

ART FORUM CATALOGUE 2008: Instructions for online catalogue entry processing

Step 1:

Login

Enter at the following website your user name and password.

Web address: <http://afb.autosatz.de>

User name:

Password:

Step 2:

Processing the ART FORM BERLIN 2008 catalogue entry

When you are logged in, the information we already have on file from you is displayed.

To make any changes or additions to the entries, follow instructions a to c:

a) **Process Catalogue Entry**

First of all, **process your entry** for publication in the ART FORUM BERLIN 2008 catalogue

b) Please **check** your entry

c) **Send data**, Send your data to the catalogue producer

A new window opens, in which you **confirm the process**.

A pop-up window is now displayed, in which you are prompted to **confirm your entry again: Yes, my data are correct and I want to send it**.

A copy of your entry will be sent to your e-mail address.

Please note: Once you have sent your data, you will not be able make any changes to it. If you wish additional modifications, please send us a message by clicking on "Contact".

Step 3:

Relevant only for the participants of the Special Exhibition, as far as they have been admitted by the curator, Mr. Hans-Jürgen Hafner.

The process of editing your entry for the Special Exhibition is similar to the process above.