Accessing Content

To access content follow these steps.

- Step 1 Go to https://contentshelf.com/users/
- Step 2 Enter your email address and password that you set up when ordering.

Once logged in you will be in the "Content Shelf" area which will allow you to access your content.

<u>Downloading</u> – Downloading can be accomplished by clicking on the file download icon. Depending on your browser settings, you may start the download immediately to your "Downloads" folder, or your system may ask you where to save it. If the save option is presented, select the folder you would like to save the download to. Don't forget to keep a mental note of which folder your download was saved to. If you download a PDF and find that it's protected by a password, the password will be the email address you used when you made your purchase.

<u>Streaming</u> – Streaming can be accomplished by clicking on the streaming icon. If the streaming video or audio does not automatically start, click the "Play" icon.

<u>Dropbox</u> – Sending to Dropbox can be accomplished by clicking the send file icon. A new page will open, and you'll be asked to login to your Dropbox account. Once logged in, you'll be asked if Content Shelf is allowed to send you a file. Choose "Allow" to send your file to your Dropbox account.

<u>For IOS Users</u> - IOS devices (iPad, iPhone, iPod) do not have drive letters or download folders. For the best download results we suggest saving content to a Dropbox account.

Please read and abide by the license agreement that accompanies your digital product purchase.

Password Reset

To reset your password follow these steps.

- Step 1 Go to https://contentshelf.com/users/
- Step 2 Enter your email address that you set up when ordering.
- Step 3 An email will be sent with instructions on how to reset your password.

If you are not receiving emails please make sure to check your spam filter.