

## PLUS500 Newsletter

1. Go to downloads and Add New
2. Add title PLUS500Newsletter 01/01/2021
3. Scroll down and tick PHP Dispatch or redirect
4. Go to Downloadable File and Select File
5. Use upload files and select files
6. Choose new PDF and then upload
7. Insert
8. Publish
9. Go to downloads
10. Note ID number for the post
11. Go to Posts
12. Add new post
13. Change visibility from public to Password protected
14. Add password premium service
15. Add Title with correct date: Plus500 Newsletter 01/01/2021
16. Add the following Narrative: Click here to read the Plus500 Premium Service, powered by Corellian, weekly newsletter.
17. Go to right hand menu and choose post option
18. Go to Categories and tick Client Newsletters
19. Go to Featured images and add the Plus500 Premium Client logo
20. Take ID number from the download and add to PDF Download box
21. Add this link to the URL box  
[https://www.plus500.co.uk/?ncr=true&id=122998&tags=g\\_sr%2B1711614451\\_cpi%2BUKSearchBrand\\_cp%2B70887725030\\_agi%2BBrand.Core\\_ag%2Bplus500%20uk\\_ks%2Baud-810105597318:kwd-297716913246\\_tid%2Be\\_mt%2Bc\\_de%2Bg\\_nt%2B\\_ext%2B1005499\\_loc%2BUURL&gclid=CjwKCAiA7dKMBhBCEiwAO\\_crFGRHaYipVQYvigi2XXsEbeY\\_DVpA8UJQMOq7k8\\_Z\\_HLUqIWhTj7uPhoCxVEQAvD\\_BwE](https://www.plus500.co.uk/?ncr=true&id=122998&tags=g_sr%2B1711614451_cpi%2BUKSearchBrand_cp%2B70887725030_agi%2BBrand.Core_ag%2Bplus500%20uk_ks%2Baud-810105597318:kwd-297716913246_tid%2Be_mt%2Bc_de%2Bg_nt%2B_ext%2B1005499_loc%2BUURL&gclid=CjwKCAiA7dKMBhBCEiwAO_crFGRHaYipVQYvigi2XXsEbeY_DVpA8UJQMOq7k8_Z_HLUqIWhTj7uPhoCxVEQAvD_BwE)
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23. View post and copy link into an email with the password
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