

## Welcome to the Massive Sway family. We're so glad you're here!

Our mission is to help you earn income for the content you create. In order to get started, you'll need to open an account on our blogger dashboard, iSway. Once done, you will be able to see the campaigns we have to offer and automate sharing your latest social media stats... all with the click of a button!

Let's get started.

- 1. Please begin at our homepage: http://massivesway.force.com.
- 2. Click on the text link that says:

## "NOT YET A MEMBER? Click here to sign up."







3. This will take you to a short "New Blogger Registration" form that looks like this:



## **New Blogger Registration**

Hello! We are thrilled you want to join the Massive Sway blogger network.

Signing up is easy.

Fill out the below form, click "Sign Me Up" and we'll be in touch within two business days (usually less!).

First Name
Last Name
Email
Facebook Email Address
This is the email that will be used to log in to your portal. Please make sure that it matches your Facebook user email.
Birth Year
Gender Female \$
Blog URL
Business TypeNone +
On your taxes, which type of classification do you select? If you have not set up a business entity for your blog, then please select sole proprietorship.
Sign me up! Cancel

4. Fill out and submit the form.

5. Once the form is submitted, you will recieve our Massive Sway contract and a W9 via email.

• This email will come from Francesca@swaygroupllc.com through Echosign (an e-contract website). If you do not receive the email, please check your spam folder.

6. Our simple contract outlines how we work with our bloggers. Please sign the contract in all of the spaces necessary (Echosign will show you which spaces need to be completed).



- 7. Complete the W-9 form.
  - If you are a sole proprietor, please be sure to fill out your social security number (SSN). (This category will apply to most bloggers.)
  - If you have completed the legal process to establish yourself formally as a business, then please fill out your FEIN (Employer Identification Number). To do so, just manually click into the FEIN box.
  - Please only fill out your SSN or FEIN, NOT BOTH. Note that the SSN field looks mandatory, but it is not.
  - Remember, we must have your SSN or FEIN in order to pay you!

8. As soon as we receive the Massive Sway contract and the W-9 form, we will activate your account.

9. Once you receive your activation email, you can return to http://massivesway. force.com to complete your profile info.

Please keep in mind that in order to participate in any of our programs, we need you to blast through these steps as quickly and thoroughly as possible. You won't be able to access the full iSway portal without completing your profile.

And remember that the more info we have about you, the better the programming we can find to match your blog.

Questions? Don't hesitate to ask via email at techsupport@swaygroupllc.com. We're here to help!