

# DIGITAL ASSET GUIDE

FOR DIGITAL PRODUCTS

FONTS ♠ LOGOS ♠ PHOTOS ♠ GRAPHICS  
WORKBOOKS ♠ MANUALS/GUIDES ♠ TEMPLATES  
WRITING ♠ WEBSITES ♠ DATA ♠ MARKETING



*Ammie-Marie*

[ammiemarie.com](http://ammiemarie.com) | [@ammiemariex](https://twitter.com/ammiemariex)

# Hello!

Well, well, well... fancy seeing you here! My name is Ammie-Marie, but my friends simply call me "Ammie"... a completely far-fetched nickname, I know. Who would've thunk it?!

I love to create new things, and the digital asset product(s) you've downloaded is one of my beloved creations. I put my whole heart and soul into the quality of everything I create, and it means the world to me that you find joy, purpose, or meaning in what I've made. If you don't mind me saying so, you have remarkable tastes! I mean, it's not like I'm totally biased or anything; not at all! 😊

There are three (3) primary sections of this guide that you may find useful:

- How to Download Your Digital Assets
- How to Print Your Digital Assets
- How to Use Your Digital Assets

The product(s) you have ordered are only available in the digital sense as a downloadable file, and not available as a tangible, physical item. NONE of the items in your order will be shipped to your door, so I wouldn't hound your local postal carrier as they may give you a strange look.

Thank you for choosing to order from my collection of works. I feel incredibly fortunate to be able to share my creativity with others. Kindhearted folks like you make it happen, and without you, I would be able to do so. I appreciate your support and the trust you have granted me to help fulfill your personal or commercial project needs. I'm grateful for the opportunity.

If you have any questions or concerns regarding your digital asset product(s), please feel free to reach out to me via message, email, social media, raven, or telepathy... although, I'm not sure I have the ability to receive that form of communication, yet... I'll let you know.

Let's get to work!

Ammie-Marie

[ammiemarie.com](http://ammiemarie.com)

Data Analyst  
Marketing Specialist  
Multimedia Designer  
Writer



## How to Download

To **DOWNLOAD** your digital assets from Etsy, please follow these instructions:

1. **VISIT** the website **ETSY.COM** using an internet web browser.
2. **CLICK** on your *Profile* icon in the upper right-hand corner (*Your Account*).
3. **SELECT** the “*Purchases and Reviews*” option in the drop-down menu.
  - i. e.g. *etsy.com/your/purchases*
4. **LOCATE** the order for your digital asset product(s).
5. **CLICK** on “*Download Files*” next to the order details panel.
  - i. e.g. *etsy.com/your/orders/0000000000/downloads?ref=yr\_purchases*
6. **ON** the *Downloads* page, **SELECT** the “*Download*” button next to the product listing information for the purchased item(s).
7. **ON** your device, visit your *Desktop* or your *Downloads* folder.
8. **SELECT** the file collection you downloaded from **ETSY**, then:
  - i. **RIGHT-CLICK** on the compressed (zipped) file *and*
  - ii. **SELECT** the option “*Extract All*” and **CHOOSE** a destination to **SAVE**.
9. **OPEN** the *Folder* containing your previously compressed (zipped) files.
  - i. **VERIFY** you have the correct software installed for any file format(s) you are attempting to view, modify, or access.
  - ii. **ACCESS** the downloaded files and **USE** them for your project needs.

*Ammie-Marie*

ammie.com

Data Analyst  
Marketing Specialist  
Multimedia Designer  
Writer



## How to Print

To **PRINT** your digital assets (PDF) using *Adobe Acrobat*, follow these instructions:

- 1. OPEN** the downloaded file you prefer to *use* or *print*.
  - i. RIGHT-CLICK** on the file name.
  - ii. SELECT** the “*Open With*” option.
  - iii. CHOOSE** “*Adobe Acrobat*” or any PDF software on your device.
- 2. CHECK** your printer for any paper, ink, or connection issues.
  - Please troubleshoot any printer-related issues with the manufacturer of your printer; your device may have troubleshooting software installed to help.*
- 3. GO** to the “*Menu*” option **OR SELECT** “*File*” in the upper left-hand corner.
  - In the drop-down menu, **SELECT** the “*Print*” option **OR**
  - HIT CTRL+P** on your keyboard to activate the *Print* module.
- 4. IN** the *Print* pop-up window, you can **ADJUST** your Printer Properties, Color, Number of Copies, Orientation, Sizing, and Page Setup as you prefer.
  - ADVANCED OPTION:** You can modify the PDF using *Adobe Acrobat*, then **SAVE AS** a new PDF version with your changes.
- 5. CLICK** the “*Print*” button to start the printing process with your printer.

*Ammie-Marie*

[ammiemarie.com](http://ammiemarie.com)

Data Analyst  
Marketing Specialist  
Multimedia Designer  
Writer



## How to Use

To **USE** your digital asset(s), consider one or more of the following options:

1. **USE** it the way *you* originally intended to; *you* bought it, not *me*!
  - i. **USE** or **PRINT** the digital asset(s) as they are *OR*
  - ii. **MODIFY** the digital asset(s) to fit your project needs using *Adobe Creative Suite, Microsoft Office*, or another irrelevant costly software suite.
  - iii. **DO NOT** use for illicit activities... that's what *Craigslist* is for, c'mon now.
2. **THE IDEA GODS:** Walk outside. Stand under the open sky. Wave your hands in the air like you don't care until you're *pink-slipped* and placed in a *72-hour* hold.
3. **THE CAT FILTER:** Turn your new digital asset(s) into an endless montage of cuddly cat imagery, drawing a fine line between *Crazy Cat Lady* and *Comedic*.
4. **FAMILY AFFAIR:** Send it to your coldhearted in-laws, your deranged Uncle that always starts a fight at holiday gatherings, or that old high school friend you really haven't seen in ~10 years, but still likes your *Facebook* posts for some reason.
5. **WHISPERING PINES:** Take your digital asset(s) on a moonlight stroll through the park, and have a seat on the bench next to the lone street light. Whisper sweet nothings to it while people stare and snicker at you as they walk by. *You do you*.
6. **LET THE MUSIC PLAY:** Warm up that old stereo system and serenade your digital asset(s) with the sounds of *The Beatles* while you hold its imaginary hand.

MY LAWYER TELEPATHICALLY SAYS I NEED TO CLARIFY  
THIS ENTIRE PAGE OF INCOHERENT RANTING IS  
FOR ENTERTAINMENT PURPOSES ONLY.  
IDK, HE'S THE EXPERT, NOT ME.  
LISTEN TO HIM.

*Ammie-Marie*

ammie Marie.com

Data Analyst  
Marketing Specialist  
Multimedia Designer  
Writer



Thank  
you

~~CLIENT~~  
~~PATIENT~~ SATISFACTION SURVEY

Any and all unsolicited advice you may have  
regarding your experience with your order  
would be greatly appreciated!

TAKE SURVEY

^ click here  
... to pay off your imaginary student loans with an iTunes gift card  
from an abandoned Kmart parking lot while talking to some guy in Tuvalu.  
Choose your own adventure!

*Ammie-Marie x*