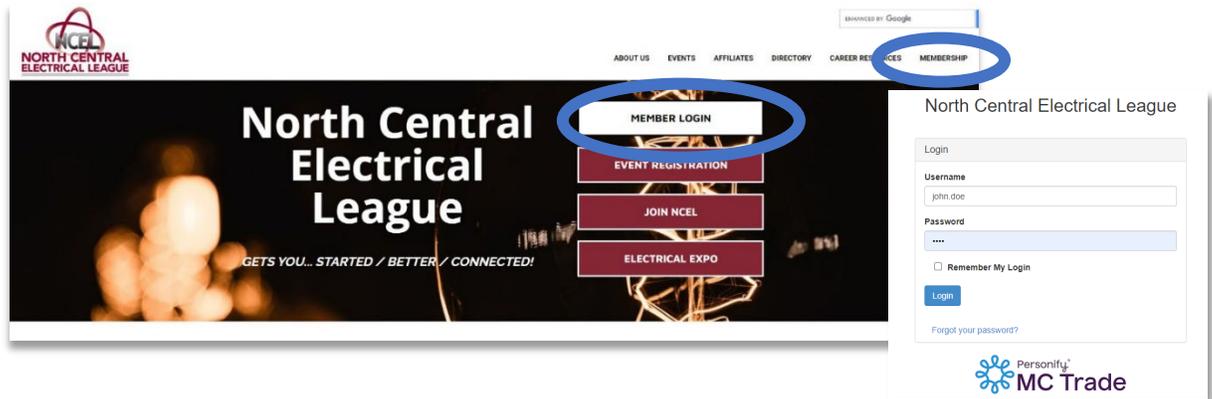


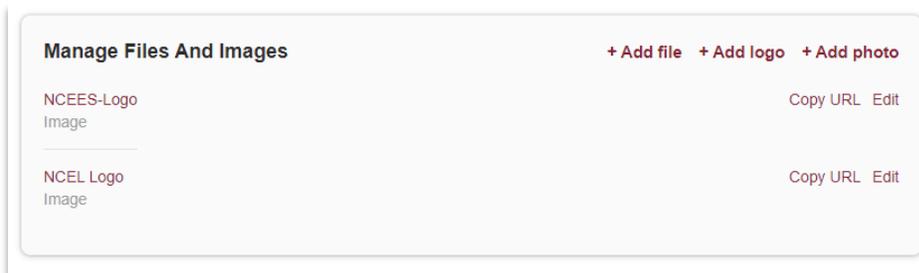
HOW TO UPLOAD YOUR COMPANY LOGO TO YOU PROFILE

You will need your NCEL log in information and have editor privileges assigned. If you do not have either of these please contact NCEL at (952) 854-4405 and we can assist you.

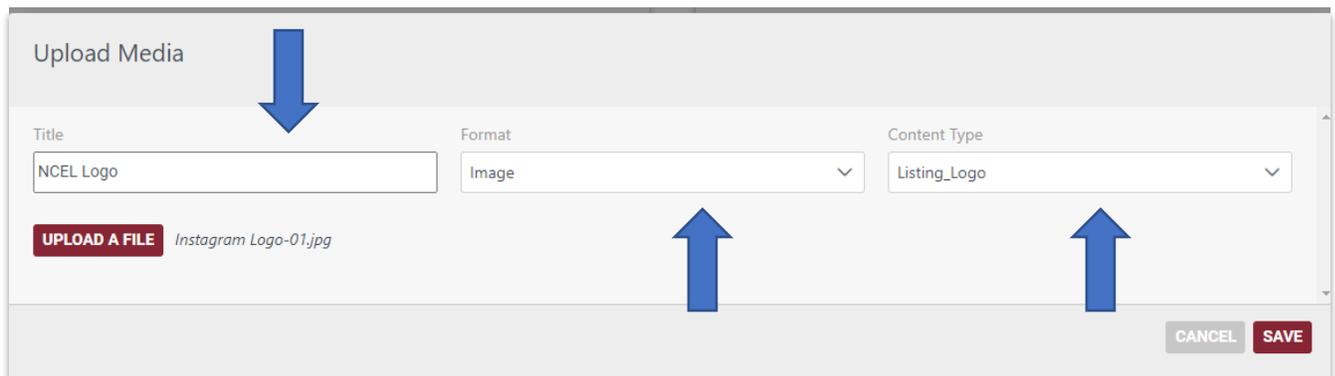
1. Go to the North Central Electrical League website www.ncel.org
2. Login to your member portal. You can find the login access on the main home page either on the main menu or in the membership drop down menu found in the upper right corner.



3. Scroll down to the bottom of the Member Portal Home page and find “Manage Files And Images”. Click on “+ Add Logo”.



4. Enter a title, Select the two drop down menus and select “Image” and “Listing Photo”. Click “Upload a file” and upload your logo. Your logo will be seen in the directory and if your organization sponsors any event with NCEL it will be on the events page. Files must be PNG or JEG.



HOW TO UPLOAD YOUR COMPANY LOGO TO YOU PROFILE

5. Once you have uploaded your logo and other content select SAVE at the bottom of the page.

***If you are updating your logo due to it changing please contact the NCEL so we may update your company logo in our data base. Please email a PNG or JPEG of the logo to tara@ncel.org.