### 2020 TOP ONLINE DIRECTORIES

### Grow Your Business Fast with the Top Online 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.



### WHY LIST YOUR BUSINESS ON ONLINE DIRECTORIES?

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:

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



### **BENEFITS OF LISTING YOUR BUSINESS**

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

Increased <b>website traffic</b>	Increased <b>sales/revenue</b>
Increased SERP rankings	More <b>reciprocal links</b> to your website
Greater <b>brand recognition</b>	More interactions with customers
The <b>ability to share</b> 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	<b>Google</b> My Business	Yahoo! Small Business/ Localworks	YAHOO! SMALL BUSINESS	Bing Places for Business	bins states for business	Yelp	yelp
MerchantCircle	MerchantCircle	Yellow Pages.com	Nellow Pages	Superpages.com	superpages.com®	BBB	BBB.
Mapquest Business/Yext	MapQuest + Business	Local.com	local	Foursquare	FOURSQUARE	Linkedin	Linked in
Angie's List.com	Angies list.	CitySearch	Citysearch®	CitySquares	() CitySquares <sup>.</sup>	Judy's Book	🖵 judy's book
Crunchbase	crunchbase	Yellowbot	<b>YellowB</b> st	BONUS! Facebook Page for Business	facebook		

### **BEFORE YOU GET STARTED**

<u>淡</u> 王

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.

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### **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:

- Manage the information Google users see about your business
- Interact with customers
- Understand your online presence, so you can expand when needed
- Go mobile

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 'Manage Now' button. If you do not have a Google account, you will need to create one.



## STEPS TO SUBMITTINGYOURBUSINESS ON GOOGLE

## 1 STEP

Choose the Google account that you wish to use for your business' profile.

### Google Choose an account Signed out Kate Elliott katescontent@gmail.com Use another account $\bigcirc$ °-Remove an account

English (United States) -

Google will ask you to set up some recovery options. This information will allow you to recover your profile if something goes wrong with it.

#### Google

### Protect your account

katescontent@gmail.com



Google can use these if you get locked out of your account or if we notice suspicious activity

Recovery phone number	
Recovery email	
UPDATE	CONFIRM

# **B**STEP

You then need to determine if your business already has a Google My Business profile. Search for the name of your business using the Search function at the top of the page. If Google does not find it, click on **'Add your business to Google'** at the bottom of the page.

#### Find and manage your business

#### Q Type your business name



Can't find your business? Add your business to Google

Enter the name of your business and click 'Next'. Make sure to read the Terms of Service and Private Policy.

#### $\leftarrow \quad \text{What's the name of your business?}$



By continuing you agree to the following Terms of Service and Privacy Policy

Next

You will need to choose a category for your business. Click beside the Search function and start typing a category. A drop-down list will appear from which you can choose the appropriate category. When finished, click **'Next'**.

#### Choose the category that fits your business best

This helps customers find you if they are looking for a business like yours. Learn more



You can change and add more later

Next

Q

You can choose to add a location for your business. If you are a local business, this is the location you would like your customers to visit. It is highly recommended that you enter a location. Click on **'Yes'** and then **'Next'**.  Do you want to add a location customers can visit, like a store or office?

This location will show up on Google Maps and Search when customers are looking for your business



Next

Enter the address of your business and click **'Next'**.

#### $\leftarrow$ What's the address?



Google will ask if you also serve customers outside of your location, such as if you are a pizza parlor that delivers. Check **'Yes'** if you service customers outside of your physical location, or **'No'** if you do not.

#### Do you also serve customers outside this location?

For example, if you visit or deliver to your customers, you can let them know where you are willing to go



) No, I don't

Next

In this step, you will decide which contact details you want to share with your customers. Including a phone number and a website, if you have one, is very important. Here you can also choose whether you would like to create a free website based on the information you have provided.

#### What contact details do you want to show to customers?

Help customers get in touch by including this info on your listing (optional)



# **1**Ostep

The next step is to confirm that you have created a basic profile. If you are happy with the listing, click **'Finish'**.

#### ← Finish and manage this listing

You'll be able to manage Kate's Kandy on Google.

- ✓ Promote your business with photos and posts
- Track business analytics to understand your customers
- Respond to customer reviews

#### Finish

# 1 1STEP

Your listing is not complete until you have verified the business. Enter a contact name for a postcard to be sent to, and then click 'Mail'. You can also choose 'More Options' to verify the business later, but you cannot fully manage your listing until it is verified.

#### Choose a way to verify

In order to fully manage and represent this business on Google, you'll need to confirm that it's yours. Select how you'd like to get a verification code. Learn more

#### Postcard by mail

Have a postcard with your code mailed to this address May take up to 5 days to arrive

Contact name

Mail

-

#### Kate's Kandy

624 South La Brea Ave, Los Angeles, CA 90036-3568, United States

More options

# 12<sub>Step</sub>

You will then be taken to your listing. Here you can manage it although, unti it is verified, your options will be limited.

Kate 624 Sc Los Ar United	<b>'s Kandy</b> buth La Brea Ave igeles, CA 90036 States
20	Home
	Posts
a	Info
ւհ	Insights
Z	Reviews
	Messaging
	Photos
$\diamond$	Products
	Website
Do	Users
٨	Create an ad
Μ	Get custom Gmail
0	Add new location
	Manage locations





Yahoo Small Business

### **YAHOO SMALL BUSINESS**

Yahoo Small Business, formerly Yahoo! Local Directory, and then Aabaco Small Business, will get your business listed on LocalWorks, one of the most popular search websites on the internet. On the home page they state that with this one listing, business owners can get their business listed in over 60 online directories. Getting your business on Yahoo Small Business will vastly increase your online presence. However, these are not free on Yahoo! A business listing costs anywhere from \$8.00 to \$40.00 a month.

To submit your business listing to Yahoo Small Business go to: https://smallbusiness.yahoo.com/lo cal and enter your business' name before clicking on 'Get free report'. YAHOO! Bus

Business Maker Get Online - Local Web design

Ring in the holidays and save up to \$250 off a fresh website Use the promo code HOLIDAYJOY



## Ensure your business is found everywhere

Mon - Fri, 6am to 5pm PT

Learn more \*Exclusions appl

Localworks puts you in control of your business across 70+ online local listings. Being found has never been so easy.

Get your free personalized report to see how your business appears online.

Enter business name Get free report

For U.S. businesses only

### **STEPS TO SUBMITTING A DIRECTORY REQUEST TO YAHOO SMALL BUSINESS**



Ring in the holidays and save up to \$250 off a fresh website Use the promo code HOLIDAYJOY



Verify your business by providing some basic information about it. Then click 'Agree & Continue'.

### Let's see how your business shapes up online

1-866-883-1043

Mon - Fri, 6am to 5pm PT

Learn more \*Exclusions apply

Resources Help

Fill out this form for a free report on your current business listings

usiness Name	1	
ate's Kandy		Address

My business has multiple locations



Business category	Phone
-------------------	-------

Business email



Yahoo will scan your listing to look for errors. If it finds any, it will indicate a percentage of errors, and what errors there are. If errors are returned, review them. After scrolling to the bottom of the screen, click '**Improve your listing'**. This will only appear if you have errors. Otherwise, click '**Continue'**. Ring in the holidays and save up to \$250 off a fresh website Use the promo code HOLIDAYJOY

### Your scan is complete

-866-883-1043

Mon - Fri 6am to 5nm P

Learn more \*Exclusions apply

Resources Help







 

 YAHOO! SMALL BUSINESS
 Business Maker
 Get Online Local
 Web design
 1-866-883-1043 Mon-Frit, Barn to Spm PT
 Resources
 Help

 Ring in the holidays and save up to \$250 off a fresh website
 Use the promo code HOLIDAYJOY
 Learn more
 \*Exclusions apply

### Simple pricing options

Login

Once you've corrected the errors, you will then be taken to a screen showing the payment due. Here you select the payment plan, the duration of the subscription, and enter any coupon codes. Once ready, click on the **'Choose this plan'** under your desired option.



# **4**<sub>STEP</sub>

If you do not already have an account with Yahoo Small Business, you will need to create one. Enter your personal information, check the box indicating that you agree to their Terms of Service and then click **'Sign up'.** Here you can also determine whether you want a one-year subscription or want to pay for 3 months. You can also apply a coupon in this area. YAHOO!

SMALL BUSINES

First Name	La	st Name	1 Year 💌	\$279.
Email Address			Have a coupon?	
Password		Show	Enter coupon codeppl	У
I have read and agree to for any additional options	/ahoo Small Business's Terms of s selected.	Service, which include third-party agreements	Subtotal Taxes	\$279.0 \$0.0
Already have a Yahoo Small B	lusiness account? Log in here		Total	\$279.
	Sign up			

G 😲



The next page will ask you for your payment information. Fill out all the required fields and then click **'Add card'.** Once you do, it will take you back to the checkout so you can complete your listing.

Choose your billing method		Localworks Standard: Kate's Kandy	Rem
Credit Card     PayPal at checkout		1 Year 🔹	\$279
		Have a coupon?	_
Cardholder Name	Card Number	Enter coupon codepply	
Month - select One - + - select One - +	CW	Subtotal Taxes	\$27 \$(
Billing information		Total	\$279
Address 1	Address 2 (Optional)		
City	State Zip Code		
Country United States	Phone Number		
	Example: (555) 555 - 5555		



**Bing Places for Business Directory** 

### **BING PLACES FOR BUSINESS DIRECTORY**

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

# 1 STEP

After arriving at Bing Places for Business' home page, you can choose to update your listing by clicking on **'Existing User'** or you can create a new listing by clicking **'New user'**.

#### **Bing** places for business

Sign up now and receive a \$100 search advertising credit from Microsoft Advertising. Terms and Conditions apply. Get Started 🛛 🖄

Find Your Business On All Their Devices Add your business to Bing and get found when customers search from their computer, tablet or mobile phone **Existing user** New user

 $\text{English} \lor \quad \text{Sign in}$ 

# 2<sub>step</sub>

If you already have a Google My Business listing, you can import the information from there. This option is only available if your business has already been verified on Google My Business. If not, you will need to choose 'Claim or add your business manually'. Select to add or improve your business listing on Bing as a verified representative



# **B**STEP

Select your business type from the drop-down menu.

#### **Bing** places for business

#### Search for your business

What is your business type?

A dialogue box will appear asking for more information about your business so Bing Places can search for it. You can search using your business' phone number, or your business' location.

#### **Bing** places for business

Search for your business

What is your business type?	
Small or medium business (1-10 locations)	\$
Country/region	
United States	\$

To search for a business, enter either your business phone number or your business name and location.

Phone number

OR

Business / Professional name

Location

Please specify a Zip code or a combination of City, State and Zip code

Search

If you did not find your business and clicked on '**My business is not listed in the search results**', you will then be given two options. You can either '**Create new business**' or '**Modify search'**.

#### **Bing** places for business

Search for your business

No found businesses for '310-256-3449' from Bing

Suggessions:

1. Make sure that all words are spelled correctly.

or

- 2. Search using another address.
- 3. Search using phone number.

Modify search

Create new business

You can use a number of existing accounts to create a listing on Bing places for business. Choose from your Google, Facebook, Microsoft, or Work account.


After signing in with your desired account, you can then start to create your listing. Start by entering the basic information and then click '**Next**'.

## Home > Add new business **Completion Status** Enter Basic Info EA **Business / Professional name** Business / Professional name \* Pacific Ocean Main phone Bing Move map pin Address Move map pin Address line 1 \* US Address: Phone: City \* Zip code \* Special Hours: State \* Add Special Hours

### Website

Website

0% complete

Aerial

Ocean

Enter your business' segment, which is its industry, the business category, and a description of your business. Then click 'Previous' to go back, or 'Next' to continue.

### Bing places for business

#### Home > Add new business

Enter Category Information	Completion Status	34% comple
	Kate's Kandy	
Segment of Business	在目前會正成的保護的情報。	
Category Segment Browse		Ward St Aeriai
Categories (your business type)	Hancock style	2500 feet - 50 + o
Enter your category and select from the suggestions, or click <b>Browse</b> to see all relevant categories.	C Vexcel Imaging, © 2019 )	HERE, © 2020 Microsoft
Type your business category $\rho$ Browse		
Describe your business	Move map pin	
Tell customers what they can expect at your business. You can list your specializations, awards, and professional	Address: 624 S. La Brea . 90036-3568 US	Avenue Los Angeles , CA
affiliations. You can also list the various services available at your business and also leave tip about driving directions	Phone: 310-256-3449	
······································	Special Hours:	
	Add special hours	
Previous Next		

34% complete

You can now choose whether you want your business' address to be shown to customers. If you are a local business, it is highly recommended that you have your location displayed in your profile.

## **Bing** places for business

### Home > Add new business

Additional Business Details	Completion Status 51% complete
	Kate's Kandy
re customers expected to visit your address? 524 S. La Brea Avenue Los Angeles , CA 90036-3568 US ) No, hide this address in search results. Only show- Los Angeles , CA 90036-3568 US Yes, this is a business address. Show full address in search results.	Hancock ParkLabrea © Vexcel Imaging, © 2019 HERE, © 2020 Microsoft Bing MIRACLE MILE Corporation.
ore Code Unique Store Code	Address: 624 S. La Brea Avenue Los Angeles , CA
	90036-3568 US
	Phone: 310-256-3449
	Special Hours:
	Add special nours
	Candy sold by weight

# **10** step

You will then be taken to a screen where you can enter your contact details, and your social media handles. The more information you can add here, the more useful the directory is to your customers, and therefore to you.

### Home > Add new business **Completion Status** 51% complete Enter Contact Details 0 0 0 Kate's Kandy **Contact details** Email address Email Additional contact details © Vexcel Imaging, © 2019 HERE MIRACLE MILE Website Facebook Move map pin Website Twitter Website Yelp Address: 624 S. La Brea Avenue Los Angeles , CA 90036-3568 US Website TripAdvisor Phone: 310-256-3449 **Special Hours:** Add special hours Description Candy sold by weight. Previous Next

## **Bing** places for business

In the next section, you can add up to 100 photos of your business. You can add photos of your business' storefront, products, staff events, and more.

### Bing places for business



The next section allows you to choose your business' hours. From the drop-down menu, you can choose '24/7', to show your business hours, or to skip this step. Many customers use online directories to find a business' hours though, so it is recommended that you fill this in. Once you have made your selection, you can then choose 'Submit' to enter your business into the directory, or '**Previous**' to go back and change some of your information.

### Bing places for business

#### Home > Add new business



Previous

Submit

You can specify special open/close timings for your business during holiday or festival seasons

Yes, I want to provide working hours for special days



You then need to verify your business, just as you did for Google My Business. Click on 'Verify Now'.

## **Bing** places for business

### Home > Verify your business

### Verify your business

Benefits of verifying your association with this business:

Make authorized edits Keep your listing up-to-date ☑ Track listing performance

 $\vee$ 

### Verify by post

We will send you a verification PIN at the address below. You should receive the PIN in 5-6 business days at locations within United States. For international locations, it may take longer. Please make sure this is a valid address for postal delivery. Change address.

Attn:

624 S. La Brea Avenue

Los Angeles, CA 90036-3568, US

By clicking 'Verify now' you agree to the Microsoft Services Agreement which applies to Bing Places for Business and that your listing may appear on Microsoft and Microsoft partner products.

Verify now

After clicking on 'Verify Now' in the above step, a popup window will appear. The window will ask if you want t verify by post, which can take five to six business days, or verify instantly in the app. Click on the option you prefer. If you choose the app option, you will need to enter your phone number to get the link to the app. After you download the app, you can verify your business and manage your listing.





## **YELP for Business Owners**

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



Click on 'Manage my free listing'.



Grow your business with Yelp

Add or claim your business, keep your page up to date, respond to reviews, view click and call reports or get ahead of the game with premium upgrades and simple, powerful advertising tools.

Manage my free listing



## **STEPS TO SIGN UP FOR THE YELP DIRECTORY**



Yelp will start creating your profile by determining if you are already listed in the directory. Enter your business' ZIP code and your business name.



## Let's look up your business

Your business may already be on Yelp. If it isn't, you may add it.

United States (change)

94103

ZIP

### **Business Name**

Mel's Diner

Continue

## **STEPS TO SIGN UP FOR THE YELP DIRECTORY**



Add the details of your business and then click 'Add Business'.



## Add Your Business Details

#### **Business Name**

Kate's Kandy

#### City

San Francisco

#### State

CA

#### ZIP

94103

Categories (i

Business Phone	(i
(555) 555-5555	

#### Web Address

http://www.companyaddress.com

Street Address	$\langle$
123 Main St	

#### Your Email Address

name@yourbusiness.com

By continuing, you agree to Yelp's Business Terms and acknowledge our Privacy Policy. We may email you about Yelp's products, services and local events. You can unsubscribe at any time.



Sign up to Create a Free Yelp for Business Owners Account



Before you proceed, you will need to create a free Yelp for Business Owners Account. Enter some basic details and then click **'Sign Up'**.

Email Address	
Password At least 6 characters.	
By continuing, you agree to Yelp's Terms of Service and Privacy Policy.	
You also understand that Yelp may send marketing emails regarding Yelp's products, services, and events. You can unsubscribe at anytime.	Restaurants with at least one photo average 155% more particular views and customer leads on Y

Need help? (877) 767-9357



For the final step, you have to verify your business. You can do this either through text or a phone call. You're claiming this business using your account associated with **katebeswick1978@hotmail.com**. To use another account to claim, click here.

## Choose How You Would Like to Verify

By continuing, you agree to Yelp's Terms of Service and acknowledge Yelp's Privacy Policy. You also represent that you have the authority to claim this account on behalf of this business.

You also understand that Yelp may send marketing emails regarding Yelp's products, services, and events. You can unsubscribe at anytime.

How would you like to verify?

### . Text me at (310) 256-3449

Yelp will send a 4-digit verification code via SMS. You'll submit this code on the next screen.

### **Call me at (310) 256-3449**

Yelp will call you and a verification code will be displayed on the next screen. Submit this code using your phone.

If this phone number extension is incorrect you can add an extension.

 1	Ka
	Ca
	Lo

Kate's Kandy Candy Stores Los Angeles, CA

Not your business? Search for a different business



## MERCHANTCIRCLE

**Merchantcircle** is an online business directory, social business network and Marketing platform. It combines features from traditional Internet yellow pages sites such as Yellowpages.com, Citysearch and Yelp ETC.

## Merchantcircle is free to join.

To Join Merchantcircle go to: 'http://www.merchantcircle.com'. Scroll to the bottom of the page and click on **'Sign Up Now'.** 

#### THE KIND OF SERVICES AND PRODUCTS YOU LOVE



JOINING MERCHANTCIRCLE MAKES SO MUCH SENSE



## **STEPS TO ADD YOUR BUSINESS LISTING TO MERCHANT CIRCLE**

## 1 STEP

Enter some personal information, as well as information about your business in the box provided. Then click **'Create my account'.** 

	Create a	n account	
	I'm a merchant	🗆 I'm a user	
Doroopol			* Requir
Personal			
First Name *		Last Name *	
Email Address	5 *		
Password *			
Confirm pass	word *		
Zip Code *			
Business			
Business Nan	1e *		
Business Pho	ne Number *		
Confirm			
Johinth			

Add your listing by filling out the details of your business. When finished, click **'Next'**.

## Add your Business

Fill the information below to create and own your page

**Business Information** 

#### \* Required

Zip Code \*

Business Name \*

Street Address \*

Phone Number \*

Select Business Category

.

Business Description \*

Business Website

 Accepted Payments
 \* Check all that applies

 Amex
 Discover
 Apple Pay

 Google Wallet
 ATM/Debit
 Mastercard

 Visa
 Cash
 Paypal

 Other
 Check
 Samsung Pay

Ne

## **3** step

Next you will be able to choose whether you want the free basic plan, or if you want to pay for a premium plan. Click on either 'Standard', 'Premium', or 'Premium with MC Signpost.

## How will you grow your business?

Either way, you can't grow wrong.

#### CHOOSE FROM OUR PLANS

STANDARD	PREMIUM	PREMIUM WITH MC SIGNPOST
		🖈 Most Popular
Free	9.99/month	<b>1</b> .99/month
BE FOUND Your listing will be displayed in your local city	BE FOUND Your listing will be displayed in your local city plus two additional cities	BE FOUND Your listing will be displayed in your local city plus two additional cities
UPDATE YOUR INFO Keep your business information up to date with details, pictures, operating hours, social links, and more	UPDATE YOUR INFO Keep your business information up to date with details, pictures, operating hours, social links, and more	UPDATE YOUR INFO Keep your business information up to date with details, pictures, operating hours, social links, and more
VISIBILITY Your business information will be distributed to our partner networks to increase visibility.	VISIBILITY Your business information will be distributed to our partner networks to increase visibility.	VISIBILITY Your business information will be distributed to our partner networks to increase visibility.
TRY IT FREE	ALL EYES ON YOU No ads will be displayed on your listing page, allowing consumers to focus solely on you.	ALL EYES ON YOU No ads will be displayed on your listing page, allowing consumers to focus solely on you.
	PREFERRED RANKING Rank higher on MerchantCircle.com and show up above competitors.	PREFERRED RANKING Rank higher on MerchantCircle.com and show up above competitors.
	SIGN UP FOR PREMIUM	AUTOMATICALLY GENERATE TESTIMONIALS AND FEEDBACK
		GET 5-STAR REVIEWS ONLINE
		NEW CUSTOMER ACQUISITION
		DRIVE REPEAT BUSINESS
		GENERATE REFERRALS FROM YOUR

Choose your Hero Ad, if desired. This is an option to run an ad that will be placed above other ads in any category you choose. It's not necessary, but it can give your business more exposure.

To set up a Hero Ad, choose from the drop-down menus and then click **'Add'**. Or, choose **'Skip'** to skip this step.



## Get Your Business Noticed

Complete your experience with a Hero Ad that will get your business noticed.

Add multiple ones or try with just one to maximize your advertising impact and get noticed above all other businesses in the cities and categories you choose.

#### Benefits of Hero Ads:

- Claim your Hero Ad today for as low as \$19.95/month!
- This product puts your business above ALL other businesses in cities and business categories YOU choose.
- MerchantCircle gets 10 million consumer visitors per month, and your business shows up in top, you will stand out to potential in a big way.
- Showing up as the top business online will translate to real customers!



#### Set up your Hero Ad and show up above the competition.

Select Location	*	Select Category (optional)	Ý	\$0	Add
				Skip	Next
Con	vriaht ©	2018 MerchantCircle, Inc. All Rights	Reserved. Terr	ns of Service I Priva	cy Policy

A confirmation email will then be sent to the email address you provided. Once you've clicked on the link to verify your account, you will be an official member of MerchantCircle !

#### mc merchantcircle.com\*

## Welcome to MerchantCircle

Thank you Pete Miller for joining! Please check your email to verify and complete your account

Note: You may need to check both your inbox and spam folder.

Resend Verification Email

Take me to my listing

Copyright ©2018 MerchantCircle, Inc. All Rights Reserved. Terms of Service | Privacy Policy



## 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 create your business on **Yellow Pages.com** go to: <u>https://www.yellowpages.com.</u> Scroll down to the bottom and click on **'Get Your Free Listing!'** 

## Claim your Business



## Are you a business owner?

Update your business details including hours, payment options and more. Many of the benefits of YP are free!

Get Your Free Listing!

or call 1-800-577-7126

## **STEPS FOR SIGNING UP WITH YELLOW PAGES.COM**

## **1** STEP

Enter your business name and phone number and click on **'Get my free listing**.'

Let's sea	arch for your	business.
Business Name		
Business Phone		
	Get my free listing <b>&gt;</b>	

## **STEPS FOR SIGNING UP WITH YELLOW PAGES.COM**



Fill in your first and last name, as well as your business email. Click on **'Claim Now.'** 

# Your email will not appear on your listing.

First Name	Last Name
Business Email	
Clair	<mark>m Now ▶</mark>

## STEPS FOR SIGNING UP WITH YELLOW PAGES.COM

## **3** STEP

Fill out the remaining information for your business. Click **'Continue'**.

### **Update Your Business Profile**

Type in your business information as you'd like it to appear to ready buyers who are searching YP (you can always change it later).

Kate's Kandy	Kate's Kandy
United States	, 66101 (310) 256-3449
City \$ 66101	
3102563449	SOUTH WISCO
Kate	OMING NEBRASKA IOWA
katebeswick1978@hotmail.com	COLORADO KANSAS MISSOURI
Website	OKLAHOMA ARKANSAS
Business Category	TEXAS
Description	Google
	Category:
	Description:
Fields marked with <sup>*</sup> are mandatory.	1,
	Kate's Kandy         United States         City       66101         3102563449         Kate       Elliott         katebeswick1978@hotmail.com         Website         Business Category         Description

53

Chicago

INDIANA

NNEGOE

+

Almost done! You now simply have to verify the business. Yellow Pages will call you if you click '**Verify by Phone**' or you can check for a verification email and follow the instructions.

			CCPA	
		Sign up with your email:		
		First Name ②~	Last Name	
Easy one click sign in. We won't post anything without your permission.	OR	Email		
		Password		
		Password Confirmation		
facebook.		Yes! Get YP's inside sc	oop on business	
Google+		recommendations and	local events.	
		Privacy Policy. We value your permiss	our <b>Terms of Service</b> and privacy, and will not post to ion.	
		Join YP!		
		Already have an account?	Sign in »	

Agree for YellowPages to call you at the phone number you've provided to verify your business. Simply click on **'VERIFY BY PHONE'**.

## Help us verify that you are authorized to claim and manage **ypProfile**<sup>™</sup>

We'll call you at (310-256-3449) to verify.

**VERIFY BY PHONE** 

By selecting "VERIFY BY PHONE" you agree to our YP General Advertiser Terms and Conditions

You will receive an automatic phone call. After answering it, you will be asked to enter a four-digit code to verify your business.



Enter the code below using your phone keypad when prompted by our automated phone system

9347

...waiting for code entry...



## **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: <u>https://www.superpages.com</u>. Scroll down to the bottom of the page and click on **'Claim Your Business.'** 

## FREE LISTING

## **Claim your free business listing**

The more information you provide about your business, the easier it will be for customers to find you online.

**Claim Your Business** 

## **SUPERPAGES**

You will then be taken to a contact page. You will see a phone number you can use to reach an Advisor about your listing, or you can fill out a message form to contact them online. An Advisor will then walk you through creating your listing.

## How to Contact Superpages.com

## **Business Owners**

List or update your business on Superpages.com

New to Superpages or update existing listing **Current Client** 800-446-6536 844-805-2506 option 1

Talk to an Advisor today to advertise with Superpages.com

844-805-2506 option 2

### Send Us a Message

What Are You Contacting Us About? \*

Complaints, Questions, Comments, Suggestions

#### Your Contact information

Name *		
	First	Last
Email *		
Phone		
Business Information		
Business Name		
Published Phone Number		
Your Message to Supe	erpages.com	

Client Care & Sales			
844-805-2506			
OFFLINE			

#### Corporate Office

2200 West Airfield Drive P.O. Box 619810 DFW Airport, TX 75261

corporate.thryv.com

Advertise Your Business with Superpages.com

GET STARTED



## YellowBook

**YellowBook** is similar to the Yellow Pages, but breaks down businesses by state. Users can easily search for whatever they're looking for and of course, businesses can create their own listing.

To get started, go to:

https://www.yellowbook.com/add-update-

**listing**/ and begin filling in information about your business.

## Add a listing

Answer the questions below to get started with adding a new business listing or residential listing on Yellowbook.com.

Is the listing that you would like to add a business listing or a residential listing?

- Business
- Residential

## Add a new business listing

*	Ŀ	2,	20	u ú	2
	1	11	29	un	0
-67	_	1c	10		

Business Name *	
Address 1 *	
Address 2	
City *	
State *	Select a State
Zip code *	
Phone *	Ex. 8772376120
E-mail	
Website	
Гуре of Business	
Contact Name *	
Contact E-mail *	
Contact Phone *	



It's that simple! Now your business has been submitted to YellowBook too!

Local Busines	<b>s</b> Pec	ople Search R	Reverse Lookup	
> yellowl	yellowbook <sup>.</sup>		What? Restaurants, Plu	
Popular Categories:	Restaurants	Home Improvement	t Contractors	Insurance
Thank You				

Your request has been submitted. Thank you for your interest in Yellowbook.


### **MAPQUEST BUSINESS/YEXT**

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. It costs money to get your business on Mapquest.

To get started to go **MapQuest's** business listings home page at: https://business.mapquest.com/pro ducts/business-listing/ and click on 'Claim Your Business'.



### STEPS TO GETTING YOUR BUSINESS LISTING ON MAPQUEST/YEXT

# 1 STEP

Mapquest has partnered with Yext to distribute one business listing across multiple platforms such as Google and Bing. To get started, fill out the information and click **'Scan My Listings'**.

What ki	nd of business a	are you?
	CO))	AN=
ONE-LOCATION BUSINESS	MULTI-LOCATION BUSINESS	MARKETING AGENCY
Business Name		
Business Phone		
First Name	Last Nam	e
	SCAN MY LISTINGS	

# 2 step

Yext will scan all platforms for your business listing. If no results are returned, they will tell you they could not find your business. Fill in the basic information about your business and click, '**GET MY LISTINGS SCAN**'.

### Unfortunately we could not find your business.

In order to scan your business correctly, please verify the information below

Business Na

**Business Phone** 

**Business Address** 

Business Zip

GET MY LISTINGS SCAN

Your info is subject to the Yext Privacy Policy.

Х

# **3** step

Yext will then scan your listing to find it in other directories. It will return your results to you. Scroll down through all of the possible directories and then click on '**Fix My Listings Now.**'



0% of the time customers search for you, they will see the correct information.

#### **PowerListings® Scan Results**

Kate's Kandy 64 S. La Brea Avenue

(310) 256-3449

This isn't my business information

FIX ALL ERRORS ►

		Business Name	Address	Phone	Status
G	Google		MISSING LISTING	×	Not Found
YAHOO!	Yahoo		MISSING LISTING	×	Not Found
f	Facebook		MISSING LISTING	×	Not Found
b	Bing		MISSING LISTING	×	Not Found
velpige	Yelp		MISSING LISTING	×	Not Found
	MapQuest		MISSING LISTING	×	Not Found
100 pages corr	Superpages		MISSING LISTING	×	Not Found
0	Citysearch		MISSING LISTING	×	Not Found
P	Foursquare		MISSING LISTING	×	Not Found
deximous	DexKnows		MISSING LISTING	×	Not Found
	Insider Dense				

Update your listing by filling in the necessary information and then click, **'Continue.'** 

#### **Update your Listing**

Type in your business information as you'd like it to appear on the internet. (You can always change it later.)

#### **Business Information**

Kate's Kandy	Bu	siness Name
64 S. La Brea Avenue		Address
City	State ×	90036-3!
(310) 256-3449	Bus	iness Phone

#### **Contact Information**



CONTINUE

**Privacy Policy** 

#### Kate's Kandy

64 S. La Brea Avenue New York, NY 90036-3568 (310) 256-3449

Oops! Something went wrong.

This page didn't load Google Maps correctly. See the JavaScript console for technical details.

Select the plan you would like. Notice that all plans have a respective payment structure. Once you have chosen which plan you would like to use, simply click on **'Pick Plan'** in the same column as your preferred plan.

### **Select Your Plan**

SCAN BUILD FIX CHECKO

Join over 150,000 businesses just like you and correct your listings across the internet.

		Best Value!	
MapQuest Listing on Mapquest \$3/week* *Billed at \$150	Essential Plus Package Original Price: \$2//week* *Billed at \$449	Complete Standard Package Original Price: <b>\$10,000</b> kk* *Billed at \$499	Premium Advanced Package Original Price: \$19;;;;;;;;;;;;;;;;;;;;;;;;;;;;;;;;;;;;
Optimize on MapQuest!	74% Optimization Rate!	100% Optimization Rate!	100% Optimization Rate!
Add Your Listing to the Following Site MapQuest	Add Your Listing to the Following Sites MapQuest G Google	Full Essential Package	Full Complete Package
	<ul> <li>Facebook</li> <li>Bing</li> <li>Apple</li> </ul>	Full Emerging Package	
	<ul> <li>Yelp</li> <li>WhitePages</li> <li>Superpages</li> <li>Citysearch</li> </ul>	PowerListings+ PowerListings+ allows you to publish Products, Services, Calendars, and Staff Bios around the web	Review Monitoring Keep track of the ratings and reviews your customers post on your online listings \$300 Value!
	<ul> <li>Encyclater</li> <li>Local.com</li> <li>Foursquare</li> <li>And Four More</li> </ul>	<b>Analytics</b> Track profile views by partner to see which specials drive the most traffic	Yext Pages Yext Pages lets you add all of your enhanced content to your website! \$300 Value!
PICK PLAN	PICK PLAN	PICK PLAN	PICK PLAN
Included Entirelv in	Included Entirely in	Included Entirely in	Includes All Available

\*All PowerListings Packages include a free Training Session

Fill out your payment information and then click '**Place Your Order**'.

### Checkout

First Name Last Name Email	Total <b>\$3</b>
Last Name Email	\$3
Email	A DAY HOUSE A LOCK
Email	Term:
	12 WORLIS
Billing Information	Service for: Kate's Kan 64 S. La B
Name on Card	Los Angel
Card Number CVV	Your product subs
Expiration 1 ~ 2020 ~ VISA CON CONSTR	method will be de product subscript the renewal date.
I agree to the Yext PowerListings and Dashboard <u>terms and conditions</u> and <u>Privacy Policy</u>	

Cart Review	
Total	
33	
ērm:	
2 Months	
Service for:	
Kate's Kandy 54 S. La Brea Avenue .os Angeles, CA 90036-3568	
our product subscription will be renewed automatically at the	
nd of each subscription period and your chosen payment	
ethod will be debited at the full rate unless you cancel your	
roduct subscription from within your account settings prior to	



### 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 **https://advertise.local.com.** If you already have an account with Local.com, enter your login details and click **'Login'**.

If you have not created a business listing on Local.com yet, click on **'Sign Up'**.

To add a r	new listing please login to your existing a	account or create a new account if you are a	a new user.
To claim an existing	g listing kindly go to your business listing	page on Local.com and click on the Claim	Your Listing b
	Login to your existing account	To create a new account	
	🖂 Email	SIGN UP >	< <u>1795</u>
A REAL	Password		
	I'm not a robot		
	Forgot Password?		0 2

For any assistance please email us on customersupport@local.com

### **STEPS TO LISTING YOUR BUSINESS ON LOCAL.COM**

# **L** STEP

To create a new account, enter your information and click on **'Submit & Sign Up'**.

To add a new listing please login to your existing account or create a new account if you are a new user. To claim an existing listing kindly go to your business listing page on Local.com and click on the Claim Your Listing button.

	10 - A
Create a new account	
Password	
Confirm Password	
I'm not a robot	
SUBMIT & SIGN UP >	

### **STEPS TO LISTING YOUR BUSINESS ON LOCAL.COM**

# **2 STEP**

You will need to verify your account. Check your email and follow the directions within. You can also start adding a new listing by clicking on **'Add New Listing'**.

### Your account verification is still pending. Please confirm your email address by clicking on the verification link sent to your inbox. To resend the verification link, please click here

### My Claimed Listings

Below are all business listings claimed by you. To add a new listing, please use the Add New Listing button below. To claim an existing listing, kindly go to your business listing page on Local.com and click on the Claim Your Listing button. For any further assistance please email us on <a href="mailto:customersupport@local.com">customersupport@local.com</a>





**B**STEP

Once your account has been verified,or you have clicked on '**Add a new listing,'** you can then start adding information about your business. When finished entering your information, click '**Submit and continue.'**  • Your account verification is still pending. Please confirm your email address by clicking on the verification link sent to your inbox. To resend the verification link, please click here

#### My Claimed Listings

Below are all business listings claimed by you. To add a new listing, please use the Add New Listing button below. To claim an existing listing, kindly go to your business listing page on Local.com and click on the Claim Your Listing button. For any further assistance please email us on customersupport@local.com

	1	(	2	(	
	Create Business Listing	Ed	it Profile	Submit	and Confirm
Business Name:*	Address:*	City, State:*		Zip Code: <b>*</b>	Email:*
Business name	Business Address	Business City, State		Business Zip Co	Business email
Year Established:	Specialities:	Phone:*	Website:	Category:	
2018	Specialities	2000-2000-2000	www.example.c	Category	
Secondary Category:	Description: Description	Services: Services	Products: Products	Brands: Brands	
	1,				
Payment Methods: <ul> <li>All Other Major C</li> <li>Cards</li> </ul>	Credit 🛛 🗆 American Express	Cash	Debi	t Card	Diners Club
Discover	LEC Payment	Mastercard	□ Othe	r Payment	Daypal
Personal Checks	<ul> <li>Unavailable Paym Type</li> </ul>	ent 🗆 Visa			
Languages Spoken					
English	Spanish	American Si	gn 🗆 Arab	ic	Armenian

Your account verification is still pending. Please confirm your email address by clicking on the verification link sent to your inbox. To resend the verification link, please click here

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Apply To

#### Add Your Listings 2 **Create Business Listing** Edit Profile Specific Hours Of Operations Hours Of Operations 0 24/7 Monday Closed ~ Closed ~ Use Specific Hours of Operations Closed ~ Closed ~ Tuesday Wednesday Closed ~ Closed ~ Thursday Closed ~ Closed ~ Friday Closed ~ Closed ~ Saturday Closed ~ Closed ~ Sunday Closed ~ Closed ~ Photos: Business Logo :

# **4**<sub>STEP</sub>

Continue updating your profile by entering your hours, photos, and business logo. When finished, click **'Submit and continue'** at the bottom of the page.



Check the box stating you agree to the Terms and Service. Confirm and submit your listing.

Local.com will review your listing and then publish the details you have provided. This usually takes around 48 hours.

#### My Claimed Listings

Below are all business listings claimed by you. To add a new listing, please use the Add New Listing button below. To claim an existing listing, kindly go to your business listing page on Local.com and click on the Claim Your Listing button. For any further assistance please email us on customersupport@local.com

#### Add Your Listings



FOURSQUARE

### **FOURSQUARE FOR BUSINESS**

**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: http://business.foursquare.com/cla im/

and enter your business' name and location before clicking 'Search' to claim your listing. There is a small one-time fee for joining Foursquare. FOURSQUARE for Business

# Your business is probably already on Foursquare. Search for it now.



### STEPS TO SETTING UP A FOURSQUARE BUSINESS ACCOUNT

# 1 STEP

Foursquare will find related businesses, and possibly your business. If the business the site finds is yours, click on **'Claim My Business'.** If it's not (which it likely won't be if this is the first time you've created the listing, click **on 'Not your business? Click here'.** 

### We found you, Kate's Hair Palace!

Great start. Now claim your listing to get access to our business tools and the power to edit your profile. Visits (Total) **17** 

### STEPS TO SETTING UP A FOURSQUARE BUSINESS ACCOUNT



Foursquare will ask you to try again. Enter your business' name and location and click 'Search'. If the proper result still isn't returned, click on 'Get started now'.

### Okay, let's try that again.

Business Name City, State/Country 
Q Search
Ready to claim your listing? Get started now.



Search again for your business, using the business name and its location.

#### Welcome to Foursquare



Over a million businesses already use Foursquare. Sign up in order to manage your listing and attract more customers. Start by searching for your business – your customers have probably listed it already!

Business Name		
Location	City, State	
	Search	

Results will appear underneath the search field. Scan the results and 'Select' if you find your business. If you don't, scroll to the bottom where you'll see 'Still don't see your business? Click here to add it' and click.

#### 36 venues found

X	Kate's Hair Palace Salon / Barbershop · 17 check-ins	Select
	Kate's Office Office · 9 check-ins	Select
\$	Ink Kandy Tattoo 1628 N Cahuenga Blvd (at Hollywood Blvd.)	Select
ă	kate spade new york outlet	Select
	Women's Store · 624 check-ins	
Ĭ	Kate Spade Saturday 8400 W 3rd St (at Orlando)	Select
	Women's Store · 82 check-ins	
Мо	re Results	

Still don't see your business? Click here to add it.

# 5 step

Get started claiming your business. Enter some basic personal information and then click **'Sign Up'**. Here you can also choose to sign in with Facebook or Google.

Join Foursquare to cla	aim Kate's Kandy
	Last Name
Email	
assword	
Birthday ?	
MM YYYY	
SIGN UF	G Sign up with Google
	Join Foursquare to cla Email assword Birthday ? MM YYYY SIGN UF

Add your business to Foursquare, using the dialogue boxes and the map offered. You will need to find the location on the map and place a pin in that area by simply clicking on that location.

#### Add a place to Foursquare

#### Name\*

Pete's Photography

Cross Street	
State/Province	
Illinois	
Country	
United States	4
	Cross Street State/Province Illinois Country United States

#### This is inside of another place



#### Make sure you've read our style guide and house rules before saving your changes.

- Always use correct spelling and capitalization. (Not sure about something? Look it up!)
- Please format addresses according to your city/country/region's local postal guidelines.
- If this is a private place (your backyard, your roofdeck, etc) be sure to mark it as such.
- Provide thorough and correct information for your listing. The rest of the Foursquare community will thank you!

#### Questions? Tweet us at @4sqSupport.

Verify that you are the owner, or working on behalf of the owner, by checking the box. Then click on 'Get Started'.

#### **Claim Pete's Photography**

181 W Madison St

Over a million businesses are using Foursquare to grow their business. In just a few minutes, you'll be able to:





Learn

customers with Foursquare Ads

about who's walking through your door



#### Control

the information on your business listing

I'm the owner (or working on behalf of the owner) and I agree to the Venue Platform Terms of Use



Enter your phone number and click **'Continue'**.

#### **Claim Pete's Photography**

181 W Madison St

Enter your phone number below (cell phones work!).

Continue

 Step 1
 Step 2
 Step 3

 Terms of use
 Validate ownership
 Final verification

Enter your billing and payment information. You will be charged a one-time fee of **\$20** for the listing. Once this fee has been paid, your listing will be live on Foursquare!

### **Claim Pete's Photography**

181 W Madison St

You're only one step away from being able to create Foursquare Ads, monitor your foot traffic, and watch your business grow. Choose an option below to complete your verification.

LIMITED TIME PRICEL

\$20

Add a debit or credit card to your account below. We'll charge your card a one-time-only \$20 fee to verify that you're the owner.

Card number		
Expires 01 \$ 2018 \$	Security code	
	Continue	
Step 1 Terms of use	Step 2 Validate ownership	Step 3 Final verification



### STEPS TO GETTING YOUR BUSINESS LISTING ON CRUNCHBASE

Crunchbase is a combination of an online directory and a social media platform. Not only can you create your own listing, but you can also follow other professionals, companies, and even your competitors!

Get started by visiting their website at: https://www.crunchbase.com/organization/dire ctory#section-overview and click on **'SIGN UP'** 



On the first page there are two tabs at the top. You can click **'Log in'** if you have already created a profile on Crunchbase, or **'Register'** if this is your first time creating a profile on Crunchbase. Fill out the information completely and then click **'Register'** at the bottom of the screen.

LOG IN	REGISTER		
		Register using social authentication	
		in 🗗 🗾	
		OR	
		Register using your e-mail address	
mail Address *	ç 		
First Name *			
.ast Name *			
Password *			

The next screen will ask what you want to do on Crunchbase. To get listed in the directory, click on **'Promote my business.'** 



# **B**STEP

The next step asks you to personalize your experience. You can fill in this information, or you can click **'SKIP STEP'**.

STEP 1	STED 2	STEP 2		
STEPT	STEP 2	STEP 3		
	Help u	s personalize y	our experie	nce
	Tell us a bit mo	re about yourself an	d what you're in	terested in.
Lom o				
				•
Working in				<b>.</b>
My Industry is				
Choose at least one	location that intere	ests you:		
□ New York □ Sa	n Francisco 🛛 Lo	ondon 🛛 Los Ange	les 🗌 Boston	
• Search for cities	regions and count	ries		
<b>~</b>	rogiono, and count			
Choose at least one	category that inter	ests you:		
🗌 Software 🔲 Infe	ormation Technolo	gy 🗌 Internet 🔲	E-Commerce [	Health Care
Q Search for categ	ories			
SKIP STEP				SEE MY RECOMMENDATIONS

# **4**<sub>STEP</sub>

You can then choose profiles that you may like to follow. When finished click **'Finish and Follow Profiles.'** Like the last step, you can also click **'Skip Step'**.





You then have a number of options to customize your Crunchbase account. To include more information about your business, click on **'Account'** at the top right corner and choose **'Link my company'** from the drop-down menu.





Once you have chosen from the drop-down menu, you can then search for your company. Enter your company email address in the bar and choose from the drop-down menu. Then click on **'Next'**. This will take you to a page where you can choose features to follow your business, and allow employees to follow your company.



# Angles list

### **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://www.angieslistbusinesscenter.com. Click on 'Get Started'. 1-866-843-LIST (5478) Register

Testimonials Promote Your Business News Contact Us

# Connecting quality businesses with local, quality members.

Angies list

**Business Cente** 

Registration is free, easy and gives you the ability to promote your business on Angie's List.

Get Started

Sign In >

### STEPS TO REGISTERING WITH ANGIE'S LIST

### 1 STEP

Fill out the basic information about your business and then click, **'Add Business.'** 

Start your business profile

This is what Angie's List members will see.

This is how members will contact you:

First Name

Last Name



First name is required

Phone Number

**Business Name** 

Zip Code



Start typing and select a category



Add Business

Already have an account? Sign In
## 2<sub>step</sub>

Fill out additional information and then click 'Create Account.'

This	is what you will use to access your business account
	< 2
	Additional Business and Personal Information:
	First Name Last Name
	Kate Miller
	Business Name
	Kate's Kandy
	Address
	Address is required
	City State Zip Code
	\$ 90036
	Email
	Create a Password
	Your password should be at least 10 characters
	Password
	Confirm Password
	Lagree to Service Provider's User
	Agreement and Privacy Policy
	I'd like to receive special email offers and discounts
	Cancel Create Account

Create your account

## **B**STEP

The directory will try to find your business. If you see your business listed, you can click on **'Claim'**. If you do not see your business, click on **'Continue Adding Business.'** 

Your business may alread Is the business you want to	eady be listed add listed below?
Ram Auto Services Los Angeles, California 90094	Claim
Judith Bright - Los Angeles Los Angeles, California 90036	Claimed
TrèSpace Studio Architecture + Design Los Angeles, California 90016	Claimed
The Little Bar Los Angeles, California 90036	Claimed

Continue Adding Business >

The next screen is a pop-up for the Business Center. Bookmark this address for the future, as it is where you can update your profile, submit reviews, manage categories, and even advertise further with Angie's List. Click on '**Got It**' and the screen will go away.

<ul> <li>We are happy to see your interest in growing your business through Angie's List.</li> <li>Complete your profile so members can learn what your business is all about.</li> <li>Make sure your service area is complete so you are visible to members in all areas you service.</li> <li>Any customer can use the link below to submit a review of your business directly on Angie's List. https://member.angieslist.com/member/reviews/edit?</li> </ul>	
<ul> <li>Complete your profile so members can learn what your business is all about.</li> <li>Make sure your service area is complete so you are visible to members in all areas you service.</li> <li>Any customer can use the link below to submit a review of your business directly on Angie's List. https://member.angieslist.com/member/reviews/edit?</li> </ul>	Total
Make sure your service area is complete so you are visible to members in all areas you service. Any customer can use the link below to submit a review of your business directly on Angie's List. https://member.angieslist.com/member/reviews/edit?	ew R
Any customer can use the link below to submit a review of your business directly on Angie's List. https://member.angieslist.com/member/reviews/edit?	
serviceriovidella-24450262	
Use your Message Center to track and regularly respond to communication from members.	
If you have any questions, contact us at 1-866-843-5478	
Angie Got it	y
SS ABOUT US QUESTIONS	Conn
AngiesList.com Contact Us p Online Offers Press Center	1 (8

#### Your Business Description

### 5 STEP

Enter a description for your business. When finished, click **'Next'**.

Your business description is one of the first things a member sees about your business. Include a clear, detailed overview of your business:

- Start with your specialties and overview of services. This helps the member decide quickly if you can do their job.
- State your value proposition. What makes you stand out from your competitors?
- Sell your background and staff. How long have you been in business or in this line of work? Are you owner-operated or a large business?
- Avoid using terms that are specific to your industry. Potential customers may not be familiar with these.



Next

K Back

Add other services you offer. Click **'Next'** when done.

#### Your Service Categories



#### Show members the services you offer

Let us know what other services you offer in addition to the service category listed below.

Start typing and select a category

Retail Clinic

< Back



Angie's List will then pull up a map of your service area. All you have to do here is ensure it is correct and then click on **'Done.'** 

#### Your Service Area



#### My Service Areas

Your service areas are shown as selected areas on the map below.



This is your confirmation that your listing has been added to Angie's List. Enter your smartphone number and get a direct download for the app so you can manage your listing while on the go!



### Thank you for signing up with Angie's List!

#### For the best experience, download our Pro app.

- Manage your business's leads with ease
- Respond to messages and request reviews directly from your phone
- Track your performance on Angie's List







### **Judy's Book**

Judy's Book also promotes itself as a social search directory. As a business owner, you can create an online listing for your company, and customers can leave reviews.

To get started on Judy's Book, go to web address:

https://www.judysbook.com and click on 'Owners.' Although you can try a free trial, Judy's Book is a paid directory, starting at \$19.92 a month.





#### **Get The Scoop**

Local reviews, recommendations, and deals from people like you. Find and discover great places and avoid the not so great!

Judy's Book makes it easy to store
and share places and
recommendations in your social
book. Login or Create an Account.

Share

Get found and discovered. From
cafe's to doctors, we know local.
showcase your business on Judy's
Book.Learn More

**Businesses** 

Home > Arizona > Peoria

Start by clicking **'Claim Business.'** 

#### Claim Business Learning Center Testimonials

### Get your business listed on Judy's Book, Search Engines and Partners

Get your business found on top sites like Google, Bing, Citysearch.

### Claim Business

### As low as \$19.92/mc

Try it 30 days FREE \* Basic plan code: FREEBASIC30 Pro plan code: FREEPRO30 \* (\$0.99 setup fee applies)



You then have to choose which package you want to use. You can choose between Basic or Pro. Review the features and then scroll down. Check the box stating that you agree to the Terms of Service.

Click on **'Claim it'** at the bottom of the package you choose. Remember to make note of the special code that allows you to get a free trial.

#### judy's book



Search Engine Optimization

Rich content boosts your SEO. Completed Profile, Keywords, Owner Message and Link to your website and social media pages Control Your Image Online



Syndi partne

partners.

Syndication to partners

Automatically sync up your

profile in leading directories.

all major search engines and

Listings and reviews are sent to



Gather Facebook, Twitter Fans and Reviews quickly and easily with Judy's Book Mobile, and QR code window decals.

#### See the difference: Unclaimed vs Claimed listings

Claimed Listing Features (hover each link below for details)	Basic (as low as \$19.92/mo)	<b>Pro</b> (as low as \$79.92/mo)	SEO/Marketing Firms Bulk Accounts
Profile Photos	5	10	
Service Areas	5	20	
List and Claim Multiple Locations	1	5	
Keywords	5	30	
Instant Anytime Updates - Owner Dashboard	Unlimited	Unlimited	
Show Your Ads on Competitor Profiles	500 ads	1000 ads	
Dedicated Account Manager	<ul> <li>✓</li> </ul>	~	
Allow customer testimonials	×	~	
No Profile Ads	<ul> <li>✓</li> </ul>	~	
Syndication To Search Engines and Partners sites	×	~	
Owner Message	×	~	
Reputation Management - Notification of Reviews	×	~	
Reputation Management - Respond to Reviews	×	~	
Link to Your Website	<b>v</b>	~	
Social Media Links and Ruttons	J	2	



You then have to fill out the information for your company, and your payment information. When done, click the **'Terms and Privacy'** box. Then just click on **'Sign Up.'** 

COMPANY / ORGANIZATION	
	]
VISA 🜔 AMEX DI	SC®VER
CARD NUMBER*	
01 22	
COUNTRY*	
Canada 🌲	
STREET ADDRESS*	ADDRESS 2
CITY*	STATE* ZIP/POSTAL
Order Summary	
Yearly Basic	\$239.00 US
Stronger of Proceedings	
COUPON CODE	
>	
C. L. L. L	6000 AD 110
Subtotal Order Total	\$239.00 US
or der foren	\$235.00 03
TERMS AND PRIVACY	
I accept the Privacy Policy and	d Terms of Service.



### CitySquares

CitySquares is an online directory that will make it easier for customers to find you. They can then leave reviews, find your information, and more. CitySquares features certain businesses regularly and allows customers to search by city.

To get started go to: <u>https://citysquares.com</u>. Scroll to the bottom of the page and click on **'Add your business.'** 

Add your business Verify your business API About Contact Sitemap Privacy Terms

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### 1 step

Adding your business on CitySquares is easy. Start by simply clicking **'Sign up''** to begin, or **'Sign in'** if you already have an account, which is unlikely if you haven't yet created a listing on CitySquares or Yext.

#### How do I add my business?

When you add your business to CitySquares, local consumers in your neighborhood can easily discover you both here and on internet search engines. Your business is probably already on CitySquares. If you find it, then go ahead and make it yours now. Edit your information, add more information and help qualified, local consumers find you. If you're business isn't already listed, go ahead and add it now, for free!

### Sign in or Sign up to begin!

Alternatively, you can claim with Yext to manage your listing on Citysquares and many other sites across the web.

## 2<sub>step</sub>

On the next screen you just have to fill in some basic information. Check the box agreeing to accept their terms and then click **'Sign up.'** 

Sign up		
* Email		
* First name		
* Last name		
* Password		
* Password confi	mation	
Please email m	e news and special offers for my bu	isiness
🗹 🗶 Accept terms		
Sign up		
Sian in		



You will receive a message that a link has been sent to the email address you provided. Open the link within the email and it will activate your account.



Sign up Sign in

A message with a confirmation link has been sent to your email address. Please open the link to activate your account.

After you successfully confirm your account, you will be taken to a confirmation screen. Here you can sign in using your email and password you created. To make it easier for future visits, you can also click on the **'Remember me'** box. Then just click on **'Sign in.'** 

Sign in	
Email	
	<b>t</b> ~
Password	
Remember me	
Sign in	
Sign up	
Forgot your password? Didn't receive confirmation instructions?	

Your account was successfully confirmed.



Once signed in, click on '**My Home'** in the top right corner to continue adding your business.



My Home Sign out

Signed in successfully.

On the next page, you will see 'Add a business' on the right side of the page. If you have already added a business, or once you add yours, you can also use this page to 'View my business.'

#### Actions

Listings

View my businesses

Add a business

Account

Change user details

API

Subscription (Partner Plan) Token Developer documentation Account history

## **Z**STEP

To start adding your business, enter the name and location and click on 'Find my business.'

#### How do I add my business?

When you add your business to CitySquares, local consumers in your neighborhood can easily discover you both here and on internet search engines. Your business is probably already on CitySquares - search for it below! If you find it, then go ahead and make it yours now. Edit your information, add more information and help qualified, local consumers find you. If you're business isn't already listed, go ahead and add it now, for free!

Alternatively, you can claim with Yext to manage your listing on Citysquares and many other sites across the web.

Search below to see if your business is already listed on CitySquares.

Business name

Location e.g. 'Boston, MA'

Find my business  $\mathbf{Q}$ 



CitySquares will likely tell you that they couldn't find your business. To begin adding it just click on '**Add business.'** 

### **Claim Your Business**

No results were found. Search again or add your business below.

Add business

## 9 step

Fill in the information for your business and then click on **'Create Listing.'** 

#### \* Business name

\* Category

#### Service area radius (miles)

\$

\$

٨

Leave blank unless you come to your customers (e.g. swimming pool maintenance). The maximum allowed Service Area is 50 miles.

#### Address visible?

Should your address display on the listing page?

\* Address

Building number and street address. This field is required but will only be displayed if your address is set to visible.

Address 2

Suite, unit or floor, if applicable.

\* State

\* City

\* Zip

Phone number

Description

I Agree to the Terms and Conditions as outlined here, the Privacy Policy as outlined here, and certify that I am the owner and/or an authorized representative of this business.

Create Listing

## 1 Grep

Your business is now listed on CitySquares! If you'd like access to even more features, this screen gives you the chance to **'Upgrade now.'** 

#### Get more exposure with a Premium Profile

Get seen by more potential leads for only Upgrade now \$9/month.

#### Preferred placement

Get positioned ahead of free listings on our category and search result pages.

#### Premium-only details

Include your trading hours, payment options, website and email addresses, images, videos, social links and tags in your listing.

#### More eye-catching styling

Premium listings have a bolder design that stands out from other results on our category and search result pages.

#### Advertisement free

Ads will not display on your listing, keeping viewers focussed on your business, not your competitors.

 $\checkmark$ 

1



### BBB

The Better Business Bureau has been the go-to places for consumers for decades. Many people use BBB to find local companies, research their service, and sometimes, even file a complaint. Within the directory, consumers can find you and leave reviews about your company.

To start on BBB, head over to their homepage located at: https://www.bbb.org and click on 'Join/Apply'.



### Better Business Bureau®

Join/Apply | Business Login | News & Events



You will need to select the BBB Representative that contacted you from the drop-down menu. However, there is an option for those that weren't contacted by anyone.

<b>BBB</b> Accreditat	ion	App	olication	
Part 1: Select your BBB Representative	Part 2	Part 3	Part 4	
Your BBB Representative: Ple	ease sele	ct your F	Representative	



You can then start searching for your business, either through your email address, business name, or your BBB business ID.

### **BBB** Accreditation Application

Part 1 Part 2: Find your Busine	Part 3 Part 4
Your Email Address:	Search by Email Address
Your Business Name:	Search by Business Name
- (	, if you know your BBB Business ID -
Your BBB Business ID #:	Search by Business ID
	Click to Create a New Business



If the BBB doesn't find your business, you can then create a Business Record. Click on the red highlighted area to start.

### **BBB** Accreditation Application



## 4<sub>STEP</sub>

Fill in the information about your business and then click **'Submit Application'** at the bottom of the page.

Vour Titler (required)	
Your Title: (requirea)	
2	
Your Email: (required)	
Your Preferred Languag	e:
English	¥
🕑 You may email me a	about my interest in BBB Accreditation for my business.
I certify that all the i	nformation provided in this application is true and accurate to the best of my knowledge & I am authorized to submit this information on behalf of the business.



You then have to pay your invoice to become an accredited business on BBB. Fees range from \$43 a month to \$103 a month, depending on how many employees you have.

### **BBB** Accreditation Application

Part 1 Part 2 Part 3 Part 4: Pay your Invoice



### Citysearch

**Citysearch** allows consumers to see all of the businesses in their local area by simply clicking on their listed city. As a business owner, you can include yourself in those listings just by creating an account.

To get started on Cityseach, head over to their homepage located at: http://www.citysearch.com/world and click on 'Sign In' found at the top of the page.

I'm looking for...

Citysearch

City & State, or Zip



Sign In

On the next page you will see two tabs. One is '**Sign in**' and the other is '**Create an Account.**' If you do not have an account yet, you will need to click on '**Create an Account.**'

It's quick and easy. We'll never post without your permission.		
Sign In	Create an Account	
Email		
Password		
Show Passwo	ord?	
Sign In		
Forgot your pase	sword?	
Don't have an ac	ccount? Register Now!	

**Connect with Facebook** 

Clicking on 'Create Account' simply expands the information that you need to fill out completely before clicking on 'Create Account.'

### Connect with Facebook

It's quick and easy. We'll never post without your permission.

Sign In	Create an Account
Email	

Password

Show Password? (6 character minimum)

First Name

Last Name

Zip Code

**Create Account** 



Citysearch®

You are now signed in. To continue managing your listing, click on the box beside the menu bar that once said '**Sign in.**'

I'm looking for...

City & State, or Zip

Q
# **B**STEP

Listings on Citysearch are called guides. To finish creating your guide, you will need to click on **'Connect with Facebook.'** 

## Citysearch®

### I'm looking for...

City & State, or Zip

lip Q



GUIDES (0)

**REVIEWS**(0)

**VOTES** (0)

PHOTOS (0)

SAVED (0)



Please Connect with Facebook to create a guide.



### Linkedin

**Linkedin** is a social media site for professionals and businesses. However, many consumers know this and so, they use the platform to search for businesses.

To get started on **Linkedin**, head over to :

https://www.linkedin.com. At the right side of the page, you'll see a 'Join Now' button that you can click.



Join now



## **1** STEP

Enter your email address and a password and click 'Agree & Join.'

### Linked in

### Make the most of your professional life

Email

Password (6 or more characters)

By clicking Agree & Join, you agree to the LinkedIn User Agreement, Privacy Policy, and Cookie Policy.

Agree & Join

or

Continue with Facebook

Already on LinkedIn? Sign in



Enter your first and last name and click **'Continue.'** 

### Linked in

### Make the most of your professional life

	٢
Last name	
Contir	ue



Check the box that states that you are not a robot.

Security verification

#### Let's do a quick security check

X





# Your profile helps you discover the right people and opportunities

Most recent job title \*

Enter your job title and company's name.

Most recent company \*

#### I'm a student

Continue



Let's confirm your email

Type in the code we sent to katescontent@gmail.com.

Ø Your privacy is important

We may send you member updates, recruiter messages, job suggestions, invitations, reminders and promotional messages from us and our partners. You can change your **preferences** anytime.

#### Agree & Confirm

Didn't receive the code? Send again

Linkedin will send a code to your email address that you provided, and you will then need to enter this code into the space provided. Then click **'Agree & Confirm.'** 



If you want the Linkedin app, enter your country and the phone number you can receive text messages at. Then click **'Text me the link',** or **'Skip'** altogether.

## Get the LinkedIn app

Keep opportunity in your pocket wherever you are

#### Country/Region

United States

▼

Number

Standard text messaging rates apply. We won't display your number on your profile or share it with anyone.

**Text me the link** 

Skip



You now have a Linkedin profile you can use to network with others, and customers can find you when they use this platform to search for local businesses.



# facebook Bonus

### **BONUS SECTION FACEBOOK PAGES**

**Facebook Pages** 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 Page** links on all of your business's online media outlets, which lets online users go to the fan page and directly interact with your company. This increases your SERPs presence, as well as increasing customer participation and brand recognition.

To start creating a Facebook Page go to: https://www.facebook.com/business/pr oducts/pages and click on 'Create a Page'. If you already have a personal Facebook page, you will automatically be logged in. If you don't, you'll have to create a personal Facebook profile first.

# EBOOK PAGES **Create a beautiful online** home for your business. Create a Page

### **STEPS TO CREATING A FACEBOOK PAGE FOR YOUR BUSINESS**

# **1** STEP

Choose a type of page for your business. Currently Facebook has two to choose from – Business or Brand, and Community or Public Figure. Choose one of these categories and then click '**Get Started**'.

#### **Create a Page**

Connect your business, yourself or your cause to the worldwide community of people on Facebook. To get started, choose a Page category.





Connect and share with people in your community, organization, team, group or club.

Get Started

### **STEPS TO CREATING A FACEBOOK PAGE FOR YOUR BUSINESS**

# $2_{\text{STEP}}$

Once you've selected a type of business, a form will appear within the same box. Enter basic details about your business then click **'Continue'**.

Business or Brand	
Connect with customers, grow your audience and showcase your products with a free business Page.	
Page Name	
Name your Page	
Category	
Add a category to describe your Page (?)	
	<b>Community or Public Figure</b> Connect and share with people in your community, organizatio
	team, group or club.
When you create a Page on Facebook the Pages, Groups and Events Policies apply.	
Continue	Get Started
	Set Statteu

# **B**STEP

Add a profile picture to your page if you'd like one. You can do this by selecting **'Upload a Profile Picture'** or, if you want to do this later, you can click **'Skip'.** 



# 4 STEP

Add a cover photo to your page. This will be the banner image customers will see when landing on your page. You can upload one by clicking **'Upload a Cover Photo'** or you can do it later by clicking **'Skip'.**  Add a Cover Photo Pages with cover photos typically get more Page likes and visits.

	1 <b>1</b>
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# 5 STEP

Your page has been created in just those few simple steps! Now you just have to take the time to go through it, invite friends, add photos, publish posts, and start promoting it on your personal page!

Page In	box Notificat	tions 1	Insights	Publishing To	ools /	Ad Center	More •		
		I Like	مراجع المراجع ا مراجع المراجع ال	A Share	Le rea	arn how to us ach more pec	se ads to get resi ople.		
	Ð	Automatically Respond to New Messages							
Kate's Ka Create Page	ndy @Username	Improve people's experience contacting your Page by setting up automatic replies in Messenger. You can greet them, share more info about your Page, or tell them when you're							
Home		away.							
Events Posts		Ç	Turn on Inst Instantly respo time.	ant Replies nd to people af	ter they m	essage your Pa	age for the first		
Promote Visit Ad Cent	er	<b>Turn on Away Message</b> Automatically reply to people who contact you in Messenger when your Page is away. Tell them you can't respond now and let them know when to expect a response. You can also schedule away times to automatically set your Page's status to away during certain hours.							
		Create	OI Live	Eve	ent	Ø Offer			

### **FREE SERVICES OR PAY SERVICES?**





Would you like us to do all this work for you? Please contact us at: