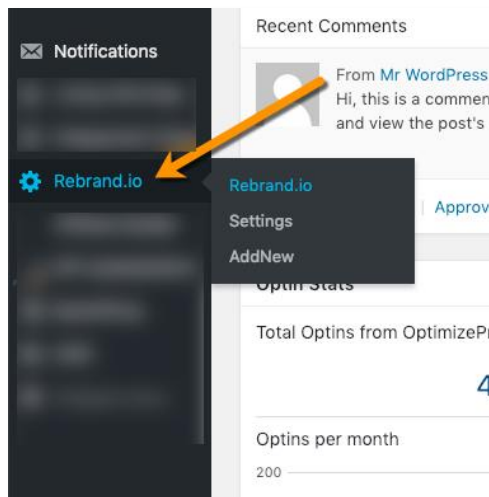
Listed Below Are the Current Website URLs Where This Plug In Is Licensed And Installed:

Domains for License ID 343
Total Activations: 0

Domains	Name	Email
<input type="button" value="Save Changes"/>		

Domains for License ID 453
Total Activations: 1

Domains	Name	Email
theinternetmarketingnewslett	admin@nickjamesadmi	admin@nickjamesadmin.i
<input type="button" value="Remove"/>		
<input type="button" value="Save Changes"/>		



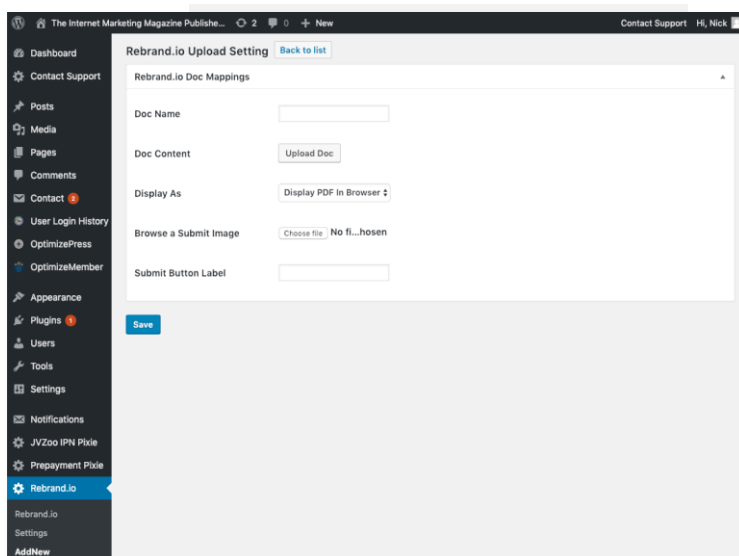
As the Rebrand.io plugin has been installed and activated on your site you will be able to find a link to the Rebrand.io Plugin on the left-hand side menu of the WordPress Dashboard.

PLEASE NOTE: Whether you have installed any other Plugins on your WordPress website will depend where in the list this link appears.

If you cannot see the link, please check you have remembered to **ACTIVATE** the plugin in the previous step by reviewing the **PLUGIN** page of your site which will show a list of all plugins activated or not.

Once you have located and clicked on the Rebrand.io link in the left-hand menu, you will find the licensing page, *(If your plugin has already been licensed you will see the configuration settings page instead).*

To license and unlock your Rebrand.io plugin 'copy and paste' the License Key, that was provided to you on the Rebrand.io website Licensing & Download page, into the first field of the licensing form on the right-hand side of the page.



Next enter the username and email address used to log into the Rebrand.io member's area (usually the username is the same as the email address). Finally, click the "Validate" button and the licensing system will check and approve your request.

4.1.5 What to Do If You Have Problems with Your License Key

Should the Licensing Page not approve your license key and take you to the configuration page. In the first instance, please check that you are still connected to the Internet.

Next, please look for any **RED MESSAGE** on the Licensing page that might give you any further information. If you require further help and support, please visit the Support Page on the Rebrand.io website and raise a support ticket. We will reply to you as quickly as possible.

Please also provide any **RED MESSAGE** that was shown to you.

4.2.0 Creating A Project Using the WordPress Plugin

4.2.1 Creating A New Project

Now you have created, prepared and saved your MS Word® .docx file it's time to create your new project in **Rebrand.io** and upload your .docx file to your website.

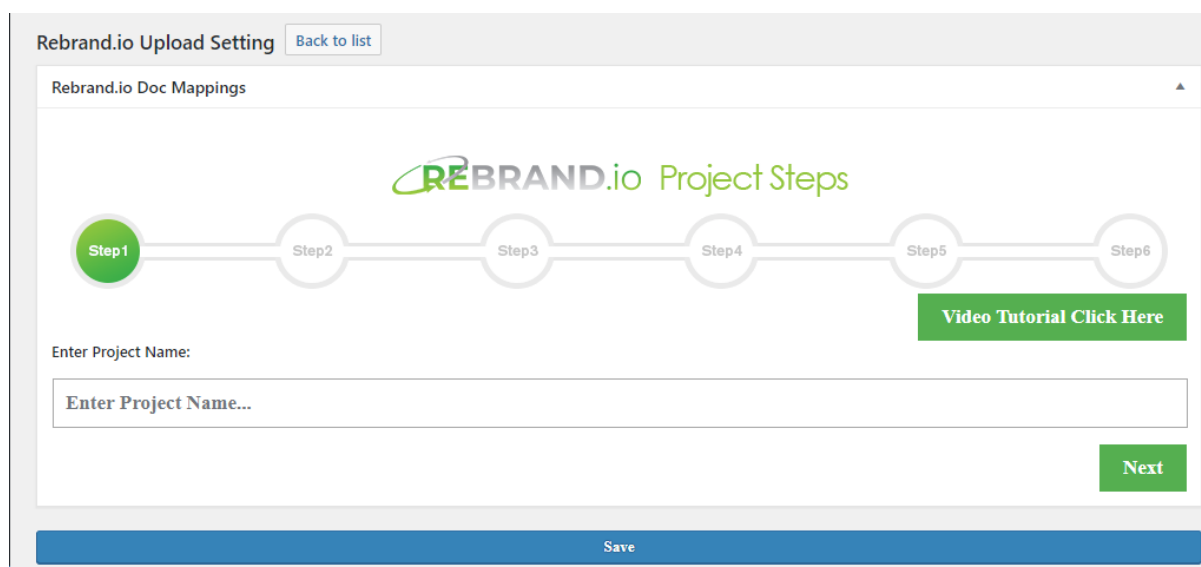
Below, we'll go through each of the steps required to create a new project.

1. The First step is to return to your WordPress Dashboard and visit the following page:

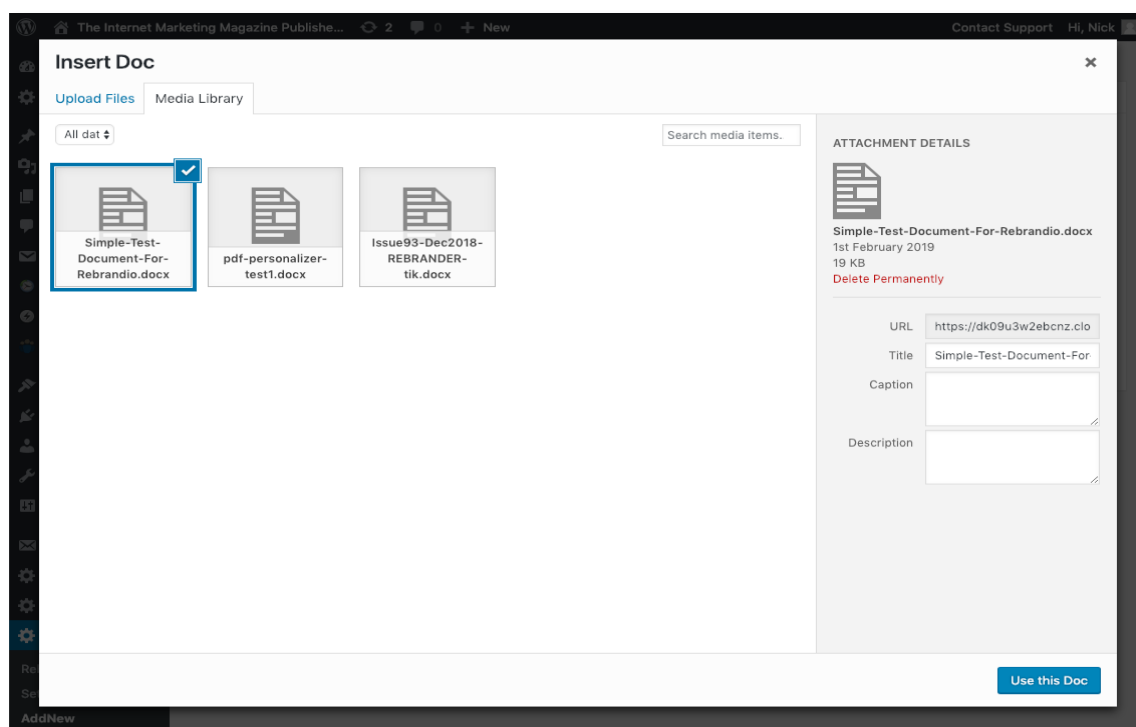
Rebrand.io » Add New

in the left-hand side menu.

2. Once the page has loaded **enter a name for your project** in the first field of the form labelled **Enter Project Name**. Then click **Next**.



3. Next, click on the **Upload Doc** button.
4. Decide whether you'd like to upload an MS Word® .docx file from your computer or if you would like to use a .docx file you have already uploaded to the Media Library on your WordPress Site.
5. Select the .docx and press the Use This Doc button at the bottom right and then **Next**.



- Now select how you would like **Rebrand.io** to behave when a website visitor clicks a PDF download button.

The options are for the PDF to either be opened in the browser window whilst the visitor remains on the download page... or for the PDF file to be downloaded to the user's computer. Then click **Next**.

This option can be changed from project to project and is not a global setting.



Rebrand.io Upload Setting [Back to list](#)

Rebrand.io Doc Mappings

REBRAND.io Project Steps

Step 1 Step 2 Step 3 Step 4 Step 5 Step 6

Select Viewing / Download Option:

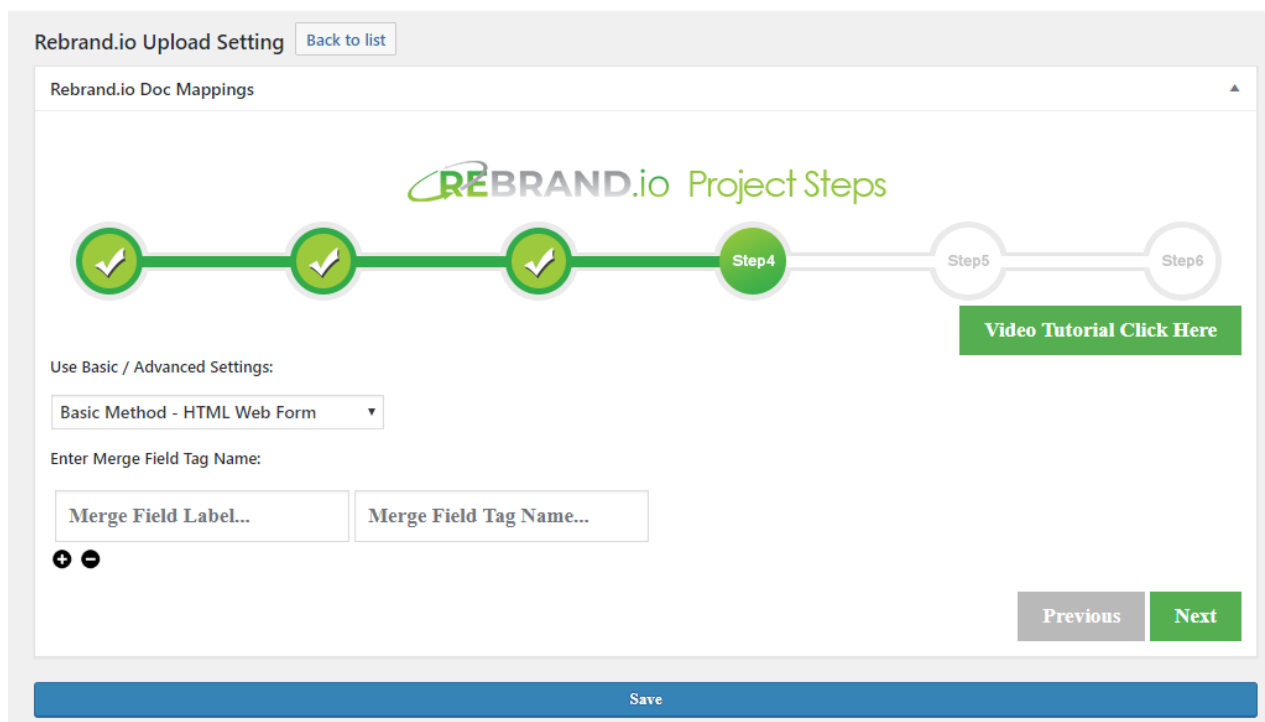
Display PDF In Browser ▾

[Video Tutorial Click Here](#)

[Previous](#) [Next](#)

Save

- Step 4 is to select which method of adding the **Merge Tags** to the project. The default is currently 'Advanced Method – URL Query String'. Change this to '**Basic Method – HTML Web Form**', then you need to add the **Merge Field Label** and **Merge Field Tag Name**. The 'Merge Field Label' is the text that will appear to the left of the input box on your WordPress download page.



Rebrand.io Upload Setting [Back to list](#)

Rebrand.io Doc Mappings

REBRAND.io Project Steps

Step 1 Step 2 Step 3 Step 4 Step 5 Step 6

[Video Tutorial Click Here](#)

Use Basic / Advanced Settings:

Basic Method - HTML Web Form ▾

Enter Merge Field Tag Name:

Merge Field Label... Merge Field Tag Name...

+ -

[Previous](#) [Next](#)

Save

8. Next you need to enter the merge fields that you set up in your MS Word® document.

For example, in our simple test document we have five merge fields. The first *Merge Field Tag Name* we will enter is **aff_first_name**. The Merge Field Tag Name can be in lower case or upper case characters and separated by an underscore.

To add additional Merge Field Tag Names, click the *plus (+)* button. If you make a mistake you can change the name by over-typing or to delete it click the *minus (-)* button.

When you have finished entering all the Merge Fields click the *Next* button to move to Step 5 in the SaaS Dashboard.

9. The next option is to select whether you'd like to have a basic 'download button' to appear on the download page where customers will request the rebranded PDF or if you prefer you can upload your own image*.

* Image file types that can be selected here include: jpg, jpeg, gif or png. If no image file is chosen the default button will be shown. You can enter a custom message to be shown on the download button by typing it into the field labelled *Submit Button Label*.

Rebrand.io Upload Setting [Back to list](#)

Rebrand.io Doc Mappings

REBRAND.io Project Steps

Step5

Video Tutorial Click Here

Select Download Button:

Click here to select download button image

Enter Submit Button Text Here...

Previous Submit

Save

10. Once you have finished entering your desired settings, press the Save button.

Congratulations you have created your first Rebrand.io project using your WordPress Plugin.

4.3.0 Setting Up Your Download Page on Your WordPress Site

In this section we'll cover the final steps, which is the preparation of **a dedicated download page** where your prospects, customers and affiliates will be able to download your rebranded PDF.

Firstly, you will need to create and design a new page on your website to your preferred design specification. When your page is ready, we can move onto the next task in this section which is to include a "special code" (Shortcode) on the page which will display the PDF Download option, be it either the standard button or the image you selected in the previous section.

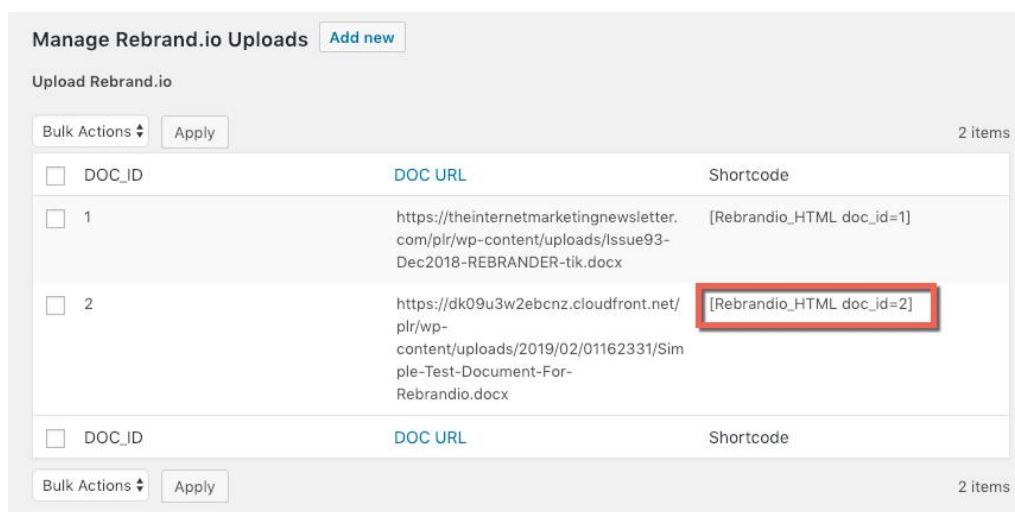
4.3.1 Adding the Rebrand.io Project Plugin Shortcode to Your WordPress Site

The First step is to return to your WordPress Dashboard and visit the following page:

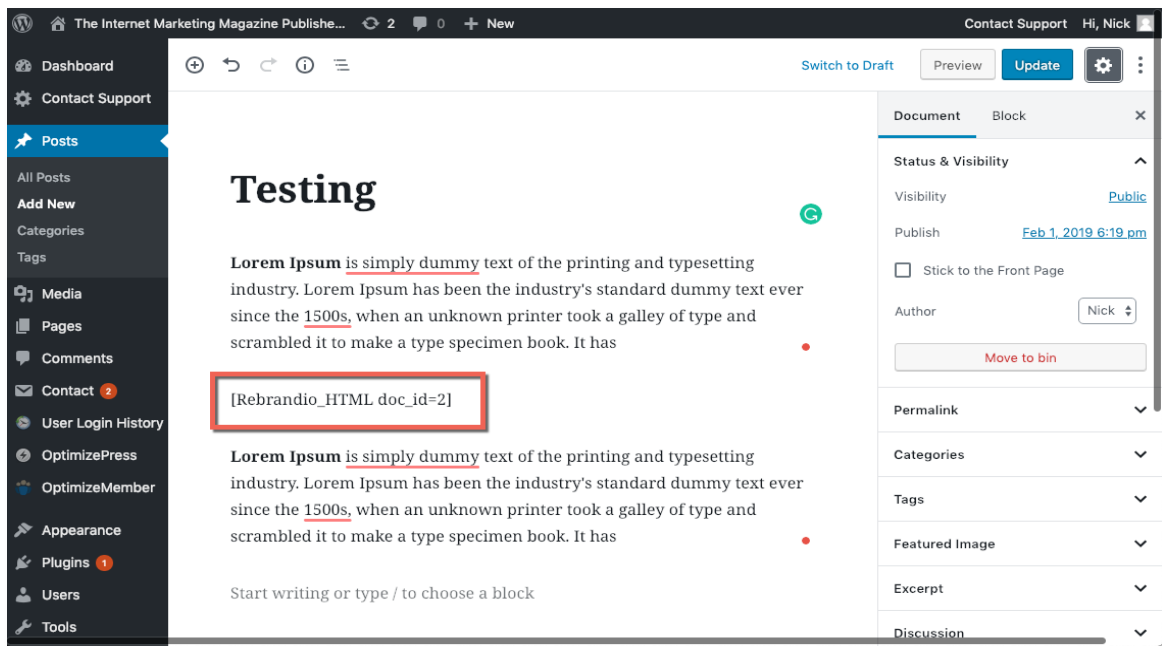
Rebrand.io

Instead of clicking any of the other settings, you should instantly be able to see a list of all your current projects.

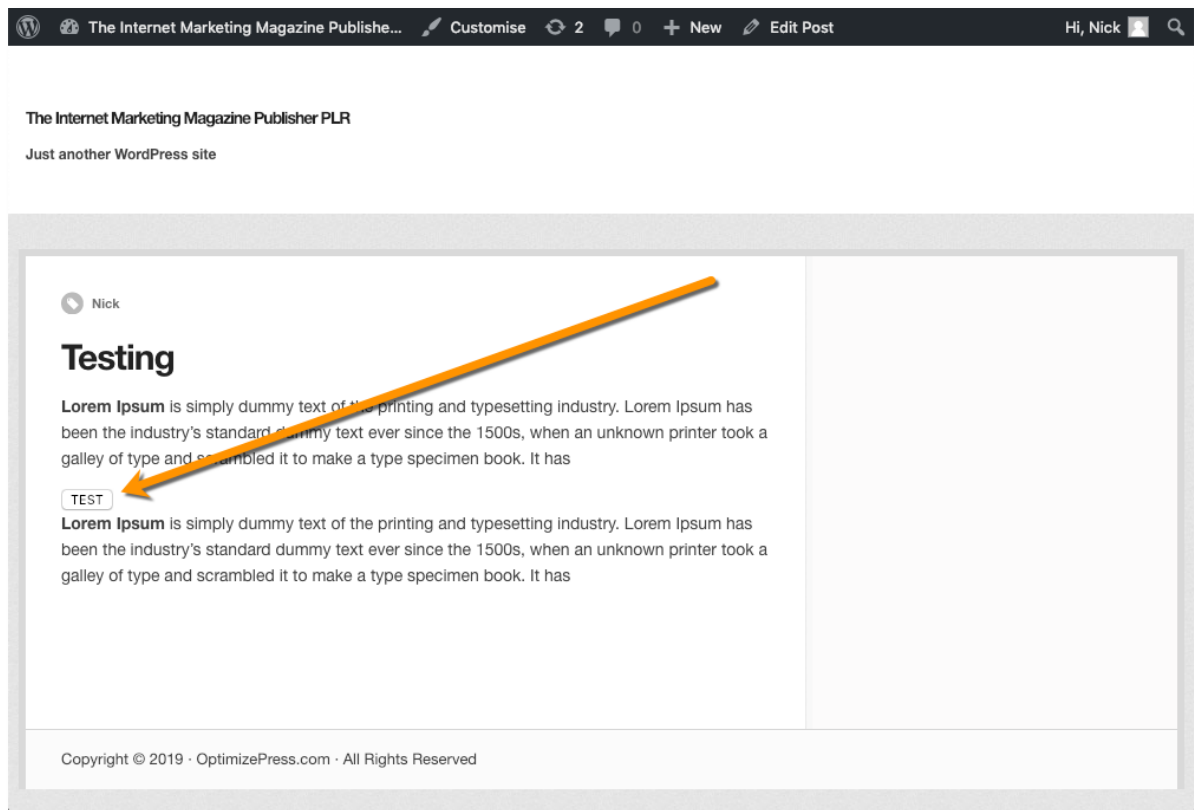
In the third column you will find the Shortcode required



Simply *copy* this Shortcode from the Rebrand.io listing page for the project you want to use and *paste* into a Post, Page (or Widget) on the same WordPress site where your Rebrand.io Plugin has been installed.



You can post Shortcodes in [square brackets] like this into both the design view or the code view of the WYSIWYG editor.



Once you have entered your page content, click Publish / Update and view the page.

You should see either the standard button, (with the phrase you selected) or the image you uploaded for the project, displayed on the page where you added the [Shortcode] in the WordPress editor.

You can also enter [Shortcodes] directly into the Shortcode or Custom HTML Element of many of the popular WordPress Themes designed and marketed specifically for Digital Marketers like Optimize Press and Thrive Themes.

However, before testing the download button / image there's one last step which is to view the download page via your specific URL.

How To Work From Home And Make Money Online

Test 1 Plugin

Please enter your details so that the PDF is personalised to you.

First Name	<input type="text"/>
Last Name	<input type="text"/>
Email	<input type="text"/>
Website	<input type="text"/>
JVZoo ID	<input type="text"/>

SUBMIT

Remember you can give the PDF away or sell it from your website.

Now you have successfully completed all six steps for your Rebrand.io project in that you have:

- Created, Prepared & Saved an MS Word® .docx file.
- Created a new Project in Rebrand.io, Selected your .docx file, button / image etc.
- Added your Shortcode to a dedicated download page.

The results of this and the following method can be seen on page 31.

4.3.2 Sending Traffic to Your Download Page Using the Advanced Method - Required Params in the URL String

To use the '**Advanced Method – URL Query String**' we should refer back to the merge fields you used when creating your MS Word® document.

For simplicity we will continue to use the five merge fields used in the simple test document provided in the [Userguide & Video Tutorials](#) page in your member's area of [Rebrand.io](#).

These merge fields are:

~~AFF_FIRST_NAME~~
~~AFF_LAST_NAME~~
~~AFF_EMAIL~~
~~AFF_ID~~
~~AFF_WEBSITE~~

I have color-coded them so you can see how we should prepare the URL query string for the download page.

However, before we do that perhaps we should take a moment to define exactly what a query string is and why we need one.

Here's what Wikipedia defines a query string to be:

On the [internet](#), a **query string** is the part of a [uniform resource locator](#) (URL) which assigns values to specified parameters. The query string commonly includes fields added to a base URL by a [Web browser](#) or other client application,

In short, it's a way we can add extra information to any URL of any webpage to adjust the way a browser will display a webpage or behave. And yes... even your download page.

So, with this in mind let's go through how we're going to add some additional information to the end of a URL (or "link") to your download page.

As an example, we will imagine the regular URL to your download page where you added the Shortcode for your rebrand.io project is at:

<http://www.yourdomain.com/download>

Now let's begin adding some more information to the end of that URL (or "link") to create a *query string* that contains some additional information (*aka parameters or params for short*) which will assist Rebrand.io in rebranding your .docx into a customized PDF. These params will replace the merge fields that you put in your MS Word® .docx file and must be in lower case characters.

http://www.yourdomain.com/download?aff_first_name=Nick&aff_last_name=James&aff_email=nick@nick-james.com&aff_id=959019&aff_website=https://www.rebrand.io

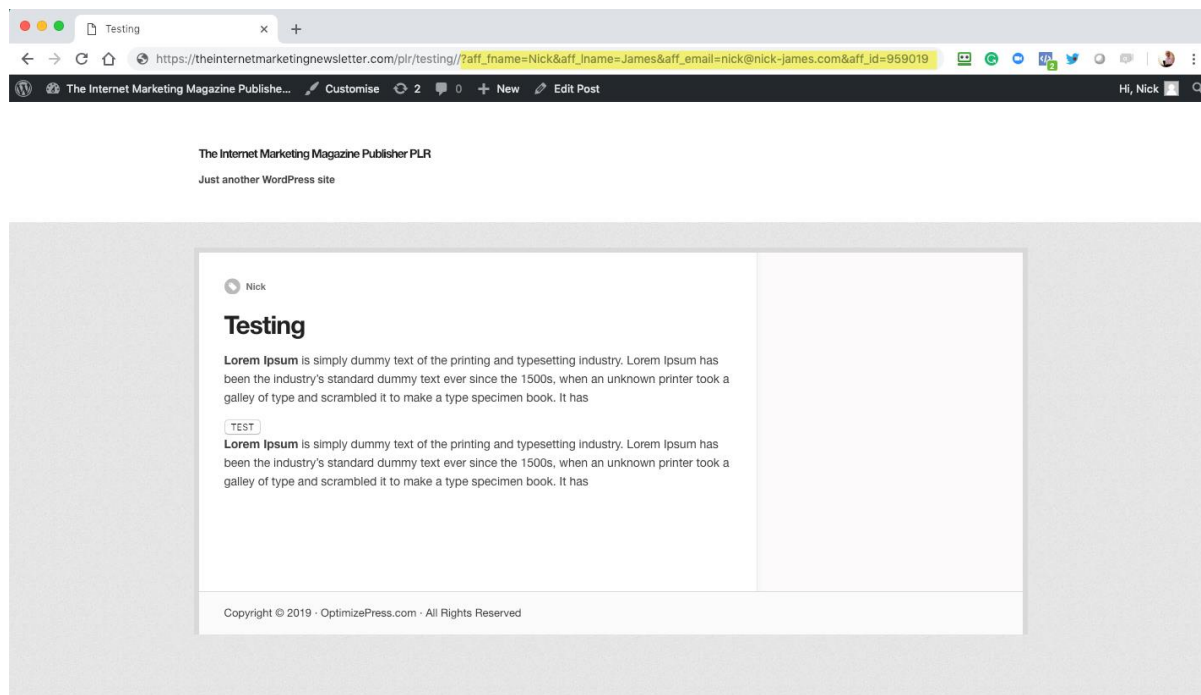
In this example you can see that **all five pieces of information** required in the Simple Test document are in the link query string.

aff_fname=Nick
aff_lname=James
aff_email=nick@nick-james.com
aff_id=959019
aff_website=https://www.rebrand.io

Now 'copy and paste' the additional params below and append them to the end of your REAL download page URL.

?aff_fname=Nick&aff_lname=James&aff_email=nick@nick-james.com&aff_id=959019&aff_website=https://www.rebrand.io

Then reload your download page, ensuring these params remain in the address bar like this:



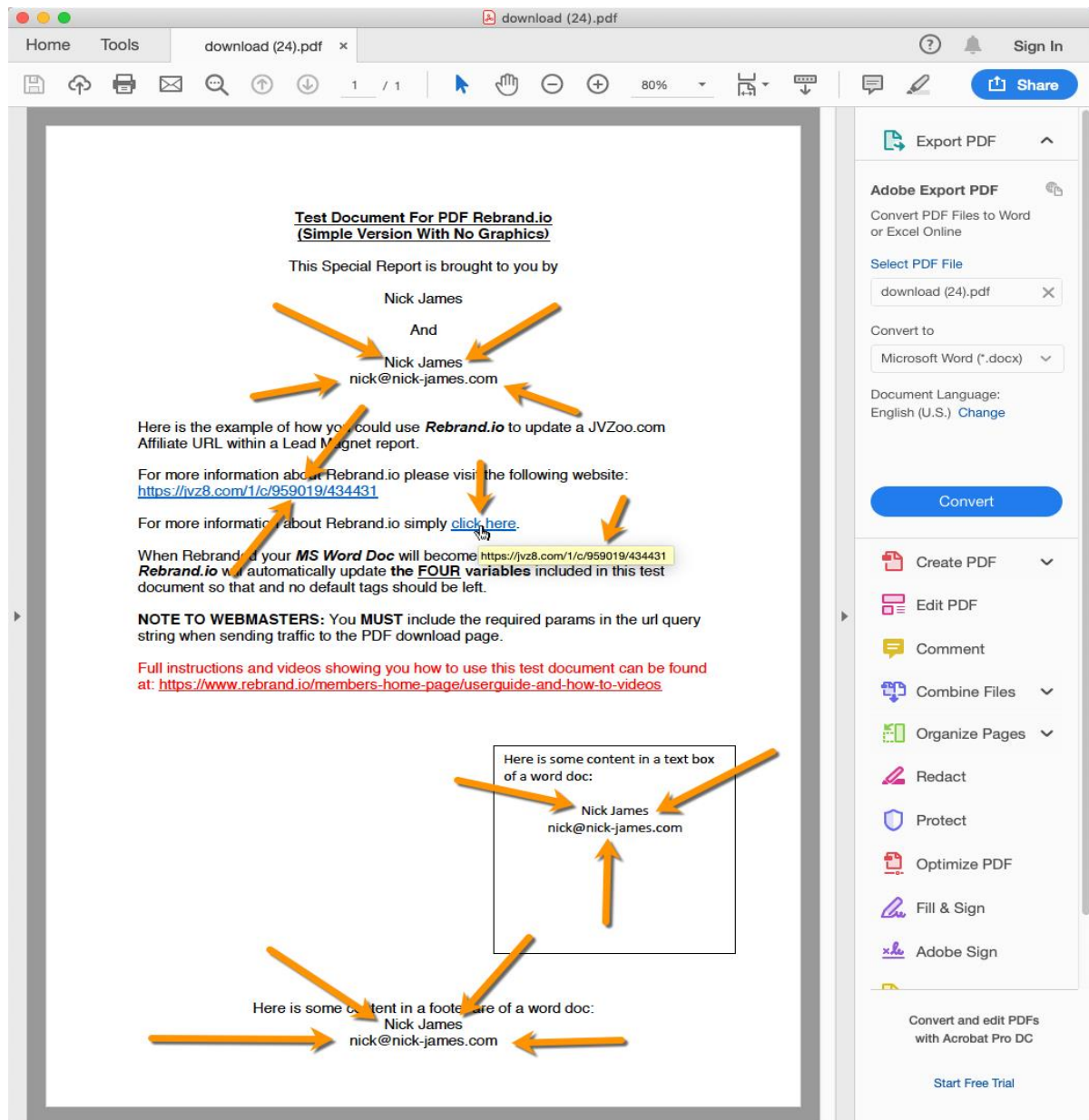
Then you are ready to click the download button (*or the download image you uploaded to Rebrand.io*) which will begin converting and then download your first rebranded report.

After a few seconds of showing a "Loading Please Wait" message, your newly re-branded PDF will either show in your browser window or will be downloaded to your computer, depending on the choices you made when creating your project.

The larger your MS Word® .docx file is and the more merge fields it includes, the longer the time it will take to rebrand. However, even substantially size documents of 50Mb – 75Mb are ready in approximately 30-45 seconds.

HANDY TIPS! Where suitable, let Affiliates know that processing can take up to 1 minute in advance. For Rebrand.io projects with prospects and customers in mind, use image compression software to minimize your MS Word® .docx file size in advance.

Now let's take a look at the results:



All of the *default* merge fields that you placed into your MS Word® .docx will have been replaced by the merge fields you have used in the URL query string.

Now you have successfully created your first Rebrand.io project and understand the basics, you can begin to create more elaborate MS Word .docx files and rebrand these.

If you would like a few Lead Magnet reports and other ideas to get started with, be sure to check out the following page, in your member's website, where you can download some additional project ideas to get your ideas flowing: [Re-Brandable Reports](#)

4.4.0 How to Automatically Create a Query String for Rebrand.io on Your WordPress Site

Up until this point you have manually created a query string for your new download page.

But what if there was an easier way to create a query string ***automatically*** when needed?

The good news is that in many cases you can. Especially when your download page is going to be visited immediately after any of the following situations:

- Logging into a WordPress based membership site.
- Visiting a thank you page following a purchase.
- Visiting a confirmation page after someone has opted in to join your email list.
- A landing page you invite people to visit in an email marketing message.

In this particular section you will discover how to download, setup and use a bonus WordPress plugin we originally created for our own private Membership site at the Internet Marketing Newsletter PLR.

4.4.1 What is the Current User Plugin

The extra bonus plugin is called ***The Current User Plugin*** and it allows you to instantly add data from any LOGGED IN user's profile to the URL query string.

By default, WordPress provides a User Profile database table where a WordPress user's, username, firstname, lastname, email address, website address etc, can all be saved.

Several other third-party WordPress plugins also enable you to create extra optional User Profile fields. So, your choice of which data to save in a User's Profile and what data you wish to append the URL string becomes extremely flexible.

On the following page you will be able to see what a WordPress User's Profile Page looks like to a WordPress administrator of The Internet Marketing Newsletter PLR website.

As you will be able to see highlighted on this user's account there are also several optional fields that have been added to this WordPress installation to store additional user profile data, for example the user's bespoke name for their newsletter and an affiliate ID.

The Internet Marketing Magazine Publishe... 3 0 + New View User Contact Support Hi, Nick

Posts
Media
Pages
Comments
Contact 2
User Login History
OptimizePress
OptimizeMember
Appearance
Plugins 2
Users

All Users
Add New
Your Profile
Cimy User Manager
Export Users data
Tools
Settings
Notifications
JVZoo IPN Pixie
Prepayment Pixie
Rebrand.io
Affiliate Builder
WP-phpMyAdmin
BackWPup
AWS
Collapse menu

Force User Properties as URL Parameter

Field Name	Field Value	Forced In URL
aff_nickname	nick@nick-james.com	No
aff_first_name	Nick	Yes
aff_last_name	James	Yes
aff_rich_editing	true	No
aff_syntax_highlighting	true	No
aff_comment_shortcuts	false	No
aff_admin_color	fresh	No
aff_use_ssl	0	No
aff_show_admin_bar_front	true	No
aff_wp_user_level	0	No
aff_wp_optimizemember_registration_ip	208.76.26.4	No
aff_id	959019	Yes
aff_newslettername	The Internet Marketing Bugle	Yes
aff_wp_optimizemember_login_counter	7	No

This additional table of information together with a simple Yes / No option can be found in the middle of the page when viewing the edit user screen for any WordPress user (included administrators), once the **Current User Plugin** has been uploaded and activated.

We'll cover exactly where to find and download the **Current User Plugin** from the **Rebrand.io** member's area shortly, together with how to upload, install and activate the plugin on your WordPress website.

First, however, you might like to see how the URL string is automatically appended to every single page the user visits once they log into the membership site.



As you can see in the highlighted section of the image above, the values appended to the end of the URL to make the query string are the same values as stored in the users WordPress User Profile as seen in the previous image.

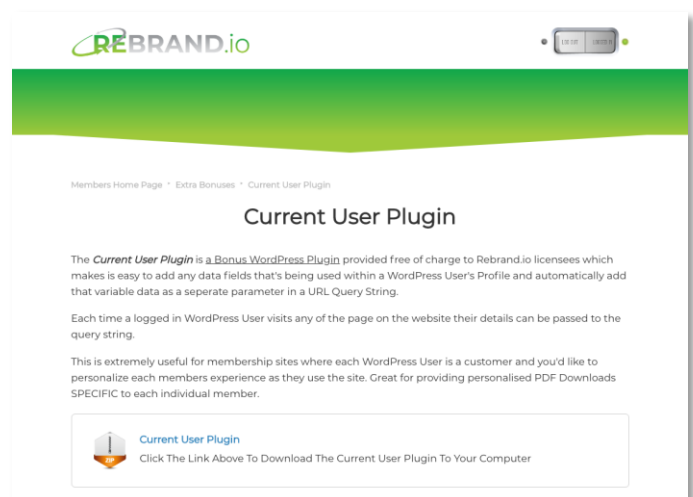
The **Current User Plugin** makes it quick and easy to automatically add query strings, anytime you want, for logged in WordPress users.

4.4.2 How to Download the Current User Plugin

When you are ready, go to [Rebrand.io](#) and log into the Member's Area and navigate to the [Extra Bonuses » Current User Plugin](#) page.

When you have reached the page, you will be able to download the most recent version of the **Current User Plugin** by clicking on the direct download link as shown in the image below.

Take note to remember where you save the zip file as you will need to select this in the next step.



4.4.3 How to Install the Current User Plugin

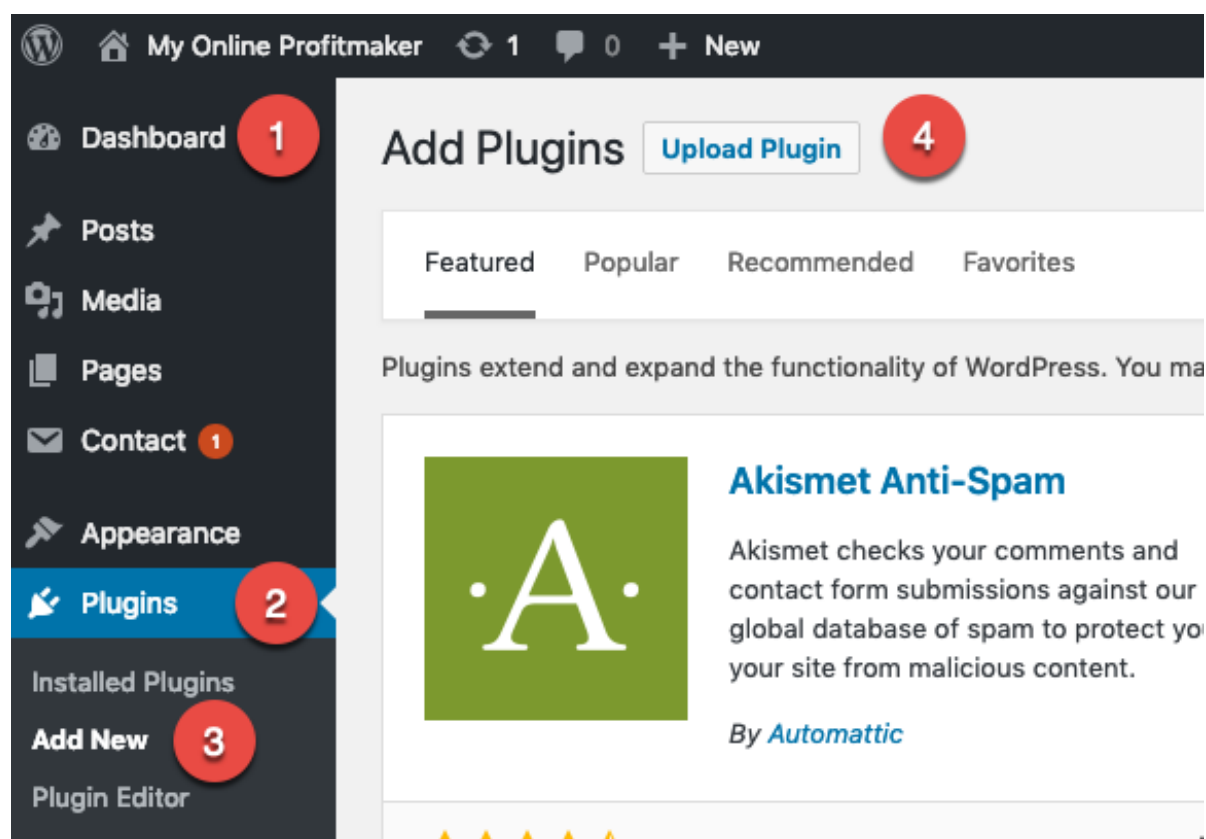
To make it easy, we have created a video tutorial on how to install a WordPress plugin that you can watch by going to [Rebrand.io](https://rebrand.io) and logging into the Member's Area and navigating to the [Video Tutorials](#) page.

However, if you just want to follow text-instructions, then you can follow our step by step tutorial below which describes how to install your **CurrentUser plugin**.

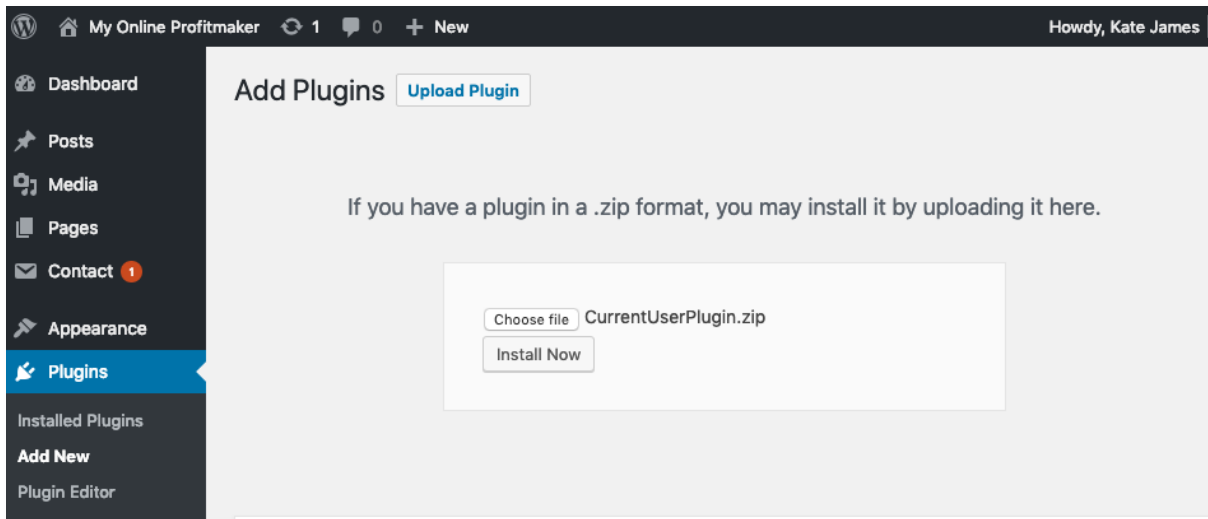
First, you need to go to WordPress admin area of your website at: <http://www.YourDomain.com/wp-admin> and log into your WordPress **Dashboard** (1 in the image below).

Next, from the left-hand side menu select to visit **Plugins** (2) » **Add New** (3) to visit the required page.

Next, click on the **Upload Plugin** button on top of the page (4).



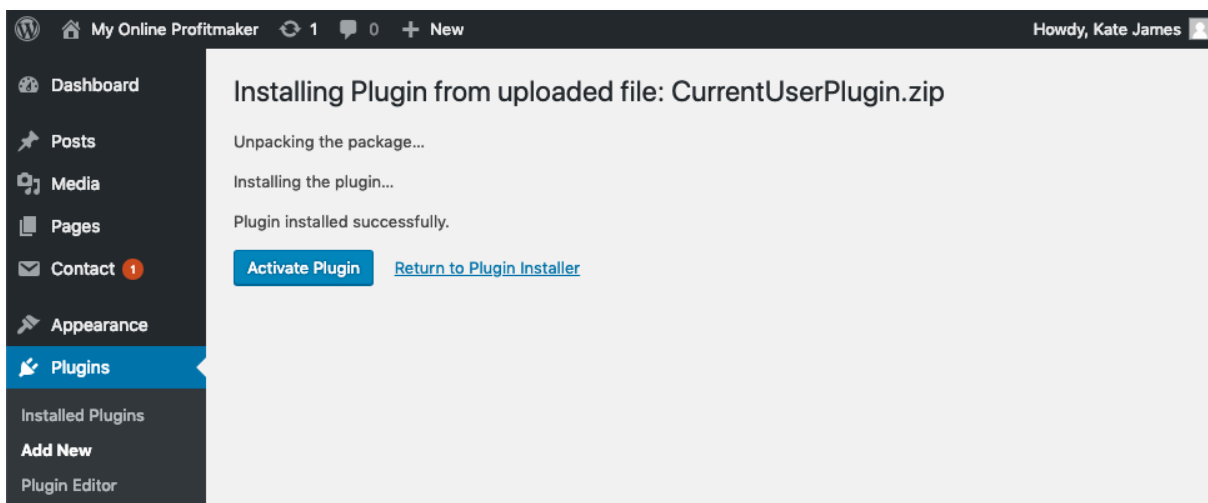
This will bring you to the plugin upload page. Here you need to click on the **Choose File** button and select the **CurrentUserPlugin.zip** file you previously downloaded to your computer.



After you have selected the file, you need to click on the **Install Now** button.

WordPress will now upload the plugin file from your computer to your WordPress website and install it for you.

When successfully uploaded and installed you will see a **success message** like this:



Once installed, you need to click on the **Activate Plugin** link for the plugin to start working.

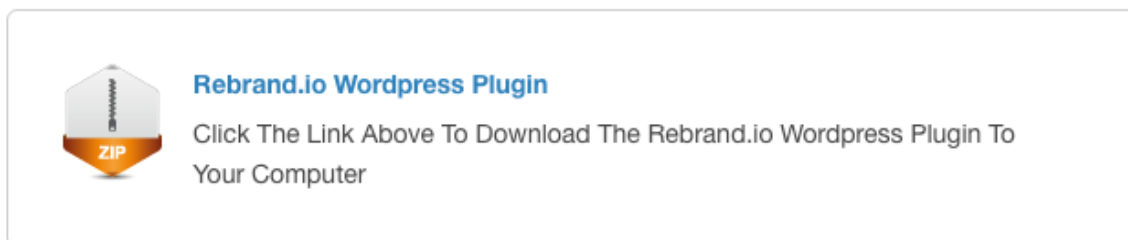
Please Note: There is no license activation for this plugin and there are no Plugin settings that require changing. Simply visit any user's edit page to select the data you would like to see in the URL string by selecting Yes / No to each data field.

4.5.0 Managing Your License Keys

Your Rebrand.io Plugin (not the Current User plugin) requires a valid License Key to unlock all features. In this section we will explain how to find and manage your license keys.

4.5.1 Where to Find Your License Key

For your convenience your personal license key is shown to you on the [WordPress Plugin Download & Licensing](#) page immediately beneath the download link for the plugin itself.



Your Personal License Key:

Your license key is: **REBRANDIO_XXXXXXXXXXXX**

4.5.2 Where to Find Your List of Domains Where You Have Licensed Rebrand.io

Beneath your Licensing Key is a list of all the websites and domains where you have installed the Rebrand.io plugin and used your licensing key to unlock all the features.

Domains for License ID 453

Total Activations: 1

Domains	Name	Email	
theinternetmarketingnewslett	admin@nickjamesadmi	admin@nickjamesadmin.t	Remove

Save Changes

The number of times you can use your Rebrand.io is restricted. For details of the maximum number of times please refer to your purchase receipt which details the maximum number of installations you have been allocated.

Should you ever decide to uninstall your Rebrand.io Plugin from a WordPress site where it has previously been licensed, (*because you now wish to use it elsewhere*), you can click the REMOVE button to “release” your Rebrand.io license from that domain and make it available to be moved to a new domain.

4.5.3 Why You Should Not Share Your License Key with Others

PLEASE DO NOT SHARE YOUR LICENSING KEY WITH OTHERS.

It is not wise to share your licensing key with others or to accept an offer from a friend to use their Rebrand.io License Key.

Instead please consider recommending Rebrand.io to your friends and contacts via our Affiliate Referral Program.

Full details about our Joint Venture or Affiliate Program can be found at:

<https://Rebrand.io/affiliates>

SECTION THREE – HELP

5.0 Using Rebrand.io With Autoresponders

Content to be added about this topic

6.0 Troubleshooting

If you are having trouble with **Rebrand.io** these handy pointers should help.

- Firstly, please check you have a valid active membership by logging into the Rebrand.io members area if using the SaaS Dashboard or your WordPress plugin is successfully licensed and listed on your Download & Licensing Page.
- Second, please make sure that ALL of the merge fields you have included in your MS Word® document also have the required parameters in a URL query string.
- Third, please reach out to us via the dedicated support desk at <https://Rebrand.io/support>. We do not offer support by email. All support must be raised via the dedicated support desk. Support is provided to all active members on a first come first served basis. You must be logged into the Member's area to raise a support ticket or respond to an existing ticket.

7.0 Glossary

Affiliate: A person or business who is rewarded for each visitor or customer brought to another business by the affiliate's own marketing efforts.

Code Snippet: Is a programming term for a small region of re-usable source code, machine code, or text.

Lead Magnet: Is an incentive that marketers offer to potential buyers in exchange for their email address, or other contact information.

Merge Field: A place holder in a document or program where variable data can be input from an external source.

Parameter: An element or variable that defines an operation in this case inserted into a merge field.

Plugin: A software component that adds a specific feature to an existing computer program.

Query string: is the part of a uniform resource locator (URL) which assigns values to specified parameters.

SaaS: Software as a service.

Shortcode: A specific code that lets you do nifty things with very little effort. They can embed files or create objects that would normally require lots of complicated, ugly code in just one line.

Viral: Used to describe something that quickly becomes very popular or well known by being published on the internet or sent from person to person by email, phone, etc.

WordPress: A free and open-source content management system (CMS) based on PHP & MySQL. Features include a plugin architecture and a template system.

zip file: Is a collection of one or more files and/or folders but is compressed into a single file for easy transportation and compression. The single file ends in the extension .zip.