## Editing a Print Template with Multiple Background Images

Some print templates support more than 1 background image. For example, a 2-page brochure could have a different background on each page. When setting up this type of template to be used, you should specify images for each placeholder.

- 1. Navigate to Manage Marketing → Manage Templates.
- 2. Locate the template you want to work with by scrolling the list, by using the search bar, or by selecting folders and/or tags.
- 3. Select Actions → Duplicate.

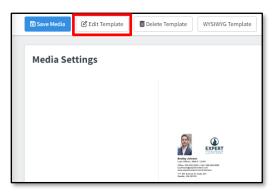
Search	٩	Create Asset 👻		🖩 目 Newest First 👻
All Active Inactive All	603	A A Antonio Antonio Altano	EC - Self-Serve Print Template Bifold Brochure A - CB - 1080 Costmated Attre Provided by Expert Content   Admins may leverage this bifold brochure self-serve template to upload a front and back image to be printed and folded. Co will dynamically populate user and comarketing partner profile information and cannot be repositioned. Delivery: Print & Ship Cost Split: 50% Lender / 50% Co-Marketer	Actions - Media Markups Media Settings Team Settings User Settings
Print Flyers Direct Mail Postcards EDDM Postcards Greeting Cards	111 22 24 60		EC - Self-Serve Print Template Bifold Brochure A - SB - 1079 Active Provided by Expert Content   Admins may leverage this bifold brochure self-serve template to upload a front and back image to be printed and folded. Co will dynamically populate user profile information and cannot be repositioned. Delivery: Print & Ship	Edit Template Delete Template View Template Duplicate
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- 4. In the Duplicate Asset box:
  - a. In the **Name** field, enter a name for the duplicate asset.
  - b. (optional) Check the **Duplicate Template Settings** box if you want attributes of the template itself (such as folders, tags, and cost sharing) to be copied to the duplicate. Hover the mouse pointer over the **(?)** icon for a full list of these settings.
  - c. (optional) Check the **Duplicate Access Settings** box if you want the access settings of the template (such as user and team settings and co-marketing partner access) to be copied to the new duplicate. Hover the mouse pointer over the (?) icon for a full list of these settings.
  - d. Click the **Duplicate** button.

Duplicate Asset	×
Name *	
Which of the following would you like to duplicate?         Duplicate Template Settings ?         Duplicate Access Settings ?	
	Cancel Duplicate

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- 5. You are routed to the Media Settings page for the new asset. Click the **Edit Template** button.



6. In the editor, click the **Change Image** button in the upper-right corner.



- 7. In the Select an Image box:
  - a. Upload an image file by either clicking in the **click to upload** area and navigating to the image file you want to add or by dragging a file and dropping it in this area.
  - b. Click the **Update Main Image** button. This applies the URL to the first image toggle in the code editor on the left side of the page.

Select an Image	×
Drop Images Here or click to upload .pngjpgjpeggif files with a size less than 50MB	
	Cancel Update Main Image 🔹

- 8. Click the **Change Image** button again to upload another image.
- 9. Add a file to the Select an Image box as before. Do *not* click the Update Main Image button.

10. With the 2<sup>nd</sup> image selected, click the drop-down arrow next to the Update Main Image button and select **Copy URL**.



11. In the code editor, locate the code line for the 2<sup>nd</sup> background image and select the text Insert URL here. Do *not* select the quotation marks surrounding it.



- 12. With the text selected, right-click on it and select **Paste** (or use a keyboard shortcut such as [Ctrl] + [V] to paste). The URL is inserted to replace the selected placeholder text.
- 13. Click the **Refresh Preview** button to see the result of your changes in the preview section on the right side of the page.

Upload Multiple Images Test Template								
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1 Asset Set</td								
2	Refresh Preview							
4								
	var: background_image_1							
5	5 comment: Insert front image on asset							

14. Save and publish the asset as you would with any other print asset.