

The Power of Online Directories and How to Get Started Fast!

Introduction

More and more small businesses today are using online directories to their benefit. If you run a small business, then odds are you spend a great deal of your time thinking about your marketing plan. Online directories can be a great addition to your current small business marketing strategy. Online directories can help your small business expand its website traffic, increase the likelihood that your website will be found by interested viewers and increase your bottom line. If you haven't taken a look at online directories and considered how your small business could use them to increase its market presence- then now is the time to start!

What Are Online Directories?

There are many different types of online directories available on the Internet.

Each of these online directories serves a specific purpose and can be used by your small business in specific ways. An online directory is a website submission service that allows your small business's website to be added to a specific category where it can be searched for by interested viewers. These searchable online directories allow their



viewers to search for websites and businesses that they find interesting or that they want to learn more about. Listing your small business on an online directory increases your website's visibility on the web and helps to create inbound links to your business's website. Online directories make it easy for people to find what they are looking for. These directories can be accessed from just about anywhere that has an internet connection. This means that people could find your business's website from their home, office or even while traveling.

Every website that is submitted to an online directory is placed in a specific category. These categories can range in how they are organized. Some are organized by business-related categories, some are organized according to personal preferences and others are organized by subject. Each category consists of several websites relating to a specific topic. Each website listing features the name of the website, a direct link to the website and a short description of the website. Interested Internet viewers will be able to browse through the various categories in the directory and locate websites like yours that they may be interested in viewing. Essentially, online directories make it easier for random viewers to find your business's website.



How Do Online Directories Work?

The concept of online directories is actually a pretty simple one. Online directories are very similar to the Yellow Pages in the real world, only these listings are only online. (Actually Yellow Pages.com is now an online directory as well) A directory is just a listing place for a number of websites. Any type of website could be listed in an online directory. Some online directories are huge and cover every topic that someone could create a website for, while others are very small and specific to a specific niche.

Let's use an example. Say you are a model airplane enthusiast and you want to find some websites that cater to your specific interest. You could look through a huge online directory such as Yahoo's online website directory and find several dozen websites that are related to model airplanes. Or you could look for an online directory that is niche-specific, which means that the entire online directory would be based on hobbies such as model airplanes. With a niche-specific directory you may find even more websites that are based on your specific interest than what you could find on the larger directories.

Since online directories are organized by categories, finding websites that relate to a specific interest such as model airplanes is very easy. You could find information and websites about model airplanes in your local region too if you use a regional-specific online directory. So if you live in Phoenix you could find websites that relate to



both model airplanes and the Phoenix area. Online directories will direct you to websites that you want to find. All you have to do is perform a search in the online directory for a specific topic or browse through the various categories until you find the type of websites you are looking for. When you perform a search you will be given a list of all of the websites that relate to your search term. You will be presented with a number of links to these websites and each link will have a short description of what you are likely to find on the website. You can read the descriptions and choose to click on the website that best suits you.

There are many different types of websites that you could find under a specific topic as well. For example, if you search several online directories for information relating to model airplanes you may find websites that are about building model airplanes, flying model airplanes, creating historically accurate model planes, tips and instructions about how to fly model planes, websites that sell model airplanes and charters and associations that you could join regarding model airplanes. These are just a few of the examples you could find using an online directory. There are simply too many topics to list them all here.

You can see how anyone can use an online directory to find websites relating to things that interest them. As a small business owner you can see how people who could be



potential customers of yours are using online directories too. Now that you understand how online directories work it is time to see how they can work for your business.

How Do Online Directories Benefit Small Businesses?

There are many benefits associated with listing your small business in an online directory. The more online directories you can use to list your business the more benefits you will reap. Here are some of the benefits of using online directories:

Exposure

Exposure is important for all business marketing strategies. After all, the more people who are exposed to your business the more people are likely to utilize your business's services. If online viewers aren't able to see your website or even know that it exists, then they probably aren't going to purchase your products or services. Listing your business's website in online directories helps your website to gain exposure. Thousands of people use online directories everyday to find things they are interested in. These are people who are actively searching for websites that are directly related to your products or services. They are already looking- all you have to do is make it easy for them to find you. Online directories will expose your business to more online viewers, which could increase traffic to your website.



• Increased Traffic

There are several ways that online directories can help you increase the amount of traffic your website receives. For starters, the more exposure your website has the more people are likely to visit it. But online directories offer more than just exposure from potential viewers. They also offer exposure to the various major search engine crawlers like Google and Yahoo. This increases the chances that your website will appear on major search engine results pages or SERPs, which will allow more people to see the website when they perform a regular search. Both search engine optimization exposure and exposure to more people who are searching for your website could result in increased traffic to your small business's website.

Cheap Advertising

As a small business owner you already understand the importance of advertising. You know that it helps customers to find your business and recognize your name and brand. You probably have little room in your budget for more advertising right this moment. That is one of the major benefits of listing your business's website in an online directory. Online directories are inexpensive to join and they offer a lot of exposure for the price. Some online



directories will allow you to list your business for free, while others will charge a minimal fee. Either way, you are getting a lot of exposure for less money than you would spend on a TV or radio advertisement.

Professional Appearance

You want everything about your business to look professional in the eyes of your customers. A professional appearance enhances your status and makes customers more likely to patronize your business. Online directories help you to look like a professional business. When an online consumer sees your business listing in an online directory they will consider your business to be an authority on the subject and a professional place to do business. Unlike a search that is performed on a major search engine like Google, where there is little difference between the legitimate websites relating to a topic and the less than useful websites, online directories are mostly legitimate websites. Online consumers are more likely to trust what they see on online directories.



SEO Benefits

Online directories offer several search engine optimization or SEO benefits as well. Firstly, these online directories offer you more inbound links. When an online viewer sees your website link in an online directory, they will be able to click on it and be instantly re-directed to your website. This is a great way to increase traffic. It is a great way to improve your status in the eyes of search engine crawlers too. The more backlinks that a search engine crawler can find, the more relevant they will rank your website. This is especially true of authoritative online directories. Being linked to a major online directory, such as Google Places, will give your website more relevancy in the eyes of Google's search engine crawlers. This will result in a higher page ranking on the SERP. As you know, a higher search engine result page rank you get, the more people are going to click on your website link.

• Increased Revenue

When more people are able to find your website it increases the chances that they will visit your website. When people visit your website they are more likely to purchase your goods or services. This means that online directories can help you increase your revenue stream. Online directories are good for your bottom line.



• Increased Brand Recognition and Customer Interaction

When an online viewer locates your website though an online directory, they are more likely to remember your business's name and directly interact with it.

Online directories can help your business stand out to customers as well. Overall, listing your small business in an online directory will help you to create a more comprehensive and effective online presence.

Listing your small business's website with several online directories will help more people find your website, whether they are specifically searching for it or if they are just browsing around. In addition to gaining exposure, online directories will provide major SEO benefits, which will help your website get found by search engines. Increased exposure and higher search engine rankings will result in more traffic to your website, which will result in higher revenue.

There are many different types of online directories, from large global directories to small, niche and location-specific ones. Some examples of other types of online directories can include reciprocal link directories, free directories, paid directories, Business 2 Business directories, theme-related directories, small business directories and many, many more.



Why You Should Consider Listing Your Small Business in an Online Directory

Apart from the concept that online directories will increase the amount of exposure your website gets and help with your SEO strategies, they are also a very effective way to directly target potential customers. Online directories make it easy for online users to find something they want. According to a study performed by Burke, 8 out of 10 people will use a print or online directory to find companies or products they are looking for. The same study also suggested that 8 out of 10 people who use these directories to locate a business do so with the intent to purchase a product or service from them. This is a very effective form of targeted advertising. The customer already needs or wants your product or service and you can directly target them by listing your website in an online directory.

Another reason why you should consider listing your small business has to do with your Return On Investment or ROI. Since the potential benefits of getting increased website traffic are great compared to how much you will have to spend to list your website in an online directory, you can see a great return on your investment in the form of increased revenue. You also want to keep your brand and your company name in the minds of consumers at all times, which is something else that an online directory can help with.



What Online Directories Should You Use for Your Small Business?

Even though listing your website in many online directories will improve your website's exposure and SEO ranking, it is not effective to just SPAM your website into every single online directory you can find. You will want to take some time to consider which specific online directories will give you the best ROI. The best option is to find a great combination of directories to join. If you run a small business the best place to start may be with a local directory. This is because most people will search for businesses in their area they can patronize. Local market and niche-specific online directories can offer extremely targeted advertisements to potential local customers.

After your business is listed in these directories you can take a look at the larger and potentially more expensive general-interest directories. You will probably want to consider listing with the top 10 online directories, as these will be used by a lot of people and will offer higher relevancy and authority in the eyes of search engines. Google Places and Google Maps are large general-interest directories that you will want to list your small business in. If your website sells tangible goods you may also want to consider listing it in comparison shopping websites and product listings directories. Studies show that 42% of consumers will look at a comparison shopping website before they decide to purchase a specific product.



The best way to figure out which specific online directories your small business should be listed in is to start with your competitors. Take a look at your local and nichespecific options and figure out if your competition is already listed. If they are you need to be listed too. If they are not listed you may want to list your website as a way to beat them to the punch. In some situations it may not make sense for you to have a listing in a specific online directory, even if your competitors are listed in it. Your goal should be to be listed in every relevant and niche-specific directory you can find as well as many of the major directories, but no so many directories that you appear SPAMMY.

In addition to listing your website in online directories, you also need to maintain these listings. It is important for your online directory listings to be up to date and accurate, or else you could just be wasting your time. If your directory information seems out of date your customers will probably look elsewhere.

It will probably take some time to see the results of listing your small business's website in so many online directories, but eventually you will see results. The best way to find the perfect combination of online directory listings for your business is to use some sort of tracking or analytics system. You will want to be able to see how many people clicked on your website links from within the directory and if your website has shown increased traffic since then. You will want to stop wasting your time with online



directories that are not producing results and increase the time and effort you spend on online directories that are productive.

Best Practices for Listing Your Small Business in Online Directories

Now that you understand why your small business should be listed in online directories and have started locating the directories that you want to be listed in, you are ready to begin creating your business listings for submissions. Here are some tips and best practices for listing your small business in online directories.

- Start by choosing local directories and directories that are niche-specific. So if you own a model airplane hobby shop in Phoenix, make sure you find a local Phoenix business directory and a directory that is related to model airplanes. If you can find a model airplane hobby directory for the Phoenix area, you are all set.
- Once you're in local directories, start searching for larger and more generalized directories. Pick directories that get a lot of traffic and that are listed highly on major search engines like Google. A higher search engine ranking means that the directory will be considered as both authoritative and relevant in the eyes of



search engines, making any links you get through these directories more valuable to your SEO strategy.

- Include all of the relevant information regarding your small business in your
 website's directory description. This should include your business's name,
 location, telephone number, contact information and possibly reviews, business
 hours and anything else that is relevant. Add in photos, maps or other interactive
 features if the directory lets you.
- Try to keep your information consistent across all of your online directory
 listings. This will help your website to retain its credibility in the eyes of search
 engines and will assist with your SERP rankings.
- Try to make your business stand out by offering an explanation of your business or any specific message the customer should know in your description.
- Keep all of your information up to date. This may mean frequently updating all
 of your listings several times per month.
- Allow customers to leave positive reviews and use them in your listing if the directory allows it.



- Always be professional and consistent with your business's listings and message.
 This includes any information regarding your brand.
- If you sell products or services to a local market, make sure your business is listed in a local business directory. Include geo-specific keywords and information. An example would be: "Dave's Model Plane Shop" + "Phoenix".
- Optimize your website for SEO purposes and include the relevant keywords in your meta titles and listing descriptions. Keyword research is important.

Get Listed in the Top 15 Online Directories

Now is a great time to get your small business listed in the Top 15 Online Directories. There are few other Internet marketing techniques that will offer so many benefits for such a small investment on your part. Listing your business in an online directory will increase your website's online presence and help more people find you, which can help you increase your business's revenue.

Contact us today to get your Free copy of the Top 15 Online Directories PLUS a real-time report showing how your business ranks on the top directories

The Power of Online Business Directories















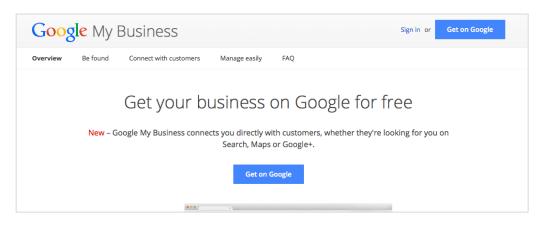




Why List Your Business On Online Directories?

There are literally hundreds of online directories available on the internet. These directories are designed to help online users locate the websites and information they are looking for.





They are also a great way to help businesses increase their Internet traffic and improve customer recognition.



What Local Directories Do

There are many reasons why a small business will want to register with the top directories on the web. Directories serve many purposes, such as:

- **Categorizing websites** so that they are easily found using search engines.
- **Linking websites** to one another for easier access.
- **Increasing traffic** to individual websites.
- Providing an easy way for consumers to find out about **specific companies**.
- **Boosting Search Engine Optimization** (SEO) keywords and tactics for businesses so that they receive higher SERPs (search engine result pages) rankings.
- Helping business websites **stand out** to potential consumers.

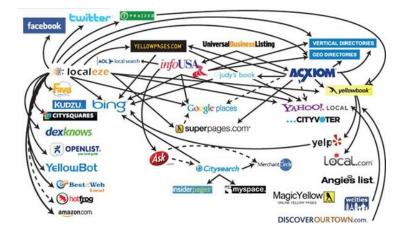




Benefits of Listing Your Business

Getting your small business registered on the top online directories can result in the following (results may vary and are not guaranteed):

- Increased website traffic
- Increased sales/revenue
- Increased **SERP rankings**
- More **reciprocal links** to your website
- Greater **brand recognition**
- **More interactions** with customers
- The **ability to share** deals, promotions, press releases and other special events with customers.
- A better and more **comprehensive online appearance**





The Top Online Directories

In order to gain the most out of your business's website and other online materials you will want to sign your company up for listings in the following online directories:

- Google My Business
- Yahoo Local
- Bing Places
- Yelp
- Merchantcircle
- Yellow Pages.com
- Supepages
- Citysearch
- MapQuest

- Local.com
- Foursquare
- LinkedIn
- Angie's List.com
- Manta.com
- Kudzu
- BONUS! Facebook Fan Page



Before You Get Started

If you follow the steps, you can use this presentation to get your business listed in all of the top online directories.

However, it can be time consuming. So if you decide that you would rather have a professional – someone who specializes in this stuff – do it for you, please do not hesitate to contact us.



Google My Business

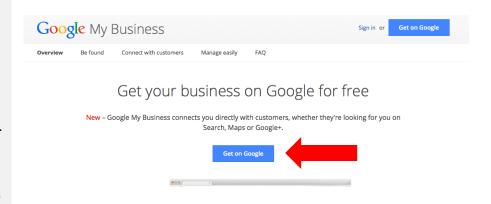
Google My Business is a free local platform directory service provided by Google. It allows your business to appear on Google's maps and search engine result pages. It allows to you better interact with your customers.

Google My Business allows you to:

- Auto-respond to your customers
- Post live business updates
- Highlight special promotions
- •Find out info about your customer base
- •Locate business specific keywords and rate their search ability

Google My Business is free to use.

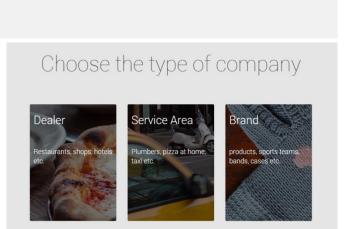
To submit your business listing to Google My Business start by going to https://www.google.com/business/. Once there click on the 'Be present on Google' button.

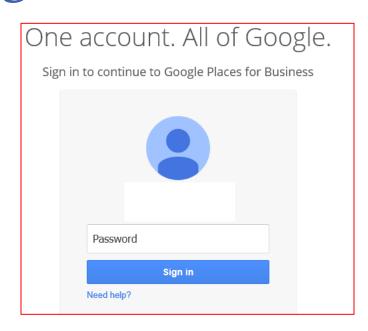




Steps to Submitting Your Business on Google

Step 1- Sign into your Google account or create a new Google account for your business. Once you are there the site will direct you to the box that will locate your business information on Google Maps. This will help people find a map of your business when they perform a search.



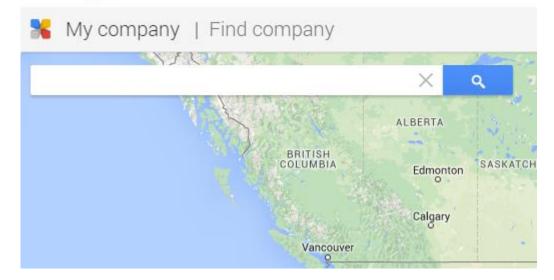


Step 2- Choose the category which fits to your company profile'.

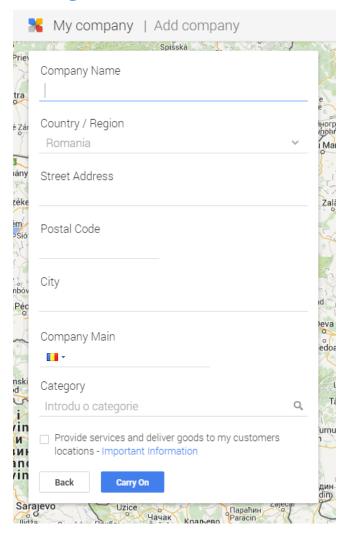


Step 3- Google will show your business's location on its maps. If it doesn't find your business you will be required to create a basic business profile for Google Maps.

Google

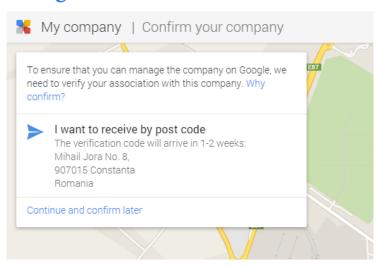


Google





Google





Step 4- Once your Google Map business information is uploaded Google will have to verify your business as a real You can choose to verify later by phone or postcard. Verifying phone the fastest İS option.

Step 5- Once you receive your PIN number you can activate your Google My Business account on Google's Dashboard site.

Once you activate your Google My Company account your customers will be able to read your company profile and locate your business on the map. They will also be able to find promotions, deals and more.



Yahoo Local Directory

The **Yahoo!** Local Directory is one of the most popular search websites on the internet. Getting your business on Yahoo's Local Directory will vastly increase your online presence.

It costs money to submit a website to the Yahoo Local Directory.

To submit your business listing to Yahoo Local Directory go to:

http://smallbusiness.yahoo.com/local-listings/ and click on the 'Get started now' button.



Yahoo Localworks

\$49.99/month\$29.99/month (2)

Get your business listing on Yahoo Local, Yelp, WhitePages, Bing, MapQuest, Superpages, and more!

- · Guarantee your presence in 50+ local directories
- · Enhance your listing with offers, more photos, and extra details
- · Quickly change and update your listings across the Web
- Easily track performance

Get started now



With Yahoo Localworks you can...



List your business across 50+ sites

Correct errors and push new information out to all directories so your listings are always up-to-date.



Create a profile for your business

Using a step-by-step template, create a profile with photos, videos, and offers to make your listings unique.



Correct inconsistent information

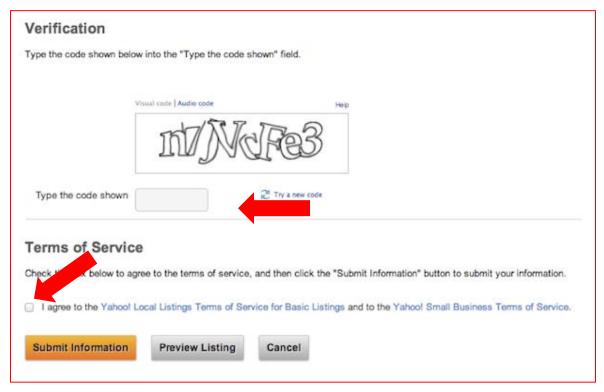
With business listings on more than 50 sites, you'll tap into a network of 150 million local searches per month.



Steps to Submitting a Directory Request to Yahoo Local Directories

Please Provide Your Business Details × **Step 1-**Provide some details about your business. Business Name À Business Phone Business Address Step 2- Choose a payment plan and Business City click 'Continue'. You will have to create a Yahoo account. Then review your Select State Zip payment information. Business Category, Eg: Salons Next 1. Review cart Product Today's charge Action Term Price 3 months Localworks \$89.97 \$89.97 Business listing in 40+ local directories Total \$89.97 I have a coupon: Coupon Code Apply Continue New users will be prompted to create a Yahoo account





Step 3- Once your business information is listed you will be asked to type in the appropriate verification code.

Step 4- Agree to the Terms of Service.



Step 5-Click **'Submit Information'**. The directory will notify you when your listing is up and running. You will receive a verification code by phone call, text message or mail.

Bing Places Directory

To submit your website to Bing Places go to: https://www.bingplaces.com/

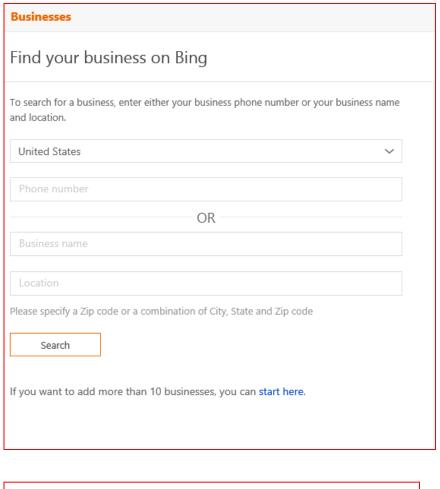
Step 1- To claim your business listing click on the **'Get Started'** icon.

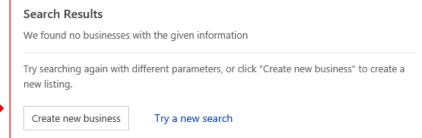




Step 2- Fill in the information to find your business listing. Then Click **'Search'**.

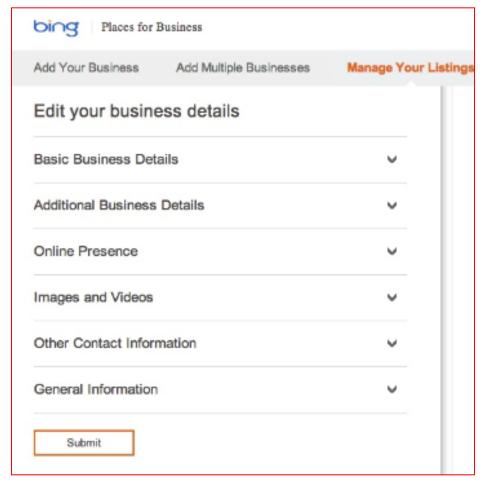
Step 3- If you don't have a business listing on Bing Places it will not find any matches. Click on the 'Create new business' icon. You will have to login with or create a Microsoft account.







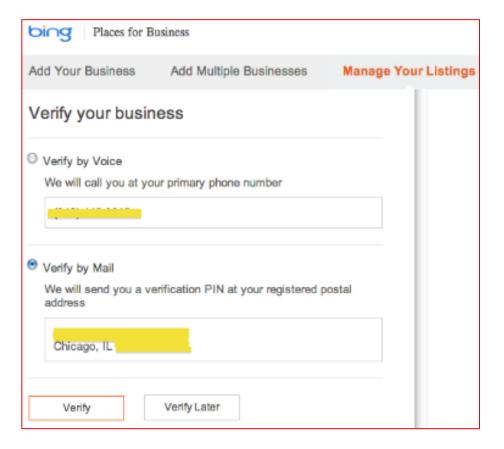
Step 4- Fill in the information about your business for each section. The more details you can provide the better. Then click **'Submit'**.





Step 5- Choose to verify your business listing by voice or by mail.

Then click 'Verify'.





You will now be directed to Bing's dashboard. From here you can upload the details of your business, create its profile and add anything else that you want to appear in the directory.



Yelp

Yelp is a local internet business directory that allows your business to grab the attention of local customers.

Yelp also provides a place for customers to upload reviews of your business. It is free to sign up with **Yelp**.

To get your business onto Yelp local start by going to:

https://biz.yelp.com/signup
Then click on the 'Sign Up'



Step 1- On the Yelp sign-up page you will start by attempting to locate your business by typing in your business name and where it is located.



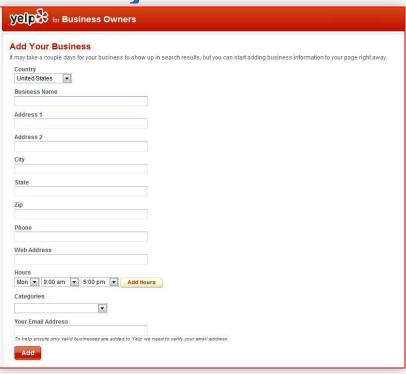


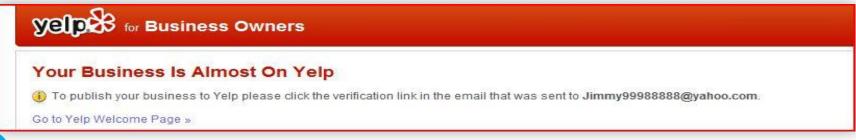
Steps to Sign Up for the Yelp Directory

Step 2- If your website is not already listed you can click on the 'Add Your Business' button.

Once there you can fill out your business's information. It will also ask you to fill in an e-mail address.

Step 3- Yelp will send an e-mail verification to the e-mail address you have provided. You must go to that e-mail and click on the verification link.





Step 4- Your business has now been added to Yelp, but you will have to wait until the Yelp Customer Service Team has reviewed your site. Once that process is complete you will receive an **e-mail** with information about your website.

yelp for Business Owners

Your Business Has Been Added To Yelp

Once your business has been reviewed by our Customer Support team you'll be receiving instructions on how to claim your business page.

View Your Business On Yelp »

Hint- In order for your website to gain credibility on Yelp you should take the time to positively review other local businesses. These businesses may return the favor. **Keep it positive** however if you want your business to establish credibility.



Merchant Circle

Merchant Circle is a social network for businesses.

It helps local businesses gain more online exposure and connect with customers and other local businesses. Businesses who use Merchant Circle are able to:

Create an online listing for their business

Show up in search engines

Find out what is being said about their business and monitor its reputation.

Use As Wizard to advertise on Google and Yahoo!

Gather new customer referrals

Merchant Circle is free to join.

FREE Online Advertising For Your Local Business For Your Local Business

In just 5 minutes, we'll get your business more exposure on the Internet





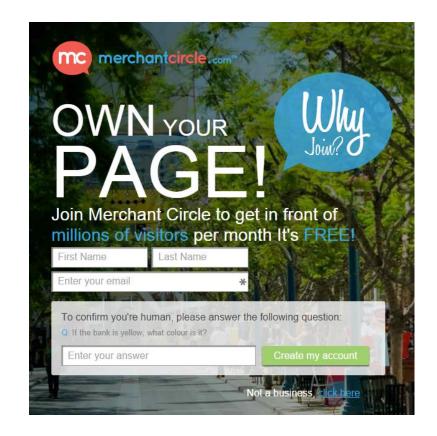
To Join Merchant Circle go to:

http://www.merchantcircle.com/co rporate/landing/signup.html and click on the 'Join Now' button.

Then click on 'Get Started'.

Steps to Add Your Business Listing to Merchant Circle

Step 1- Create a new account by filling out your name and email. Then click '**Create my account**'.

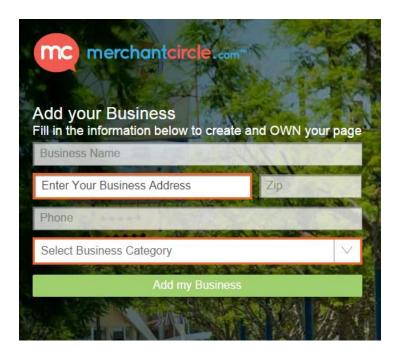




Step 2- Register your business by filling out name, contact information, phone and business category. After that click on 'Add my Business' button.

After that provide a few details about your business to be more exposed to new customers and also provide the payments that your company will accept.

After that click on 'Continue' button.

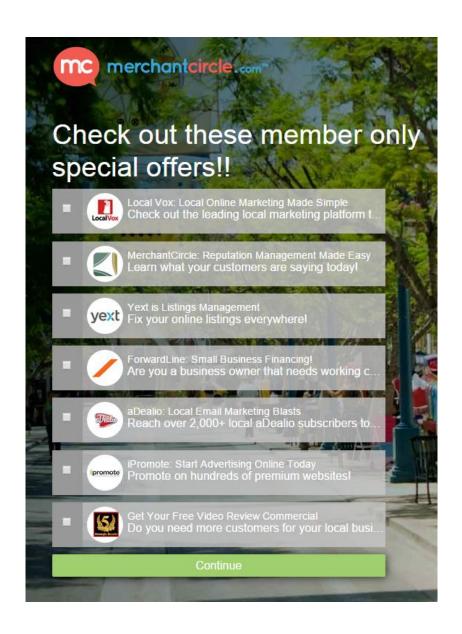






Next, you will find some special offers from **Merchantcircle** that you can accept or reject for now. These offers can be seen later from your dashboard.

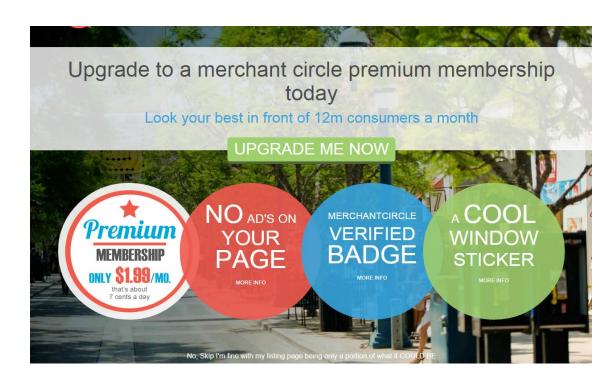
Click on the 'Continue' button.

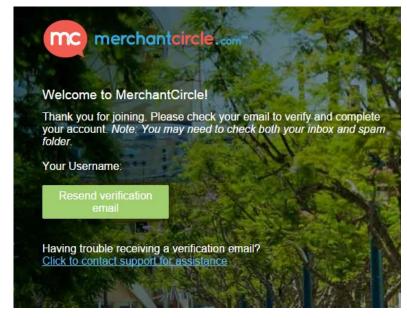




You will find an upgrade offer from that you will reject from now and click on the bottom sentence 'No, Skip I'm fine with my listing page being only a portion of what it COULD BE'

Step 3 – Email confirmation. You will receive an email with a confirmation link. After you receive it click on the confirmation link.





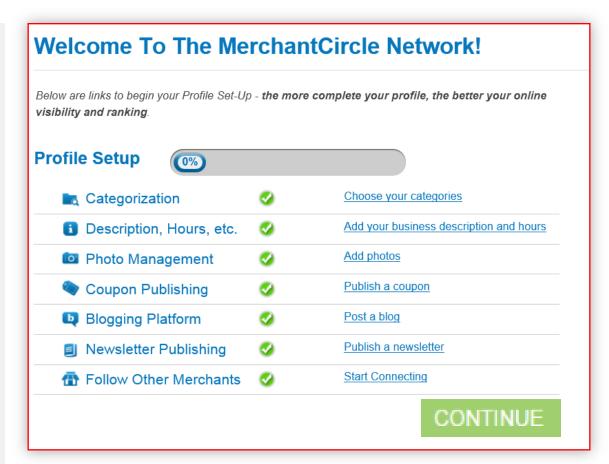


Step 4- Set up your business's profile. Try to make it as complete as possible as this will help your website's SEO rankings.

Choose your business categories, add a description and hours, add photos and coupons, then post a blog and newsletter.

The 'Profile Setup' bar should be close to 100% when you are done.

Click 'Continue' when your profile is complete.



nbox				Profile Completed
From	Subject	Date		Listing Profile: 100% Complete
MerchantCircle	Important Message	09/16/2008		
FIRST CAPITAL DBA WWW.WORKINGCAPITALMONEY.BIZ	Connection request	09/14/2008	Delete	Congratulations! Your profile is 100% complete.
www.freegasgonewild.com	Connection request	08/19/2008	Delete	Drafile State
Helloworld	Connection request	07/30/2008	Delete	Profile Stats
Vizion Entertainment	Connection request	03/29/2008	Delete	In the last 30 days, you've received: 1 visit(s) by Google, 1 page view(s),
MerchantCircle	MerchantCircle accepted your connection leave a message	02/27/2008	<u>Delete</u>	ratings, 0 visit(s) by Yahoo!, 0 deal request(s) were made and 0 reviews Read Mo
		See all mess	ages	
		deletes from i	inbox only	Quick Invite
				Enter a list of comma separated email

Your **Merchantcircle** listing is now set up. The Dashboard will make it easy to control your business's information and account listings. Once your profile is set up you can begin to build up social media connections with other businesses.



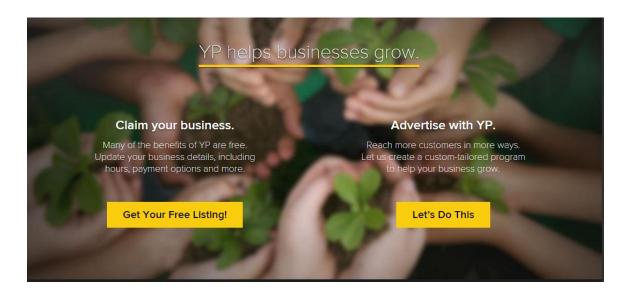
Yellow Pages.com

Yellow Pages.com is an online version of the classic phone-book directory. Registering your business with **Yellow Pages.com** allows your business to be easily found by a search directory that is used by a large number of consumers. It also has other tools for helping your business expand.

It is free to sign-up with Yellow Pages.com.

To begin advertising your business on **Yellow Pages.com** go to:

www.yellowpages.com and click on the 'Let's do This' Button, down the page.





Steps for Signing Up with Yellow Pages.com

Step 1- On the 'Advertise with Us' page click on 'Get Your Free Listing'



Continue



Step 2- Enter your business's information in the box provided

Business Contact Information Enter an AKA for your business AKA Business Name + Add Another AKA Business Website(s) Test Link http://www.mycompany.com Enter a description for this website. + Add Another Website Enter additional phone numbers Select (123) 456-7890 Enter a description + Add Another Phone Number Enter email addresses for your business info@yourbusiness.com Enter description for email address + Add Another Email Address

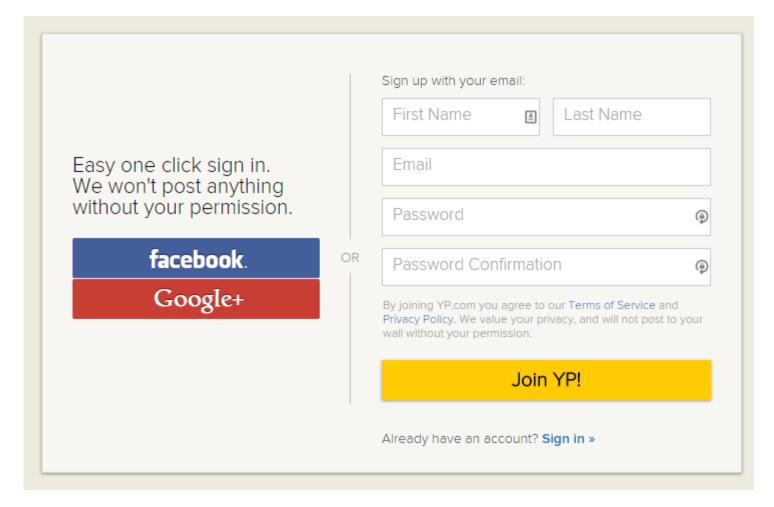
Then Click 'Continue'.



Visiting Your Business Enter your business hours Closed Weekdays -Choose Time- ▼ to -Choose Time- ▼ + Add different times for each weekday Saturday -Choose Time- ▼ to | -Choose Time- ▼ Sunday -Choose Time- ▼ to -Choose Time- ▼ Select any special business hours Open on Holidays Open 7 Days a Week 24-Hour Emergency Service Appointments Available Select the payment methods your business offers All Major Credit Cards Financing Available Insurance Cash Only No Credit Cards Check Omit Payment Methods Debit Pavpal ■ Travelers Checks Select the credit cards your business accepts AMEX Discover Carte Blanche □ JCB Company Card Master Card Diners Club Visa And that is all the information we need! You can change this information at any time by logging into your account, for which you will shortly be creating your credentials. Enter the code in the field below

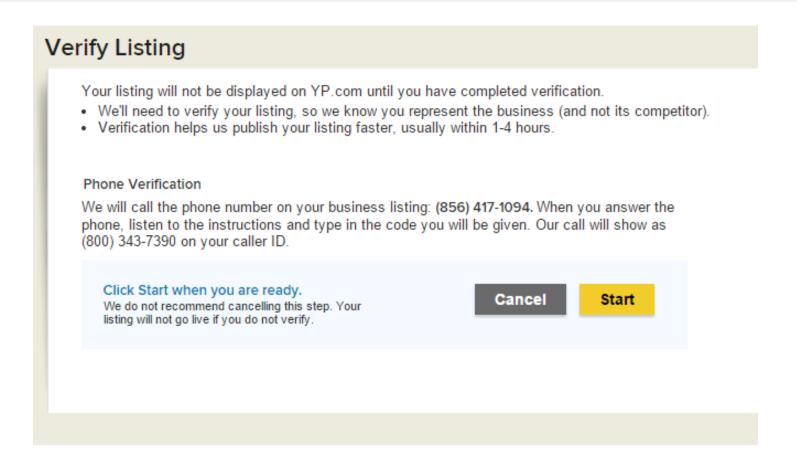
0----

Step 4- Fill in the 'Sign Up for Online Account Services' box and click '**Sign Me Up**'.





Step 5- Choose the verification process that you wish to use. You can choose verifying by phone or verifying by credit card or debit card authorization.



Once your website and business information has been verified you can manage your business's profile and update your listing anytime.



Superpages

Superpages allows you to create a free online listing that works to connect your business with your customers. Supermedia offers a range of directories designed to enhance your business's search-ability and relevance.

To get started go to: http://www.superpages.com/ and click on the 'Add Your FREE Listing' button.



Find local businesses e.g. hotels Dallas, TX









Steps to Setting up a Business Profile/Account on Supermedia

Step 1- Enter your business's phone number. Then Click the 'Find my business' icon.

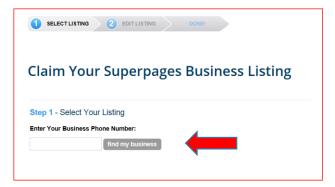
Step 2- Find your business's listing and click **'Select'**.



Step 3- If your business is not already listed click on the **'Select**' icon from "Add your Business" field

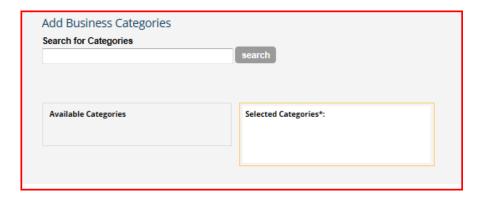
The 'Claim your business listing' page will show up. Add your business's information in.





p 2 - Enter Your Information ne Number: (215) 860-3888	III
Business Information Business Name* Street Address* City* State* Zip Code*	* Required Field
Add Business Categories Search for Categories	Only show my city, state and ZIP (no map will be displayed)
Available Categories	Selected Categories*:
Are You a New User?	Already Have an Account? Sign
Create an Online Account	
First Name*	

Step 4- Add your business categories.



Step 5- Create an online account.

Then Click 'Continue'.

Are You a New User?	Already Have an Account? Sign in
Create an Online Account	
First Name*	
Last Name*	
Email Address*	
	Email address will be your login ID
Confirm Email*	
Password	A temporary password will be emailed to you. You will be prompted to change the temporary password the first time you login.
Type the Code Shown	
	Try a different image
	contin



Step 6- Agree to the website's Terms and Conditions by clicking the small box and the '**Accept**' icon.

Terms & Conditions

PLEASE READ THE FOLLOWING TERMS AND CONDITIONS (THE "TERMS AND CONDITIONS"). BY CLICKING ON THE "I AGREE" BUTTON AT THE END OF THESE TERMS AND CONDITIONS, YOU AGREE (ON BEHALF OF YOURSELF, INDIVIDUALLY, AND THE BUSINESS) TO BE BOUND BY THESE TERMS AND CONDITIONS. YOU MAY PRINT AND KEEP A COPY OF THESE TERMS AND CONDITIONS. These terms and conditions were last updated January 4, 2010. For purposes of these Terms and Conditions: (1) "SuperMedia," "we," "us" and "our" mean SuperMedia LLC; (2) "You", or "Your" means the person clicking on

I have read these Terms & Conditions

accept

t den

Step 7- You will then receive a confirmation e-mail. Follow the instructions to confirm your account.

Confirm Your Email Address

A confirmation email has been sent to saramarsee@gmail.com.

To complete the Claim Your Business Listing process, please check your email and follow the link to confirm your account.

Your listing will then be updated onto Superpages's site.



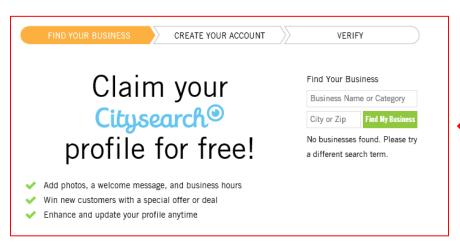
Citysearch

Citysearch offers its users information about businesses in specific cities. It provides contact information, local maps, directions and reviews about local businesses, which helps consumers choose a business they may wish to use in a new city.

Getting your business onto **Citysearch's** online directory makes it easy for anyone traveling to your location to find your business.

To register to advertise your business on Citysearch go to:

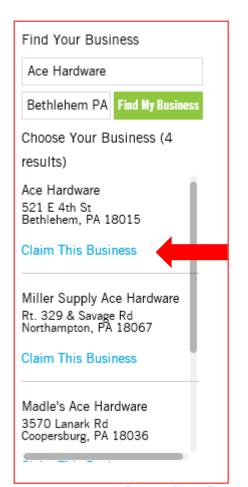
https://signup.citygrid.com/cyb/find_business



Step 1- Fill in your business name and city or zip code. Then click 'Find My Business'.



Steps for Signing Up with Citysearch

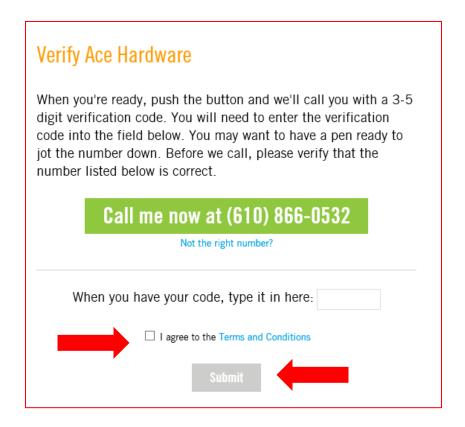


Step 2- Choose your business listing and click on **'Claim This Business'**.

Step 3- Create an account and then click on **'Claim Today'.**



You are about to claim Ace Hardware at 521 E 4th St. Bethlehem, PA 18015 Search again Create your account to complete your claim. Come back anytime to update your business profile. First Name Last Name Phone Email Password Retype Password **Claim Today** or Login to CityGrid



Step 4- Follow the instructions to verify your business, then agree to the **'Terms** and Conditions'.

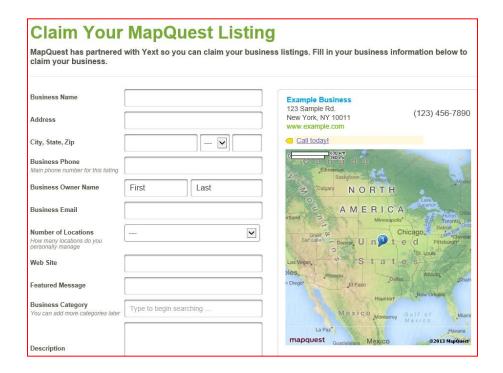
Then click '**Submit**'. Your business will then be claimed on **Citysearch**.



MapQuest

MapQuest is an online mapping and driving directions website. It makes it easy for consumers to locate businesses they may wish to use locally. **MapQuest** can help your business get found online and will make it easy for prospective customers to find your location in person. Getting your business on **MapQuest** is free.

To get started to go
MapQuest's business
listings home page at:
https://listings.mapquest.c
om/pl/mapquestclaims/preview.html





Steps to Getting Your Business Listing on MapQuest

yext		Already have an account? Sign in here
NAME AND DAME OF STREET	MapQuest Listin	ng siness listings. Fill in your business information below to
claim your business.	with Text 30 you can claim your bus	siless ilsuligs. Fill ill your busiless illiorillation below to
Business Name		Example Business 123 Sample Rd. (123) 456-7890
Address		New York, NY 10011 (123) 450-7690 www.example.com
City, State, Zip	v	Call today!
Business Phone Main phone number for this listing		G S30 km a s S30 km a
Business Owner Name	First Last	S Calgary NORTH
Business Email		ritland > A M E R I C A Superior Otto.
Number of Locations How many locations do you personally manage		Great Derroit, W. Salt Lake Derver, U. n. t. e. d. Pittsburght
Web Site		Las Vegas, O S t a t e S Allanta, Allanta,
Featured Message		n Diego Paso New Orleans
Business Category You can add more categories later	Type to begin searching	Mexico Monterrey Gulf of Marmi
Description		mapquest Guadalaiara Mexico ©2013 MapQuest

Step 1- Enter your business's information, including location, phone number and number of locations.

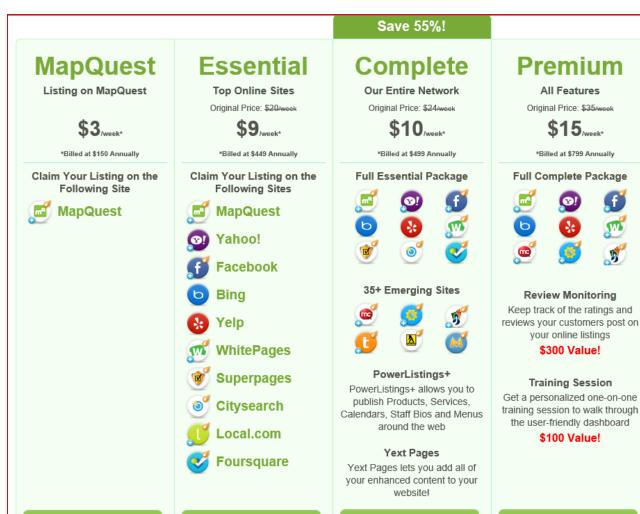
Then click on 'Continue'.

Continue



Step 2-

Choose which payment plan you want to use and click on 'Pick Plan'.



PICK PLAN

PICK PLAN

PICK PLAN

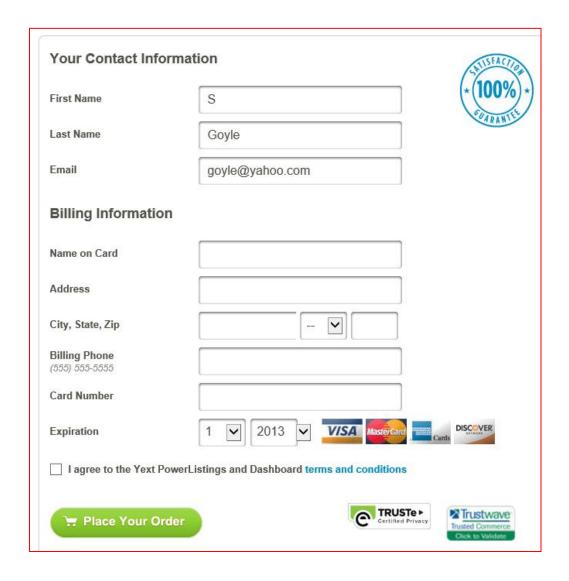
PICK PLAN



Step 3- Fill out your contact information and billing information.

Then click 'Place Your Order'.

Once your order has been processed your listing will go live on **MapQuest.** You will receive a confirmation email that will provide information regarding how to edit and see your listing.



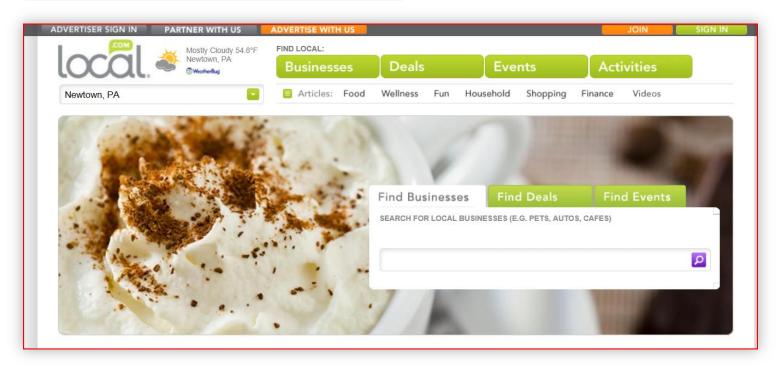


Local.com

Local.com is another locally-based online directory that is available for free to businesses. **Local.com** helps customers find local businesses as well as deals and advertisements.

To get your business listed on Local.com start by going to www.local.com.

Then click on 'Advertise with Us'.





Steps to Listing Your Business on Local.com

Step 1- Fill in your business's information and Click the **'Get Started'** icon.

Fill out this form to claim y	our business listing
First Name* Last Name* Business Name* Business Website Business Category Email*	It's fast, easy and free! Local.com has partnered with Yext so you can claim your business listings on Local.com as well as 40+ other sites. Fill out this form and claim your business listing today!
Phone* Street Address* City* State* Zip* I'm also interested in: (Check all that apply) Phone Systems Online Marketing	foursc yelp local. ZAHOO! MET
☐ Prione Systems ☐ Online Marketing ☐ Postage Meters ☐ Credit Card Processing ☐ Web Design ☐ Hiring Employees	
☑ I agree to the terms of service Get started ▶	

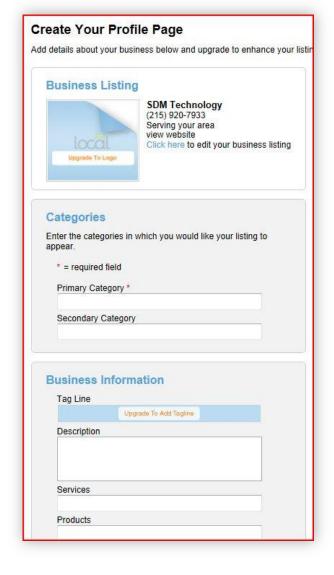


Create your Free Business Listing Welcome! Setting up your free business listing is quick and easy and ta information below then click 'Continue' to preview your business list **Business Info** * = required field First Name * Please enter your First Name Last Name * Business Name * Phone Number * Contact Email Address * Business Email Address **Business Fax Number** Your Website's URL Address * City *

Step 2- Fill out your business listing information.



Step 3- Create your business's profile page, including your business's primary category and tag line information.

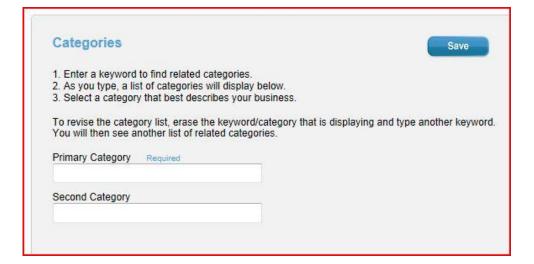


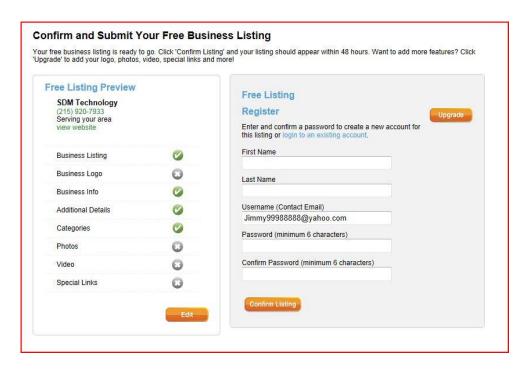


Step 4- You will be asked to search for keywords relating to your business's category. Simply type in a keyword that relates to your business and the site will automatically locate relevant keywords for you to choose from. Select keywords that will help customers locate your business.

Step 5- Confirm your business's listed information. Then create a password for your username.

Then click on 'Confirm Listing'.

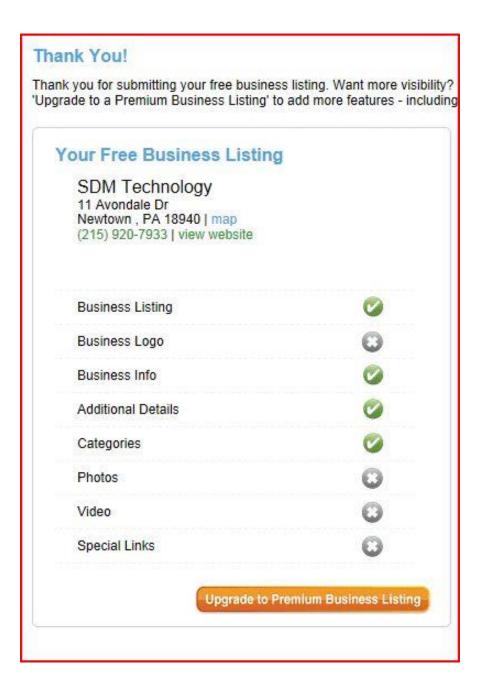






Step 6- Your Local.com business listing has now been submitted. You can also choose to upgrade your listing options by selecting the 'Upgrade to Premium Business Listing' icon.

Once your business listing is complete you can upgrade to offer more photos, videos and special links if you choose to.

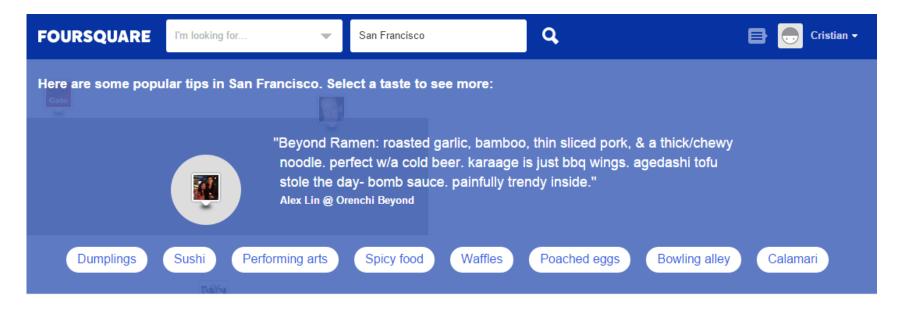




Foursquare

Foursquare is an innovative online social directory for mobile devices. It allows online users to locate local venues and businesses while they are on the go. Creating a **Foursquare** account will increase your business's online presence and allow customers to find you on the go.

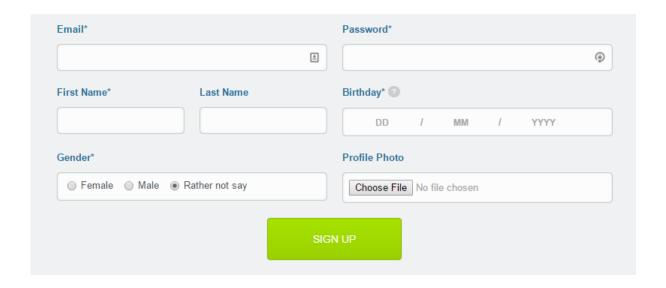
To get started go to: https://foursquare.com/signup/



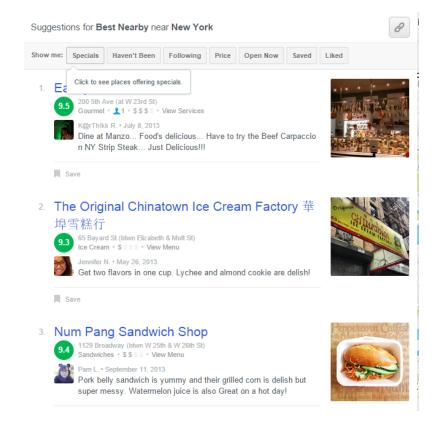


Steps to Setting Up a Foursquare Account

Step 1- Fill in the required information to sign up with FourSquare . Then Click **'Sign Up'**.



Step 2- Perform a search for your business. Click on your business listing then scroll down.



Step 3- Under "Is this your business?" Click the 'Claim it now' icon.

Is this your business? Claim it now.

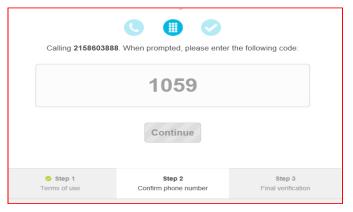
Make sure your information is up to date. Plus use our free tools to find new customers.

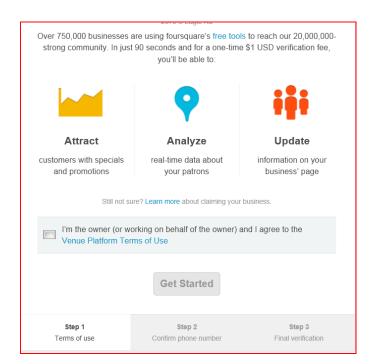


Step 4 - Click the box that says you 'Agree to the Venue Platform Terms of Use. Then Click '**Get Started**'.

Step 5- Enter your business's phone number for verification. Then Click 'Continue'.

Step 6- You will receive a phone call. Enter the code when prompted. Then Click **'Continue'**. Once you are verified you can alter or edit your business's profile.







Enter your phone num	ber below (cell phones work! your claim.) to receive a call to verify
	Continue	
Step 1 Terms of use	Step 2 Confirm phone number	Step 3 Final verification



LinkedIn

LinkedIn is professional business-related online networking site. It allows business professionals to interact with one another and create business connections. Your business's **LinkedIn** profile will help it be found on search engines by consumers.

To set up a LinkedIn profile go to: www.linkedin.com And click on 'Join Now'. Signing up is free.

Achieve what you do.



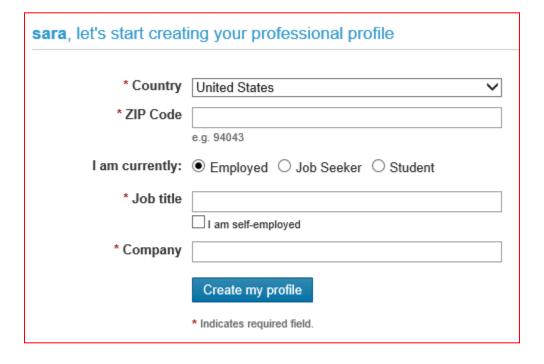
Joining not take more than 2 minutes. Prenume Nume Adresa de e-mail Parolă (minimum 6 caractere) By clicking "Join Now", you agree to the User Agreement, Privacy Policy and Cookie Policy LinkedIn. Join now

Start - is free.



Steps to Creating Your Own LinkedIn Profile

Step 1- Fill in the required information to start creating your profile. Then click 'Create my profile'.



Step 2- LinkedIn will ask if you want to search for other members that you already know. You can click on '**Skip this step**' to continue creating your profile.





Step 3- LinkedIn will ask you to confirm your e-mail address. To do this open your e-mail account, then open the e-mail sent from LinkedIn.

Then click on 'click here'.

Confirm Your Email Address

Confirm the email address Jimmy99988888@yahoo.com.

After clicking the button below you will be asked to sign in to your account to confirm this email address.

Confirm

LinkedIn

Click here to confirm your email address.

If the above link does not work, you can paste the following address into your browser:

https://www.linkedin.com/e/csrfZ_sO/25l2y4-qua0l23w-19/cnf/-

IDsUGNAJv1pZEN sqJ0a53CE8C28P0Jq-mi/?hs=false&tok=2f-On6BOpbE4Y1

You will be asked to log into your account to confirm this email address. Be sure to log in with your current primary email address.

We ask you to confirm your email address before sending invitations or requesting contacts at LinkedIn. You can have several email addresses, but one will need to be confirmed at all times to use the system.

If you have more than one email address, you can choose one to be your **primary email address**. This is the address you will log in with, and the address to which we will deliver all email messages regarding invitations and requests, and other system mail.

Thank you for using LinkedIn!

-- The LinkedIn Team

http://www.linkedin.com/

@ 2011, LinkedIn Corporation





Step 4- Now your **LinkedIn** profile is set-up. You can now choose to share your new profile with other social networks or click on '**Skip this step**'.



🛅 Premium	Basic (Free)
✓	4
✓	<
✓	4
✓	Limited
<	Limited
✓	
€	
<	
⊌	
<	
Choose Premium	Choose Basic
Plans starting from \$24.95	Free

Once your **LinkedIn** profile is set up you can choose to add premium features for an additional charge.

The basic LinkedIn package is free.



Angie's List

Angie's List is a user-specific online site that allows consumers to provide first-hand reviews of local businesses. To ensure that all reviews are accurate, **Angie's List** requires that all users register and pay to use the site, as a way of verifying their comments. Setting up your business on **Angie's List** allows it to be easily found and lets you take advantage of positive reviews from your customers. **This is a free service.**

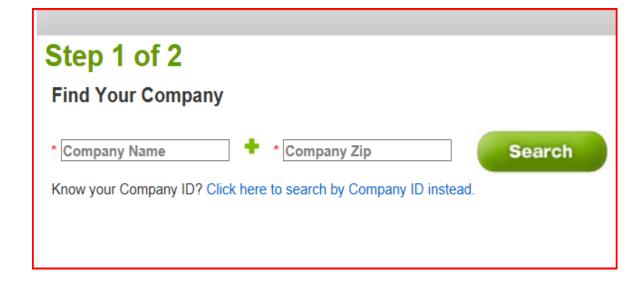


To get started go to the Angie's List Business Center at: http://business.angieslist.com click 'Claim your business profile'.

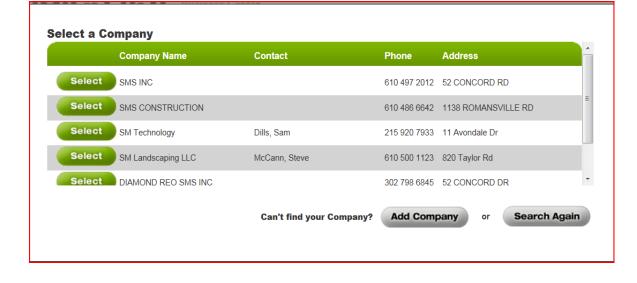


Steps to Registering with Angie's List

Step 1- Perform a search for your company by typing in your business's name and zip code. Then Click '**Search**'.



Step 2- Select your business if you can find it. If you haven't added it yet then click on 'Add Company'.

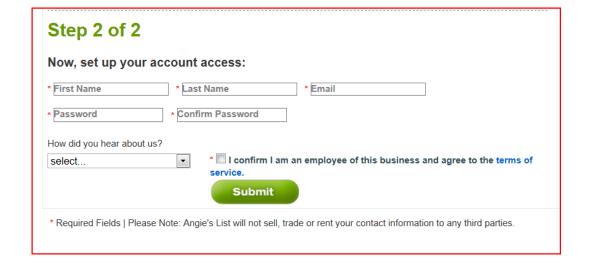




Step 3- Fill in your company's information and Click '**Continue**'.

Add your company
Provide the following information to create your business. You can add additional information after registration. * Company Name Address * City * State * Zip * Phone (10 digits) Email * First Name * Last Name
Select the general service group for your business. Consumer Services Classic Car Services Health Related Services To add a category, select it and click the right arrow. To remove a category, select it and click the left arrow. At least one category is required.
Available categories Accessories - Auto Accessories - Classic Car Accountants/Tax Consultants Air Conditioning - Auto Air Conditioning - Classic Car Air Duct Cleaning Air Intake Systems Air Intake Systems - Classic Car Alarms Alarms - Classic Car Why are some categories required? Cancel Continue

Step 4- Set up your account, check the confirmation box and Click **'Submit'**.





Step 2 of 2

Thank you for registering!

Access your profile

Your association has been set up for SMS Marketing on Angie's List and you will receive an email confirming your registration. Any other associates registered to SMS Marketing will be notified of this update.

Sign in regularly to ensure profile accuracy, read recent reviews and learn about new ways to reach our members!

Your **Angie's List Company Profile** is now step up. You can update your profile's information at any time.



Manta.com

Manta.com is the world's largest online community for promoting small businesses. Listing your small business with **Manta.com** will increase your web presence, help you differentiate your company from the rest and allow customers to find you.

It is free to claim your small business's listing.



To get started claiming your small business listing Go to:

www.manta.com.

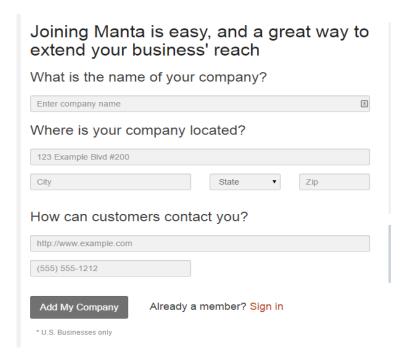
Then Click on the "Add your business" icon.

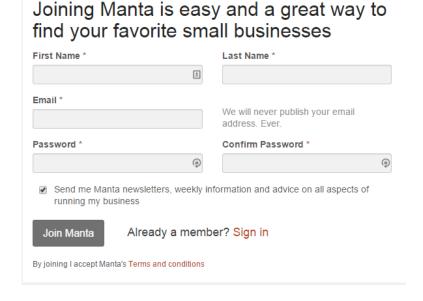




Step 1- Fill in your business's name, country, address, zip code and your main contact details. Then click on 'Add my Company'

Step 2- Fill in your personal information for your new Manta account. You can enable or disable receiving newsletter by checking or unchecking the box above the 'Join Manta' button. After this click on 'Join Manta' button.







Step 3- Your business will not yet be verified by **Manta.com**. Call the number provided and insert the verification code you are given.

Once this step is complete your business listing will appear on the website.

Your account is still unverified





Call: 1-866-751-6481

Reference Code: MX4YNT1

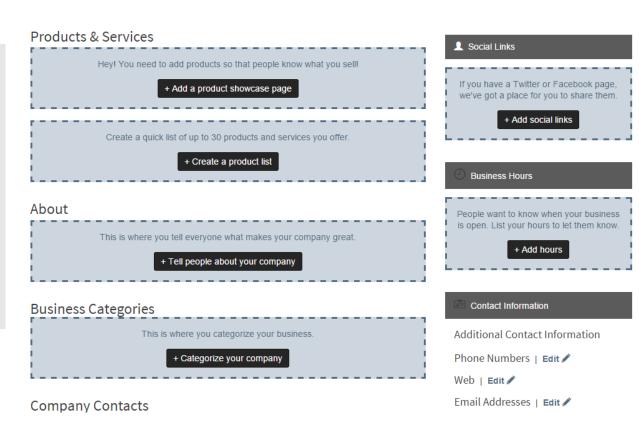
This important free service allows Manta to confirm the accuracy of your listing. Once verified, your Verification Badge will be featured prominently in Manta's Business Search.



×

Step 4- Now you have a profile page. Add as much information to this profile as you can to make it complete. Add your logo, website URL and e-mail address so customers can find you.

Click the 'Edit' icons to make changes.

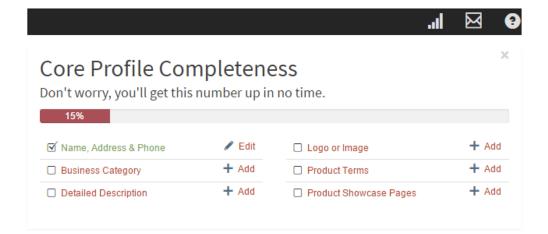


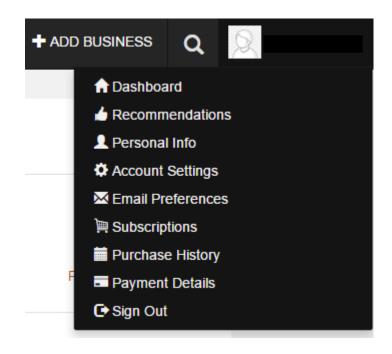
Step 6- Continue to add to your company profile until the profile completeness bar is at 100%. The more complete your profile is the more customers will be able to find out about your business.

Add things like contact info, business hours, and an 'About Us' section.
Post updates to keep your

customers informed.
Build a showcase of your

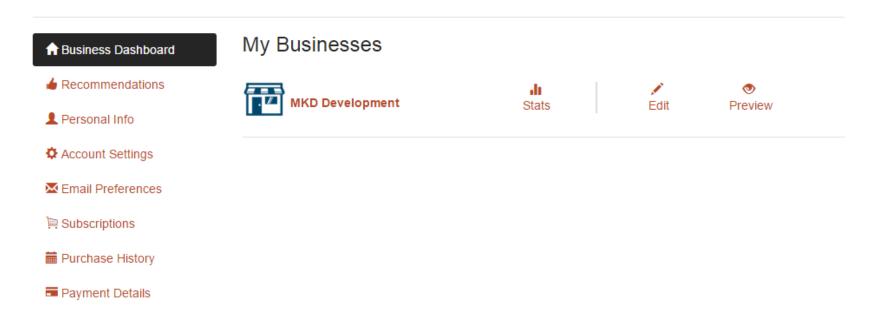
products or services too.
You can also connect with your other social media sites.







Your **Manta.com** page is now set up. Use the tool bar to finish filling in all of your company information. You can preview your listing at anytime by clicking the 'Preview' button. You can also track how many viewers your listing gets through the 'Stats' icon. Edit your **Manta.com** listing often and add updates regularly.

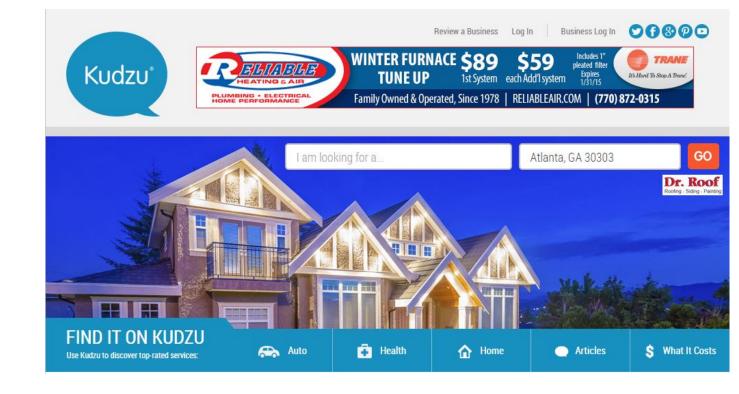




Kudzu

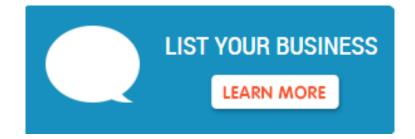
Kudzu is another online business directory that has become very popular with Internet users. The directory aggregates ratings and reviews on local businesses all over the country. Users can also search for local businesses in their area. This is a free online directory.

To register your business on **Kudzu** start by going to www.kudzu. com.





Step 1- Click on the '**Get Listed**' icon under the '**Article**' and '**What it costs**' categories from menu.



Step 2- You will have a choice between an Enhanced Profile, which you will pay for, or a Basic Profile, which is free.

Choose a profile and click 'Get Started'.

Enhanced Profile

GET STARTED »

Get more leads, find more customers!

- · Top listing in search results
- · Profile preview to stand out from competitors
- · Improves your search engine rank
- · Feature your specialties & services
- · Highlight your special offers & coupons
- Photos and video to showcase your work
- · Respond to customer reviews
- Email your best customers to increase your ratings and write reviews
- Reports to track your leads and ROI
- Dedicated account manager

Find Out More

Kudzu consumers are:

- √ 93% homeowners
- √ 74% are planning home projects
- √ \$93,000 household income
- √ 63% college-educated
- √ 75% age 35-64
- √ 67% married
- √ 63% female

Basic Profile

GET STARTED »

List your FREE listing today:

- · Key contact information
- Website address
- Your specialties & services
- · Special offers & coupons

Find Out More



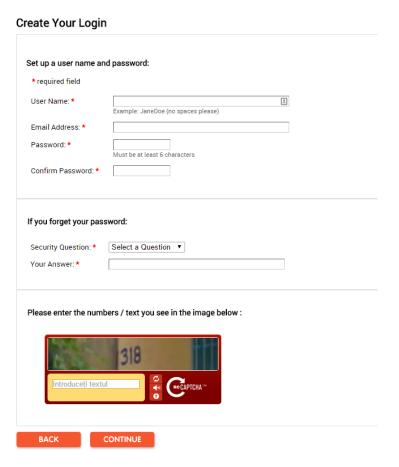
^{*} IPSOS Recearch, Kudzu audience ctudy 2011

Step 3- Create your user name, select a password and choose a security question.

Then click **'Continue'**.

Add Your Information

Your contact informa	tion. (Will not appear on site.)	
* required field	,	
Salutation:	Select Title ▼	
First Name: *	ā	
Last Name: *		
This information will	appear on your profile on Kudzu.com:	
Business Name: *		
Website URL:		
Street Address:		
Suite or Bldg#:		
City: *		State: *
	-Select- ▼	
Zip Code: *		
	Don't show my address on my Kudzu.com profile.	
Telephone number:		



Step 4- Add your business's information. Then click **'Continue'**.



Step 5- Choose category, sub-category and occupation for your business listing. Then click 'Continue'.

Add Specialties

□ Acura	Lincoln
Any Make	Mazda
Audi	Mercedes-Benz
■ BMW	Mercury
☐ Buick	■ Mitsubishi
□ Cadillac	■ Nissan
☐ Chrysler	Oldsmobile
☐ Ford	Pontiac
General Motors	Porsche
☐ Harley-Davidson	Saab
Honda	Saturn
Hyundai	Subaru
☐ Isuzu	Toyota
Jaguar	Volkswagen
Jeep	Volvo
Lexus	



Pats ->

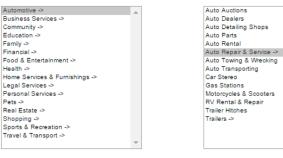
BACK

Pick the best place for your business profile on Kudzu.com: Choose a category below. We have more than 300 to pick from. Or click here to view all categories and subcategories on one page. Step 1. Choose a category Step 2. Choose a sub-category Automotive -> Business Services -> Community -> Education ->

CONTINUE

Add Specialties

BACK



Step 3. Choose an occupation Auto Air Conditioning Auto Body Repair & Painting Auto Electrica Auto Glass & Windshield Repair Car Brake Repair Shops Emissions Testing General Auto Repair & Service Machine Shops Oil & Lube Tires & Wheel Alignment Transmission Repair Shops

Step 6- Add specialty services if appropriate. Then click 'Continue'.

Auto Electrical 2. What types of vehicles do you service? Marine Craft Performance Cars Motor Homes & RVs Trailers Motorcycles Trucks & SUVs Passenger Cars - Domestic Vans Passenger Cars - Imports

CONTINUE



Step 7- Next review your company's profile information.

Accept Terms: *

I have read and agree with the terms set forth in the Business Agreement.

BACK

PUBLISH

Step 8- Click the 'Accept Terms' icon and then click 'Publish'.

Last step - confirm your profile!

Thank you for registering your business on Kudzu

-IMPORTANT

Check your email for a message from us and follow the directions to "publish" your profile.

Didn't get the email? Check your spam filter. Once you confirm, your profile will publish within 48 hours.



Step 9- Open your e-mail account and find the confirmation e-mail from **Kudzu**. Follow the instructions provided.



Your business's **Kudzu** listing is now confirmed and will appear on the website in about 48 hours. Now Internet users will be able to search for your business and read reviews from previous clients.

Thank you for confirming your email address

Your profile will be published within 48 hours.

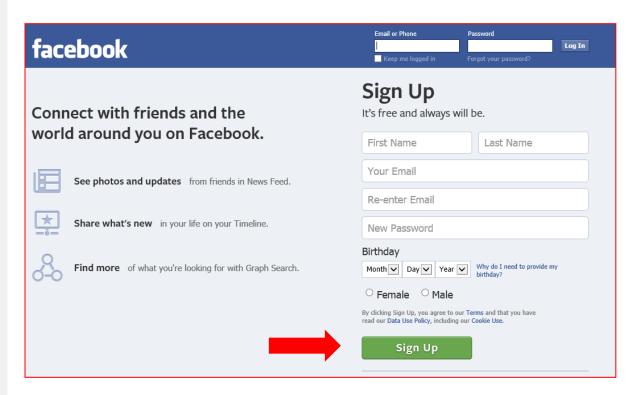
- · Want to add more details? Upgrade now to a paid profile.
- . Click here to go to My Business Center.



Bonus Section Facebook Fan Page

Facebook's Fan Page lets you gather as many fans as you want. It also provides a way to interact with a large scale of customers. You can set up **Facebook** Fan Page links on all of your business's online media outlets, which lets online users go to the fan page and directly interact with vour company.

This increases your SERPs presence, as well as increasing customer participation and brand recognition.



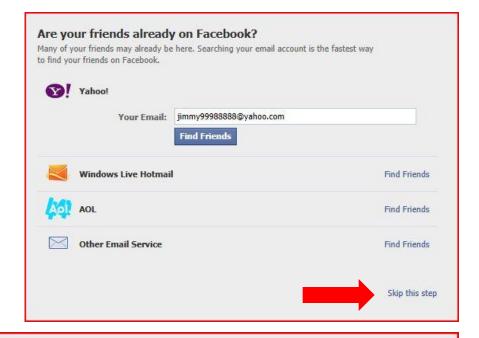
To start creating a **Facebook Fan Page** go to: www.facebook.com and either log into your account or sign up for an account.



Steps to Creating a Fan Page for your

Step 1- If you do not already have a Facebook account for your business then you need to create one. If you do already have an account you can skip this section.

First **Facebook** will ask you if you already have friends- you can skip this by clicking **'Skip this step'**.



Step 2- Fill out the profile information for your business or skip what information you do not want to appear online.





Step 3- Upload any business-related or product photos that you want to appear on the site. Photos are very helpful for brand and company recognition and are highly encouraged.



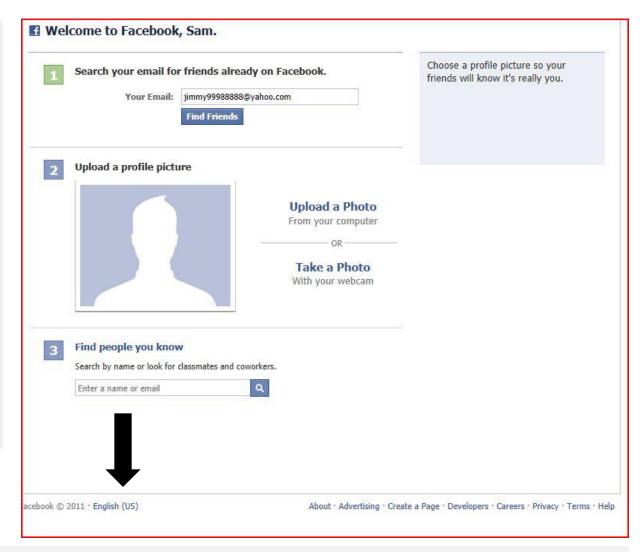
Step 4- Facebook will ask you to verify the e-mail address that you have provided for them. This e-mail address will be publically shared so make sure it is something that you want to be available on the internet. Open your e-mail and click 'Agree'.





Step 5- You have now created a Facebook profile page and have a Facebook account.

You will want to add photos and other content to make your company profile page interesting to online viewers. You will also want to share it with as many 'friends' as is possible.

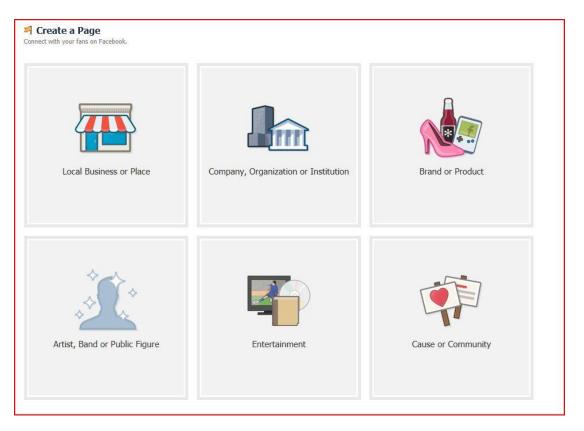


Step 6- On your profile page click on the **'Create a Page'** icon at the bottom of the screen to begin creating your company's **Facebook Fan Page**.



Step 7- Choose what type of Fan Page you want to create- either a local business or place or a company, organization or institution.





Step 8- Once you have chosen a page to create fill out the information box about it. This includes the business's name, location and category. Then click the box to agree to the 'Facebook Pages Terms'.



Step 9- Fill in the security check words and click 'submit'.

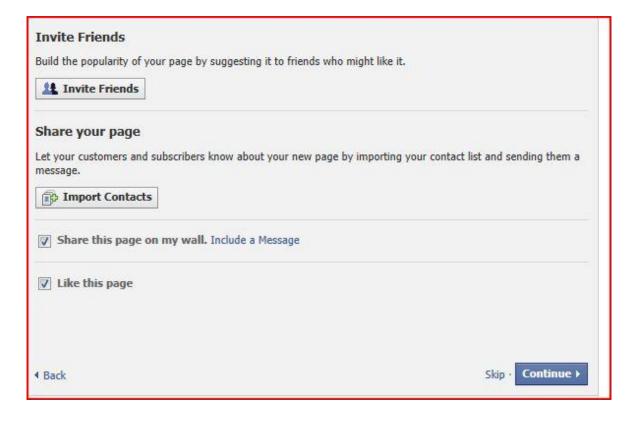


Step 10- Upload or import photos for your **Fan Page**.





Step 11- Invite as many friends as contacts as you can to share your Fan Page.



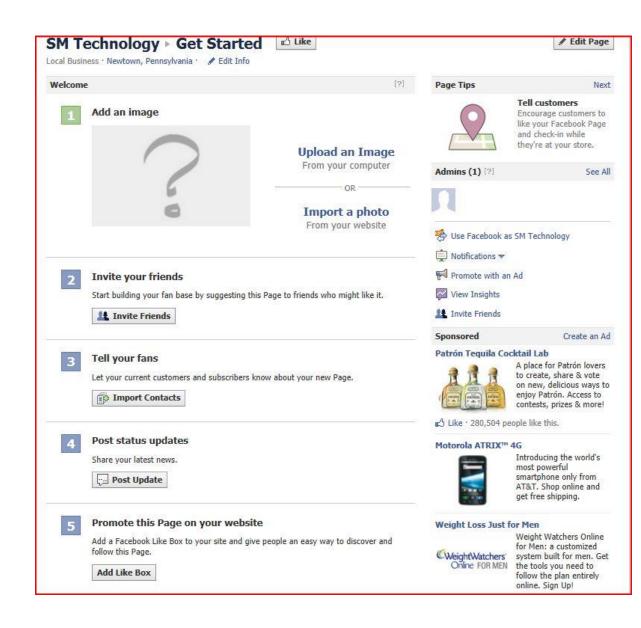
Then add your website's URL address and a short description that tells viewers about your company.





Your Facebook Fan Page is now set up.

Constant updates, interesting content and photos and establishing as many contacts as you can will help ensure that your Fan Page gathers fans and keeps your company listed high up on SFRPs





Free Services or Pay Services?

- Google Places- Free
- Yahoo Local- Pay for services
- Bing Places Free
- Yelp- Free
- Merchantcircle-Free with additional pay plans available
- Yellow Pages.com- Free
- Superpages- Free
- Citysearch- Free
- MapQuest- Pay for services

- Local.com- Free
- Foursquare-Free
- LinkedIn- Free
- Angie's List.com- Free to claim a business
- Manta.com- Free
- Kudzu- Free
- BONUS! Facebook
 Page- Free



Would you like us to do all this work for you? Please contact us at: www.MarketingHuddle.com

