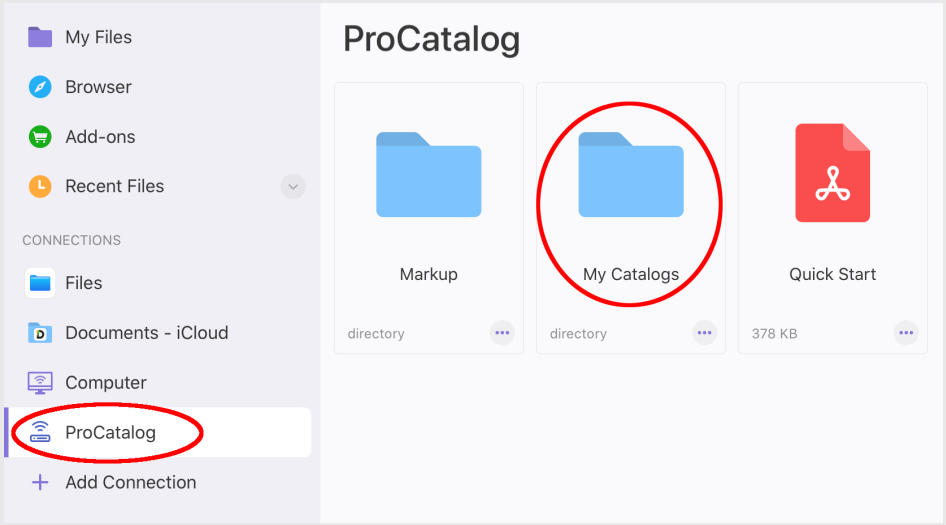
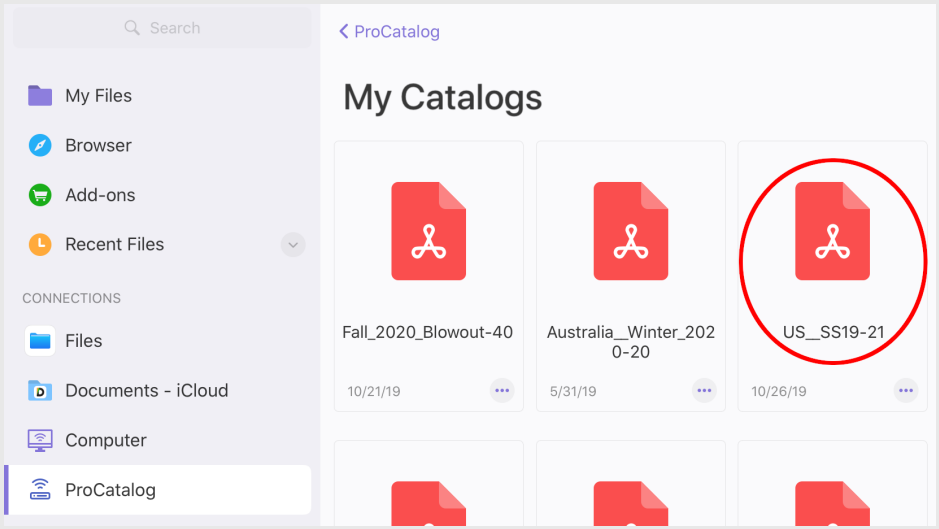
ProCatalog Markup Tool Quick Start

Browse — Save a copy — Mark up — Finish

Find a catalog to mark up in the **My Catalogs** folder.

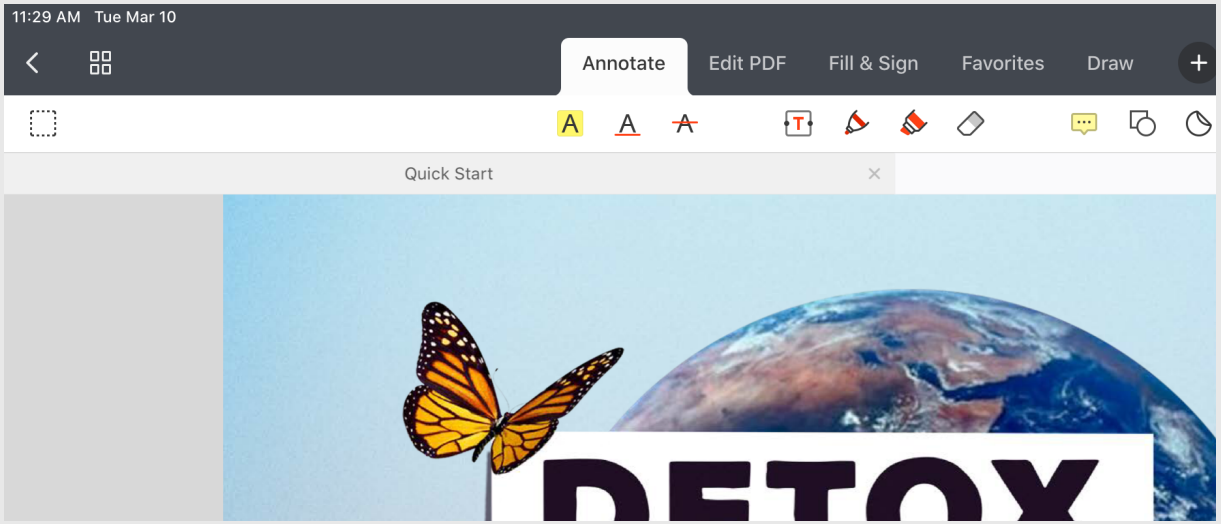




My Catalogs - Contains the catalogs you made on the ProCatalog website.

Markup - Save marked up catalogs here to be processed.

Quick Start - You're reading it!



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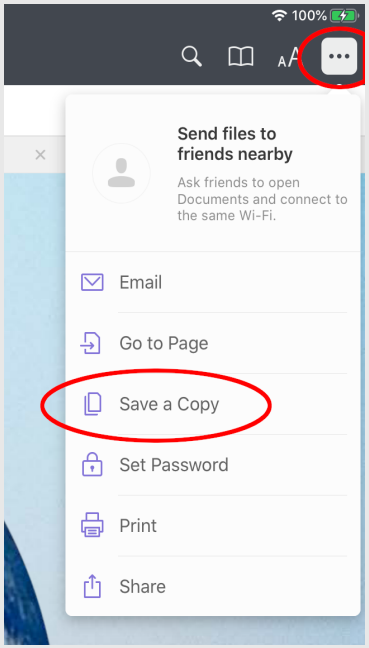
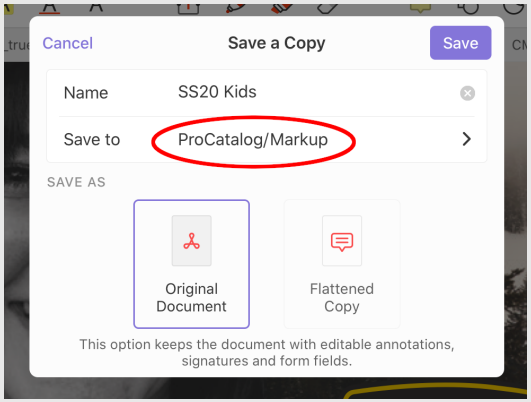
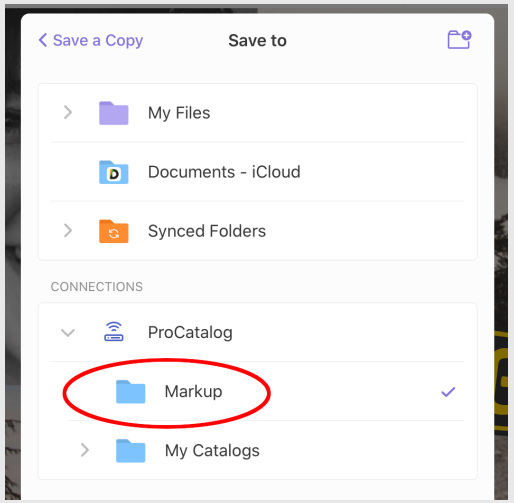
Save a copy of the catalog **before** making any changes.

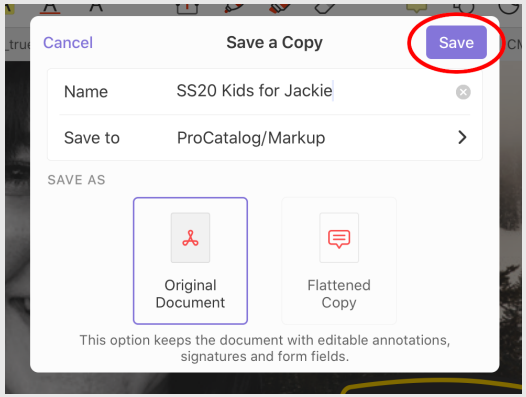


Save to the **Markup** folder.





Choose a descriptive name and save.



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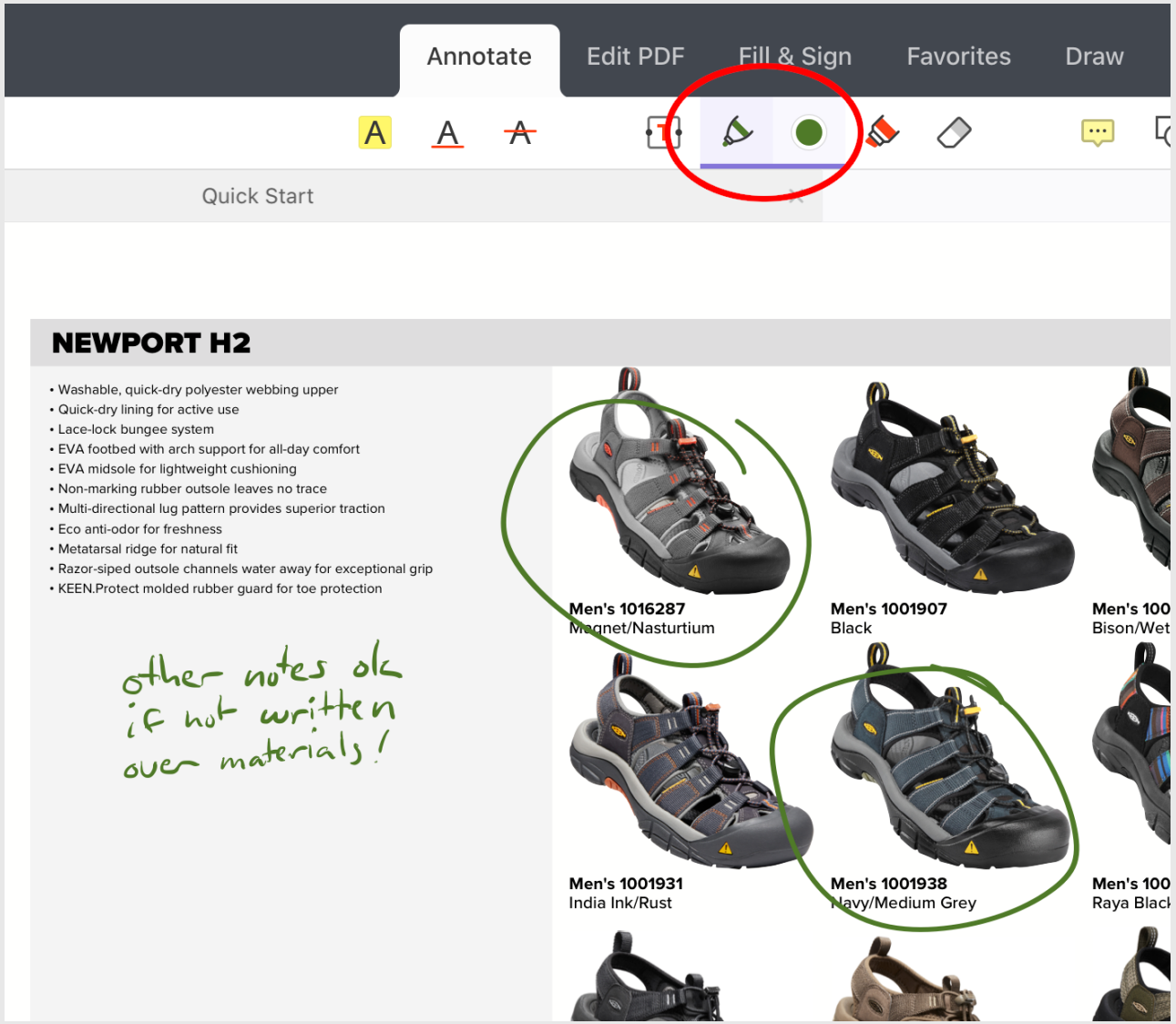
With the pen tool, circle the materials you want to include in the spreadsheet.

Line color and size don't matter.

Don't overlap other materials too much or they might get selected by accident.



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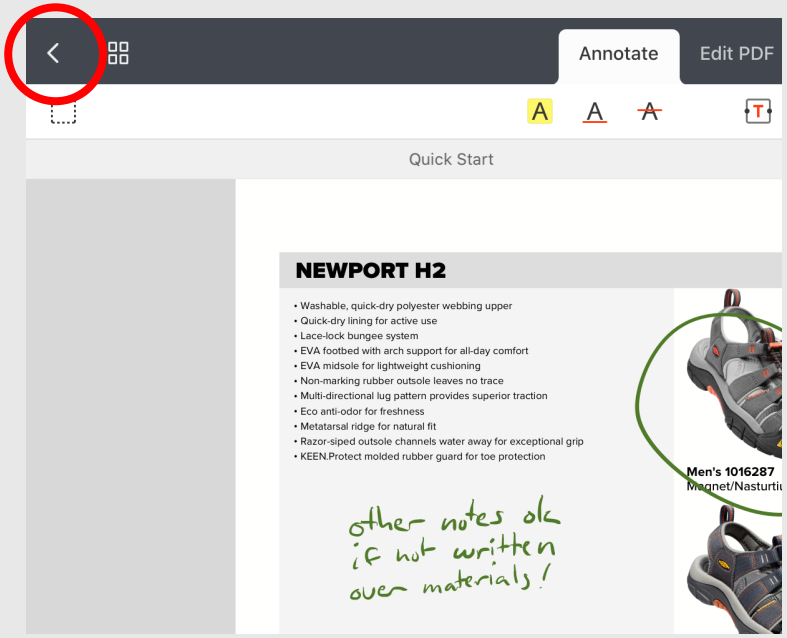
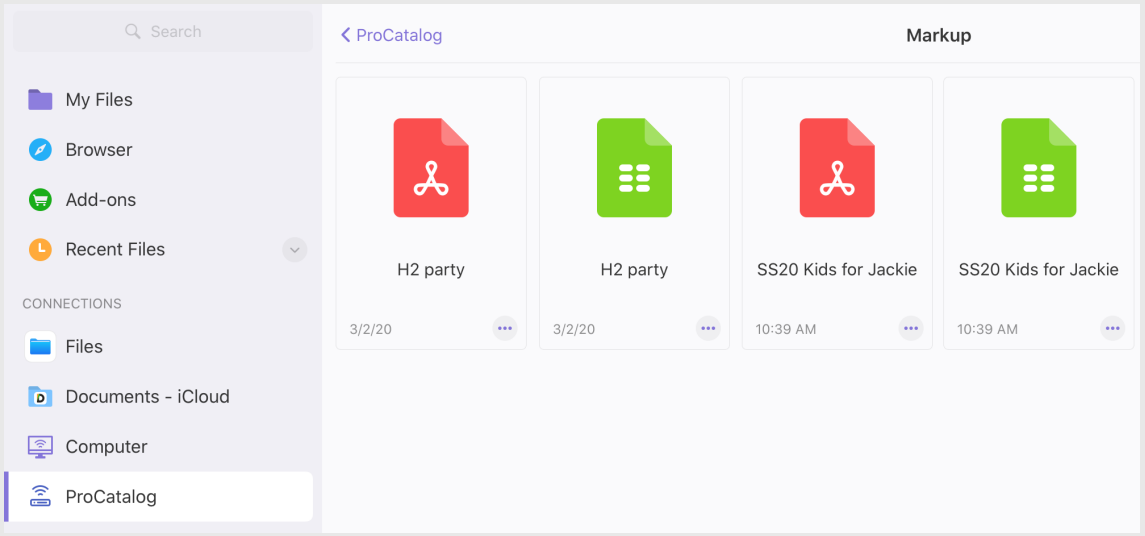
Close the catalog. Changes will be uploaded automatically.

In a few minutes you'll receive an email with the finished spreadsheet.



You can also find the spreadsheet in the **Markup** folder. You may have to swipe down to refresh.