

2017

Tech Assist Bonus



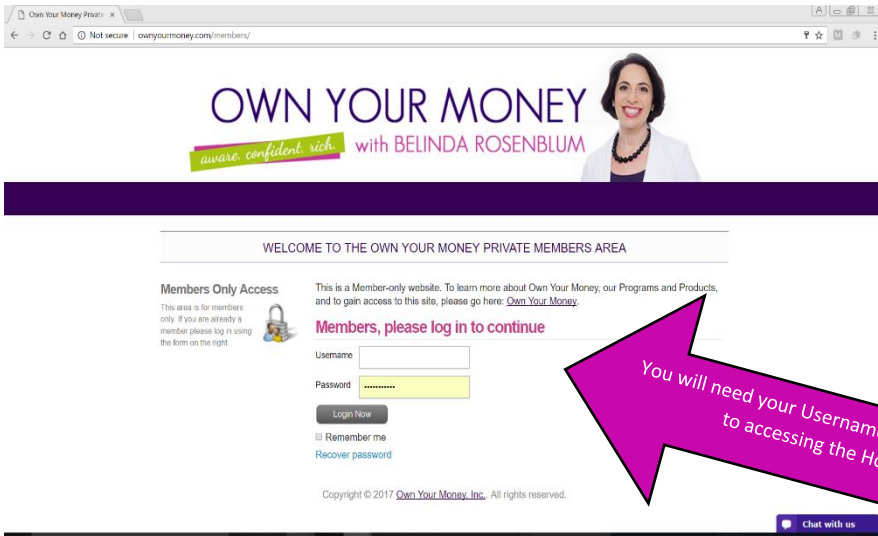
OWN YOUR MONEY

Money Makers Academy

ABOUT THIS GUIDE

This guide has been developed by our Support Team specifically to guide you with step-by-step instructions through the online login process for the Money Makers Academy Membership Site.

Accessing Money Makers Academy Membership Initial Login



Go to website link:

<http://ownyourmoney.com/members/>

Once you have your Username and Password, click on the “Login Now” icon.

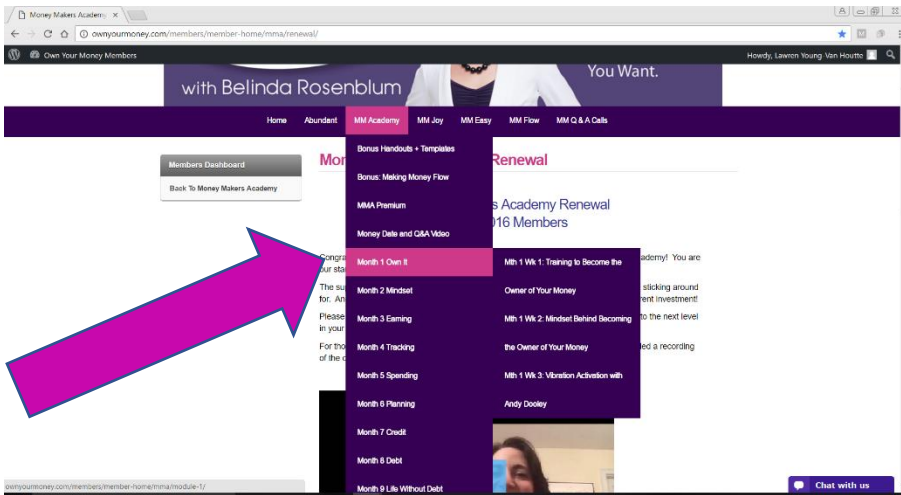
After successfully logging in, you will be directed to the following page, known as the “Members Dashboard.”

From here, follow the instructions below on how to:

- Download Videos from Membership Site
- Download Audio Only
- Download Handouts
- Download Dropbox to Computer or Phone



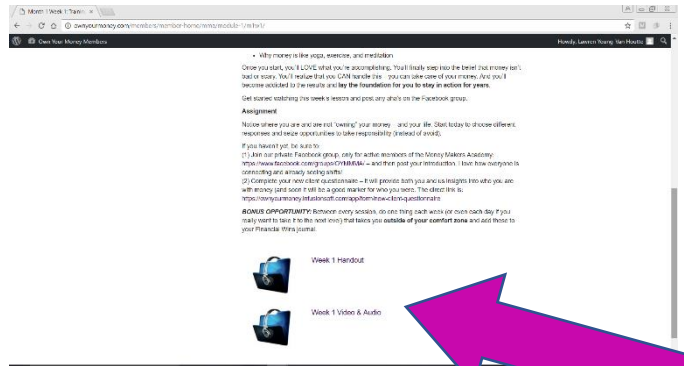
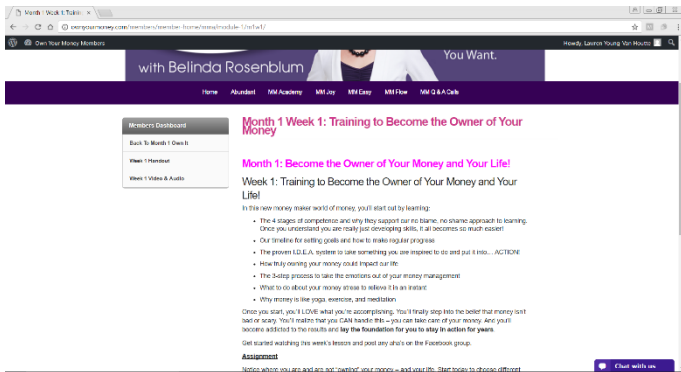
Download Videos from Membership Site



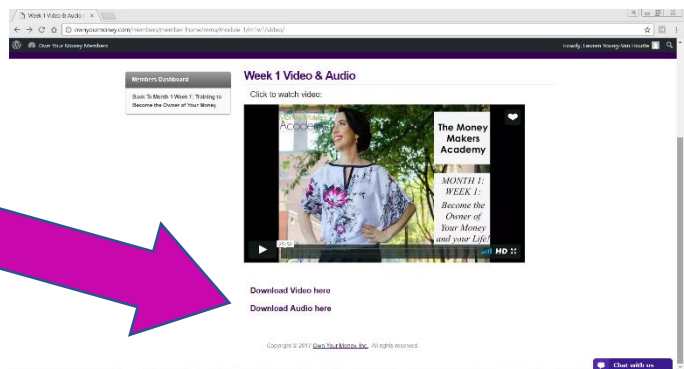
Log in to the membership site at:
<http://ownyourmoney.com/members/>

Under “MMA Academy” Heading, navigate to the specific month and week you are targeting.

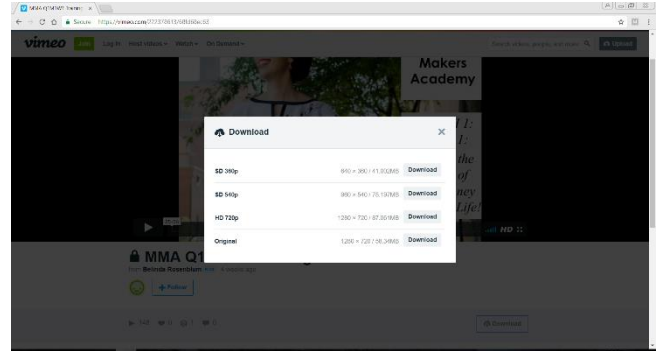
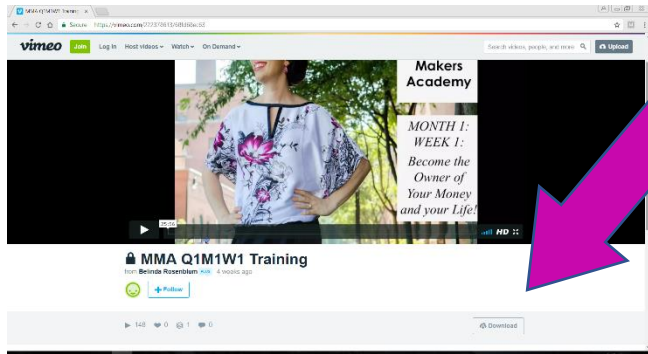
For example, hovering with your cursor over “Month 1, Own It” will add a selection to the right of the different weeks you have access too. Click this week, or the week you’re currently on.



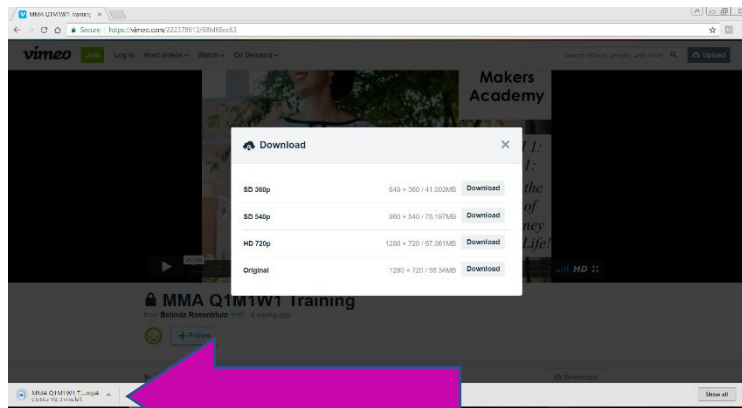
Scroll down to the section where it says, “Download Video Here.” Click on that link.



At this point, click on the “Download” option below the video.



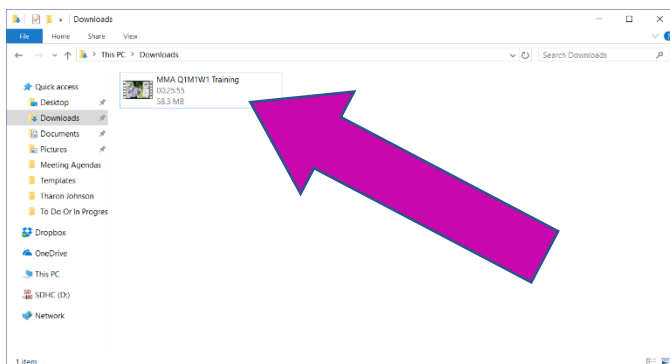
You will have several options to choose from on how you would like to download your video. This will depend on the space available in your computer, as well as what version you own of a PC or a Mac.



If you own a PC, once you choose your download option, the download will begin at the bottom of the screen. If you own a Mac, this automatic download will begin at the top of your screen, on the right-hand side. Keep in mind that with Mac users, your video will save in iTunes, and will begin playing immediately. For instructions on how set up your iTunes account if

you don't already have one, you can find that information here: <http://bit.ly/2uDYOKo>

For PC users: Once you have downloaded the video, you can click on the icon, and the video may



begin playing. You can find this video in your “Downloads” folder. From here, you can leave the ‘File Name’ as is, or you can retittle it for your organizational needs. You have now saved the video for later use.

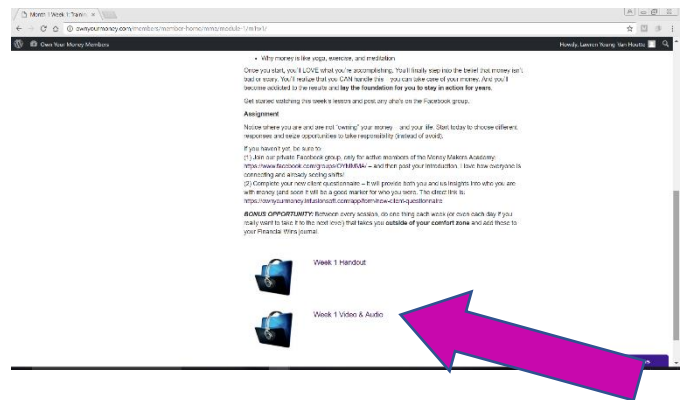
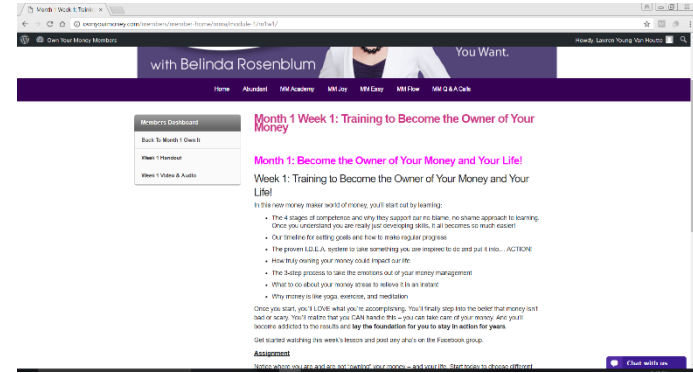
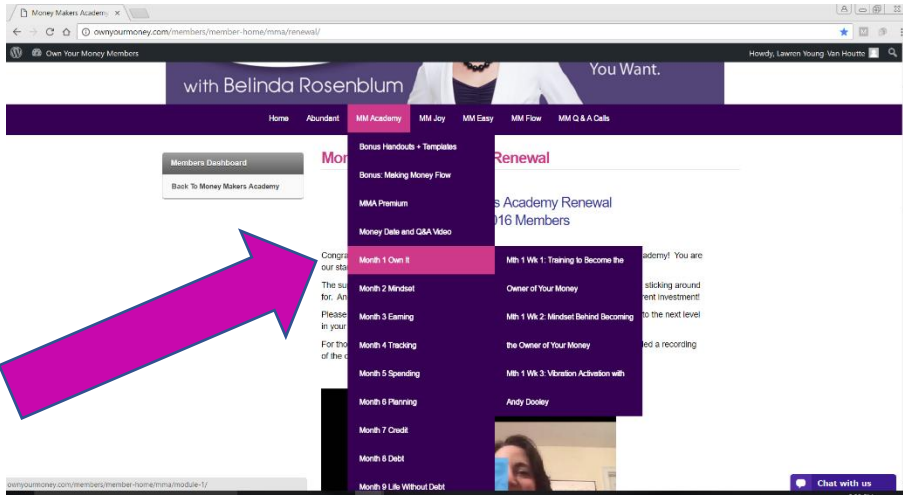
If you choose to save this into a Dropbox Folder, that you wish you save to your computer, or to your phone, please visit this link to learn more about how to download Dropbox, as well as how to save video and audio files. Link: <http://bit.ly/2tmnx5J>

Download Audio Only

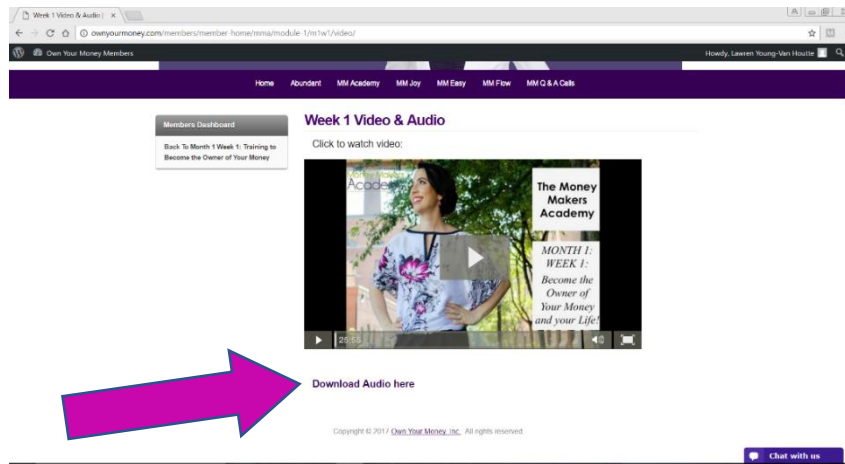
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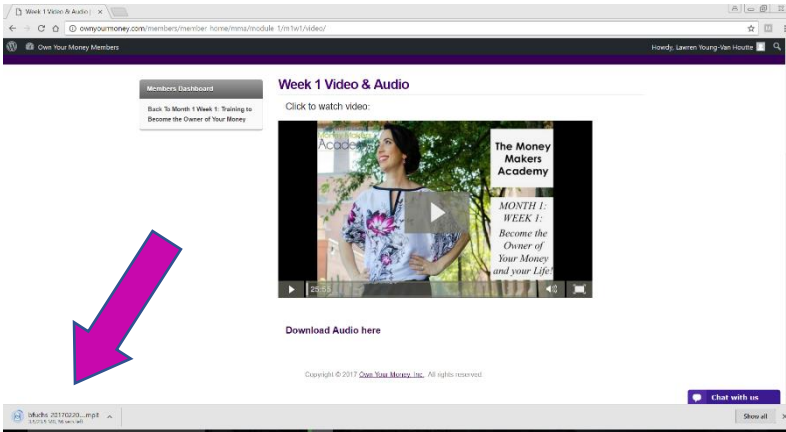
Under “MMA Academy” Heading, navigate to the specific month and week you are targeting.

For example, hovering with your cursor over “Month 1, Own It” will add a selection to the right of the different weeks you have access too. Click the this week, or the week you’re currently on.



Scroll down to the bottom of the page, and click on the “Week 1 Video & Audio” Folder. Immediately below the video, you will see the option to click on “Download Audio Here.”



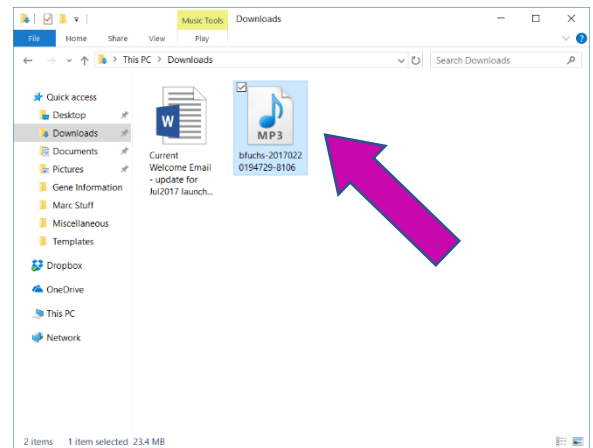


Upon clicking the icon, the download will immediately begin. Once the file has finished downloading (be patient, it may take some time), you will have the option to choose “Save As” in the dialog box that pops up at the bottom of your screen.

You can leave the ‘File Name’ as is, or retitle the file for your organizational needs. Ensure the ‘Save As Type’ is MP3 file.

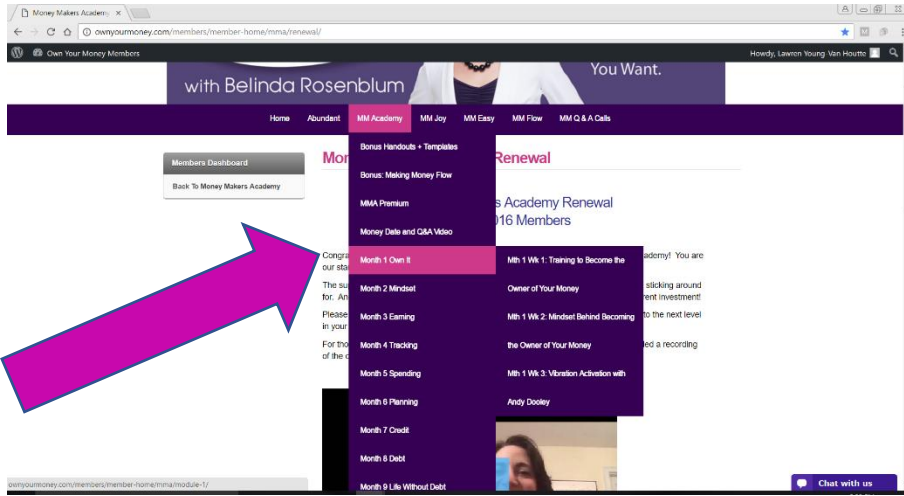
However, you may already have your computer pre-set to automatically begin playing the Audio file on a software program (i.e. Windows Media Player). If so, you will need to go to your “Downloads” Folder on your screen, and drag the MP3 Audio File onto your Desktop.

Once you’ve done so, you will have the option to ‘Right Click’ on the Audio file icon, and choose “Rename,” to save the Audio File as you wish. You can then navigate to the specific location on your computer that you wish to move the Audio file to by either ‘dragging and dropping’ the file into a specific folder for listening at your convenience.



You have now saved the audio file for later use. You can also choose to transfer this audio file (via USB port or email) to a mobile device on which you can play MP3 files. If you wish to download Dropbox to your phone or computer to listen to the audio file at your leisure, please visit this link here to learn how to do so: <http://bit.ly/2tmnx5J>

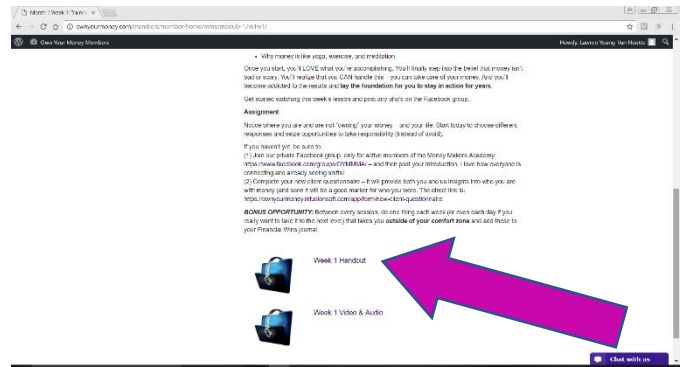
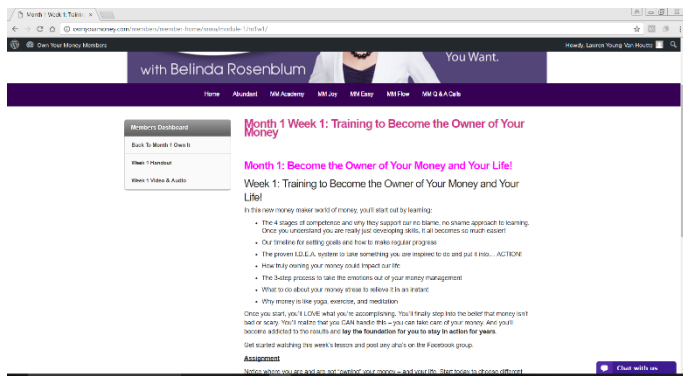
Download Handouts



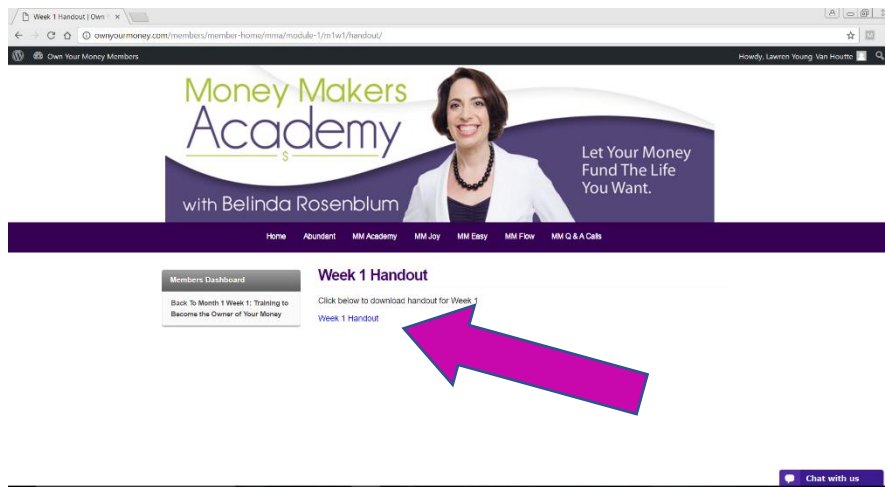
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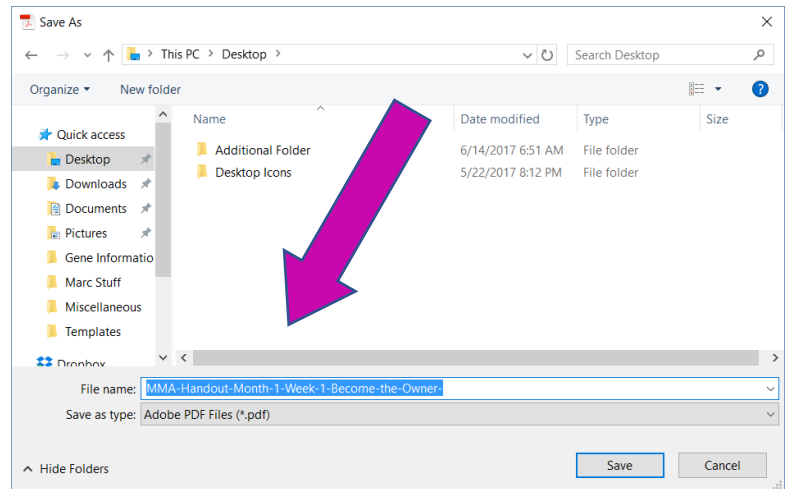
Scroll down and click on the ‘Week 1 Handout’ folder icon. Click on the handout you wish to download, if there is more than one.



The handout will either open in a new tab on your computer, or will automatically open as a PDF document. If it opens in a new tab, right click on the handout, and choose 'Save As.' You can leave the File name as is, or retile it for your organizational needs. Navigate to the specific location on your computer that you wish to save the file to via the menu on the left side of the dialog box.

If the file automatically opens as a PDF, you can click on the 'File' icon at the top of the PDF, scroll down to the 'Save As' option, and leave the File name as is, or retile it for your organizational needs.

You now have saved the Handout for later use.

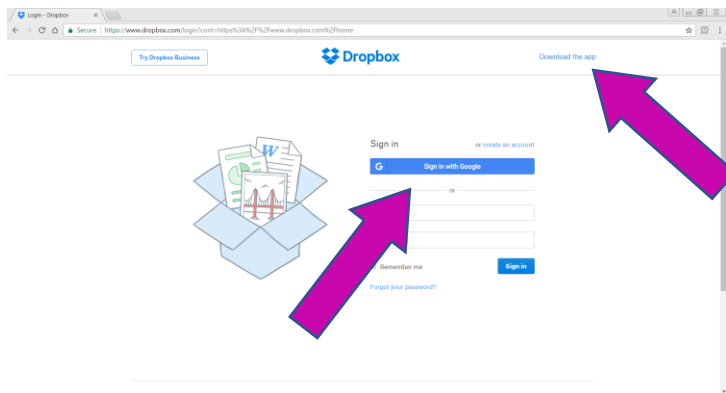


[Download Dropbox to Your Computer and Mobile Phone](#)

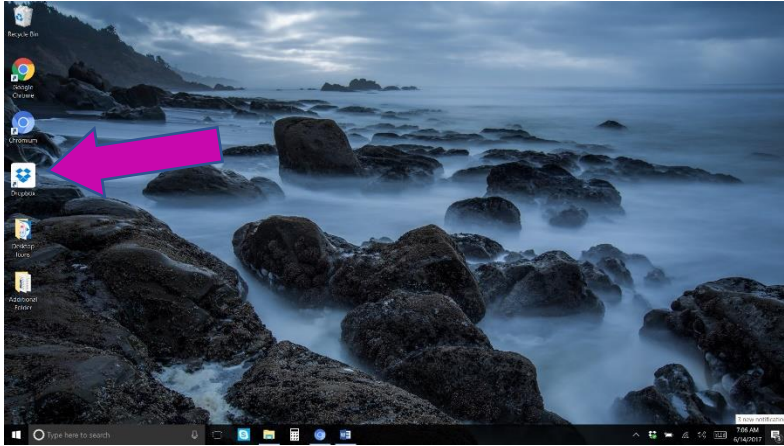
The purpose to download “Dropbox” to your computer or mobile device, is so that you may have the opportunity to listen on your phones whenever you want. The Dropbox desktop application creates a folder on your computer that will work like any other folder, but has some additions to it that make it worthwhile such as:

- Changes you make to the files you save in Dropbox will automatically sync to your account at Dropbox.com and to your mobile device.
- The Dropbox desktop and mobile application give you easy access to your files, even when you’re offline.

Go to the website www.dropbox.com. You will see in the top right-hand corner the option to “Download the App.” Upon clicking that icon, Dropbox will immediately begin to download onto your computer. You will need to “Create and Account” online with Dropbox to be able to sync your files.



Once installed, you’ll either be prompted to sign in or to create a new account, if you choose not to do so prior to clicking the “Download the app” icon. If you wish to download Dropbox to your phone or computer to listen to the audio file at your leisure, please visit this link here to learn more on how to do so: <http://bit.ly/2tmnx5J>



Once Dropbox is installed on your computer, you'll notice a new Dropbox folder on your hard drive/Desktop.

Keep in mind, adding files, such as the MMA Handouts, Audio Files and Video Files, will automatically sync them to your account online. You can also access these files when you sign into dropbox.com.