**Email Banner attachment instructions:**

To add to your signature for all emails,

Save the file to your computer

Click on New Email

Click on Signature in the Message Ribbon

Select Signatures

Add picture to signature block and arrange as desired

Click on the picture and then Click Insert Hyperlink

Type the conference URL or copy paste: https://ce.bswhealth.com/2025Tech4Better

Click OK

To resize the images, right click while in the signature block and select picture, then click size tab at the top and resize to desired size for your emails. I use 30% for the block in my email as I have more than one to add. You can increase/decrease size to your preference.

