Tutorial

Partner Portal

FORESTADENT®

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General Information

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- A range of marketing materials is available in the partner portal.

- Some assets are ready to use and can be downloaded directly, such as **product images** or **banners**.

- Other materials offer the flexibility to customize specific elements according to your needs, such as **advertisements** or the In**fo Flyer (DE)**.

- There are also assets, such as Info Flyer, Patient Flyer, Course Flyer that need to be fully translated into your local language. For these, a text approval from FORESTADENT is required before use. You can find more details on this from page 7 onwards or by watching this video.

- When using FORESTADENT logo, please ensure that the relevant guidelines are followed.

PARTNER PORTAL

Registration

How to create an account, confirm your registration, and get approved as a partner.

Registration

Triple Opt-In Process

Back

Registration is completed in three confirmed steps. Your account is only activated once all three are done:

1. Registration

Fill out and submit the form here.

2. Confirmation Email

Click the link within 60 minutes.

3. Approval

Reviewed by FORESTADENT, then final approval email.

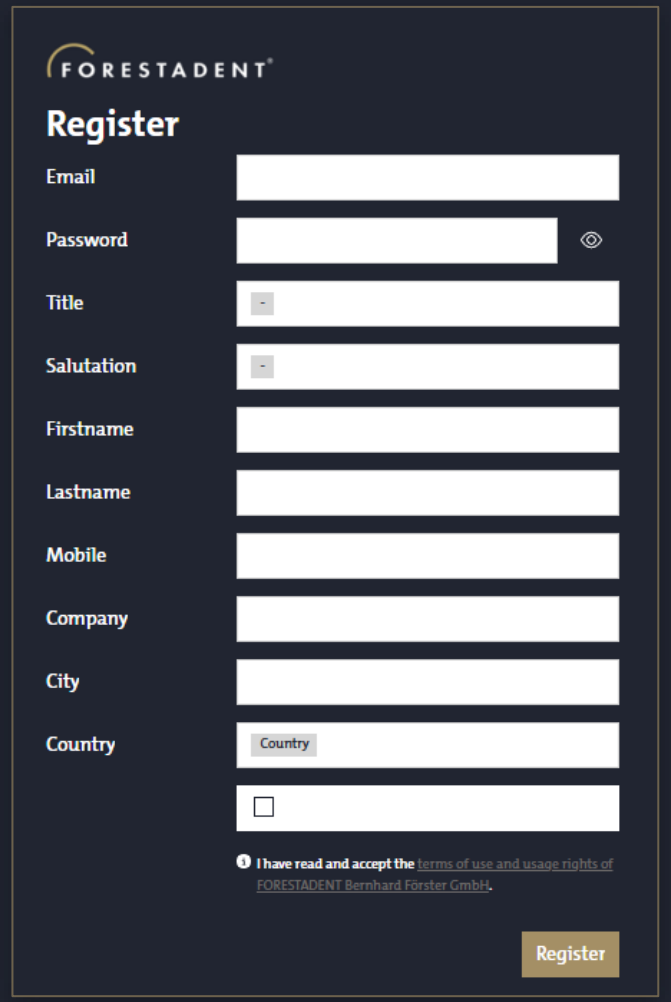
Important: The first email often ends up in the spam folder – please check there. The confirmation link inside it is only valid for 60 minutes. If it isn't clicked in time, the registration expires and the form must be filled out again.

Registration

Create an account

To use the partner portal, you first need an account:

- Open **https://partner.forestadent.com**
- Click **You do not have an account yet?**.
- Enter your email address and choose a password.
- Complete the remaining fields.
- Click "**Register**".
- Keep your login details for future access.



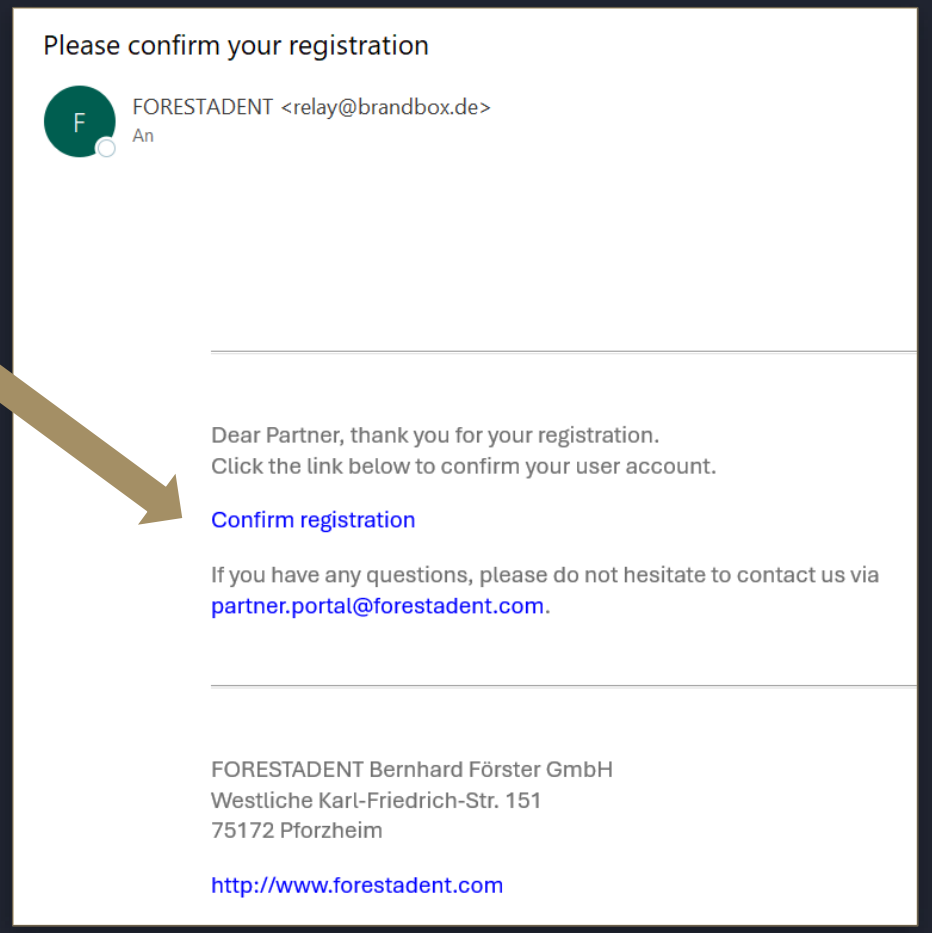
Registration

Confirm your registration / Account activation

Back

After submitting the registration form:

- You will receive a confirmation email – **please check your spam folder**.
- Click the confirmation link to verify your registration.
- After that your account will be reviewed by FORESTADENT.
- Once approved, you will receive a final email.
- You can then log in to the partner portal **https://partner.forestadent.com**.



PARTNER PORTAL

My Account & Wishlist

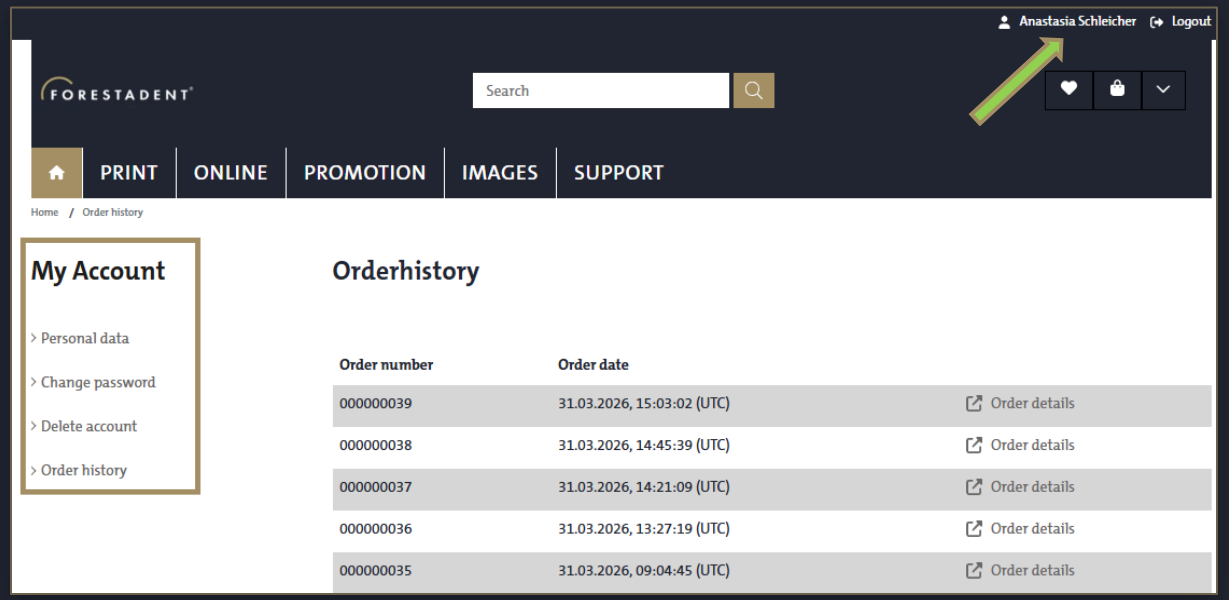
Manage your profile, add assets to your wishlist, save current working status for a marketing asset.

My Account

Back

Clicking on your name in the top-right corner opens the “My Account” menu.

- Here, you can edit your personal information, change your password, or delete your account.
- You can also view your order history.



My Wishlist



Back

Clicking on the heart symbol opens up the window “My Wishlist” menu.

- When you log in for the first time, “My Wishlist” is empty.
- Marketing assets, such as info flyer that are still being edited can be stored here.
- You can proceed with the translation process from here by clicking on "**Edit layout".**

PARTNER PORTAL

Print Materials

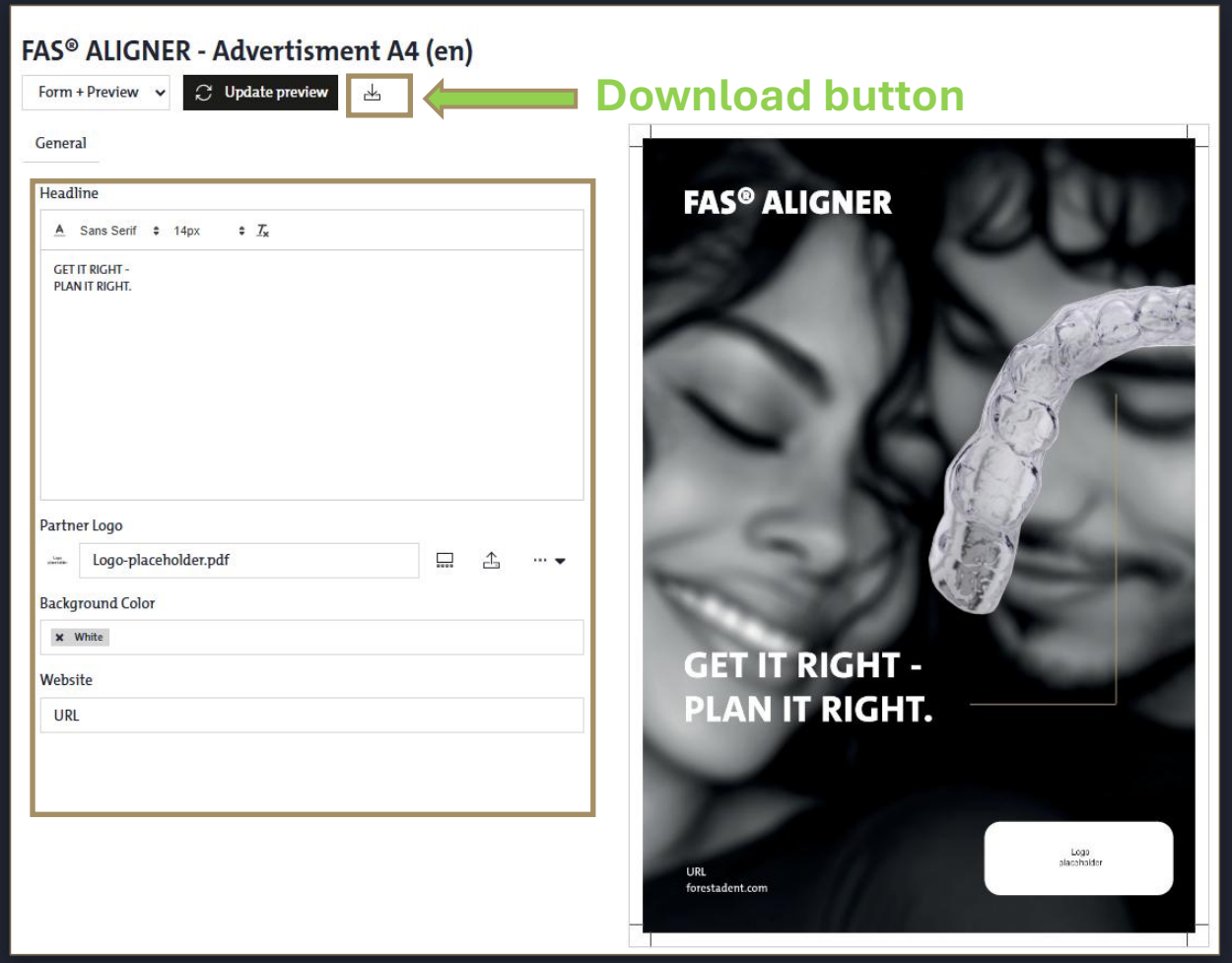
Advertisements, flyers, and course materials — customize, request approval, and download as print-ready PDF.

PRINT

Advertisements / FAS® ALIGNER - Advertisement A4 (en)

Advertisements / FAS® ALIGNER - Advertisement A5 (en)

- The headline, logo, and URL can be adjusted according to your needs.
- Please note: Partner Logo, Background Color and URL will be automatically removed from the printable PDF, if you do not edit one of those fields.
- If you edit one field, all three fields must be completed.
- The document can be downloaded right away as printable PDF.

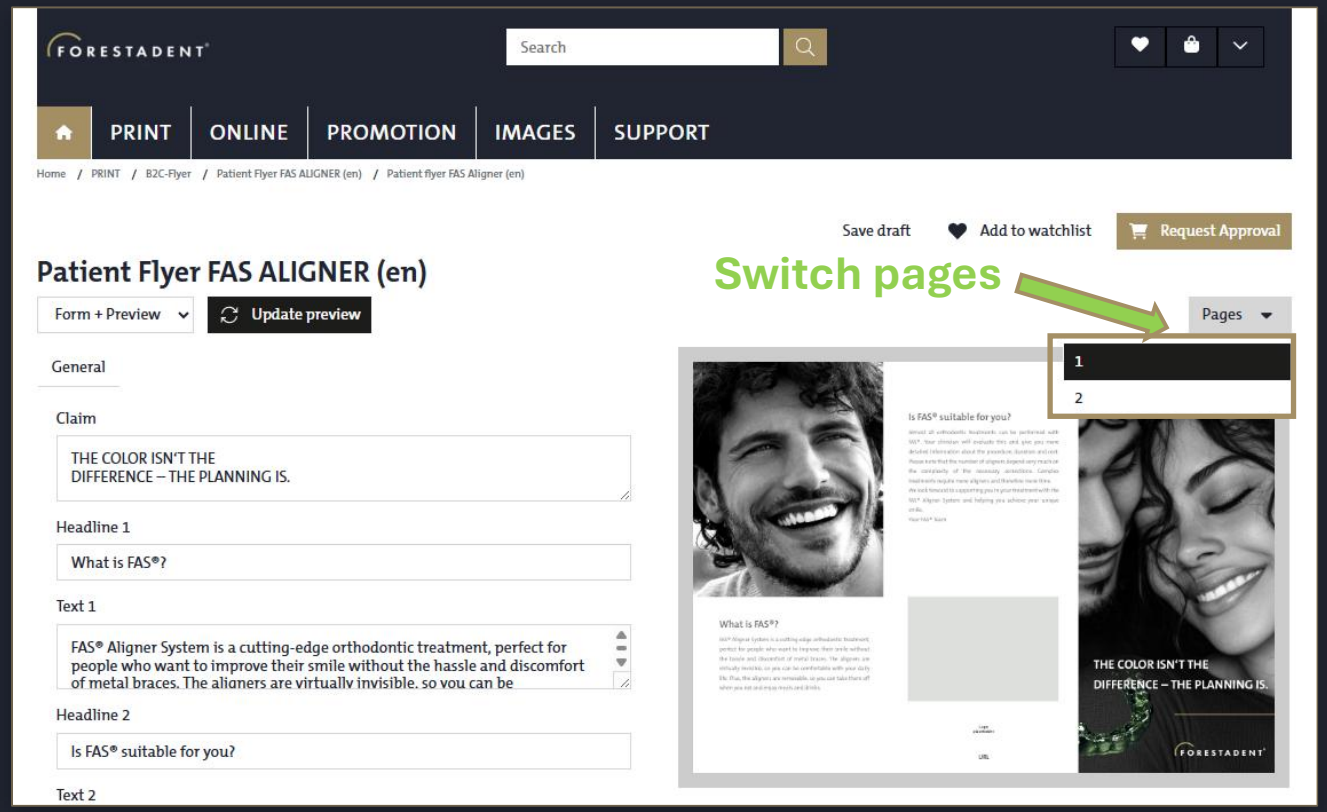


PRINT

B2C-Flyer / Patient Flyer FAS® ALIGNER (en)

Back

- The document has 2 pages.
- **Page 1:** All text elements, logo and URL shall be adjusted.
- **Page 2:** All text, QR-text and QR-code shall be adjusted.

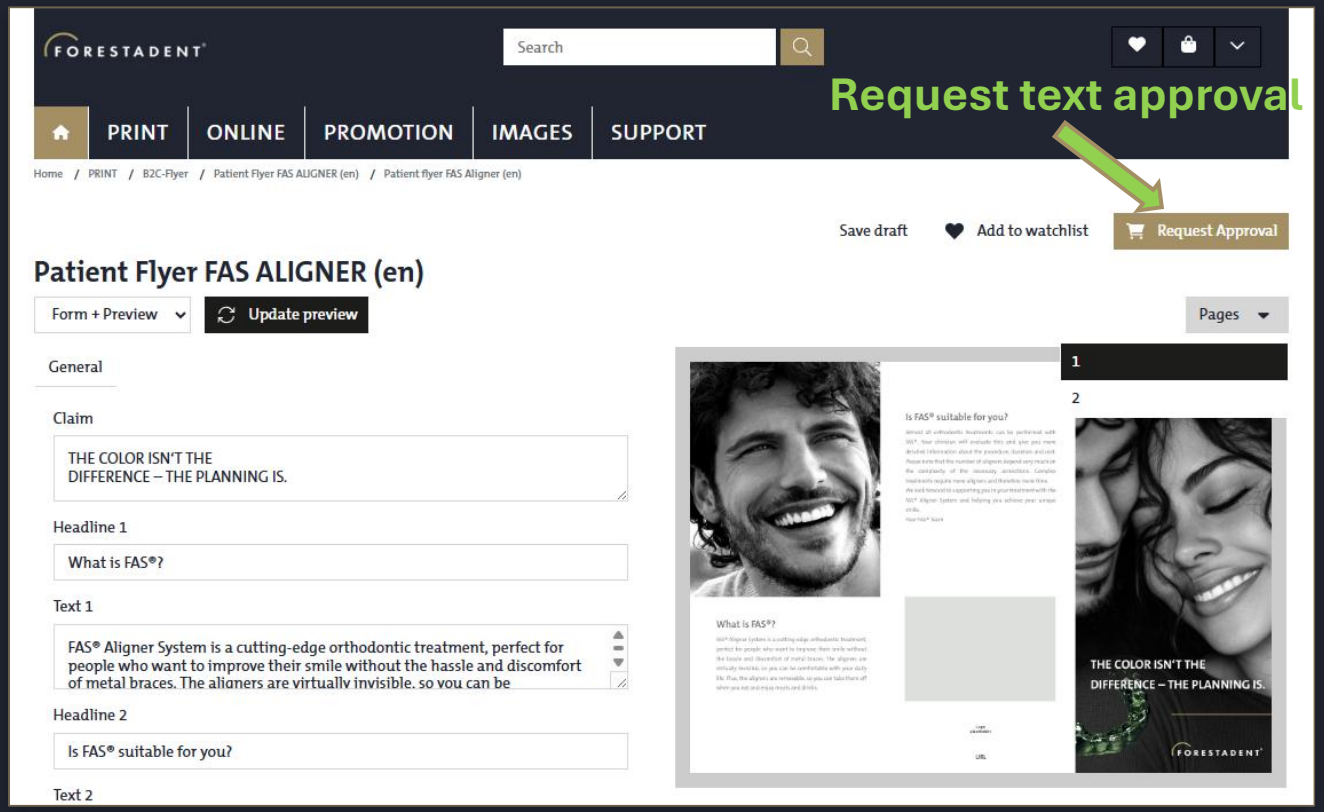


PRINT

B2C-Flyer / Patient Flyer FAS® ALIGNER (en)

Back

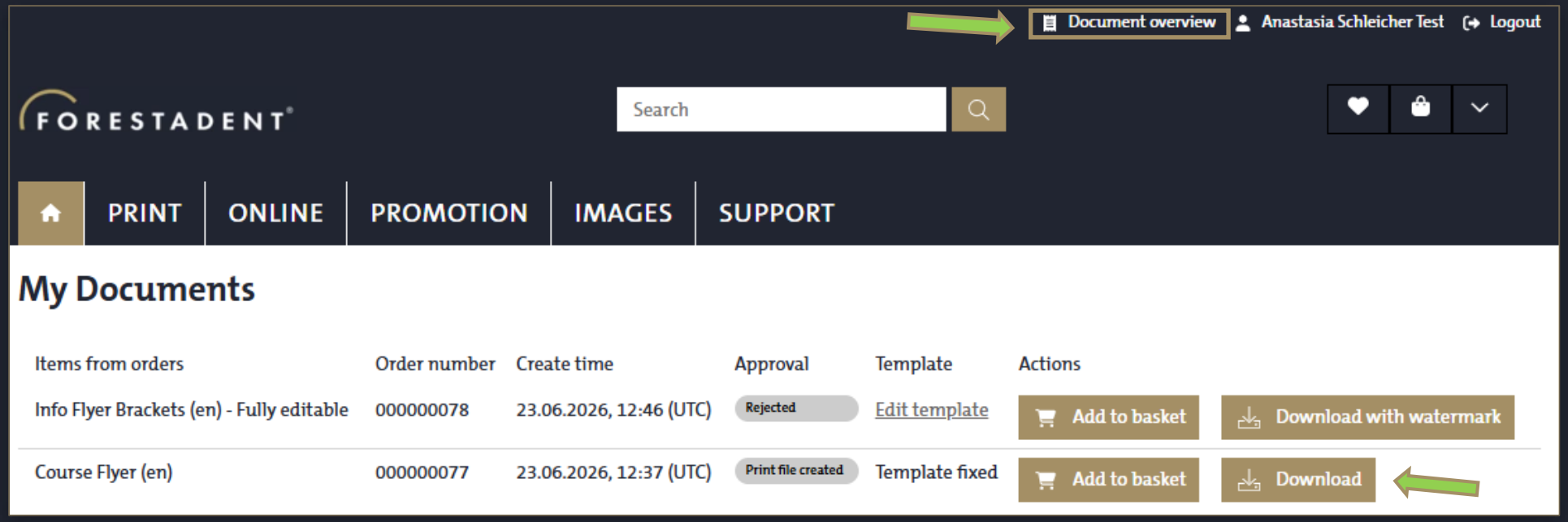
- The translation needs to be approved by FORESTADENT.
- Once you have finished editing, click '**Request Approval**' to start the approval process.
- Please follow the steps.



PRINT

B2C-Flyer / Patient Flyer FAS® ALIGNER (en)

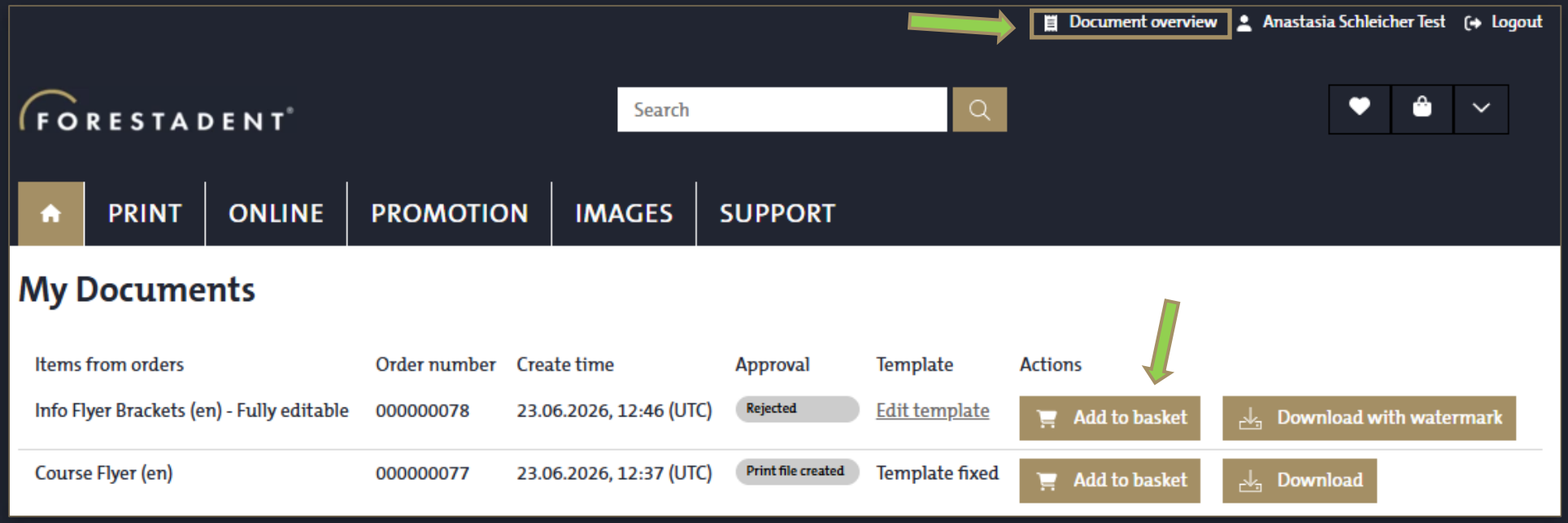
- You will receive an email, that the approval process was initiated.
- After approval or rejection by FORESTADENT you will receive an email.
- In case of an approval a print-ready PDF file will be available for you in the “Document overview” section. The status for that is "**Print file created**".
- By clicking on "**Download**" you can download the PDF.



PRINT

B2C-Flyer / Patient Flyer FAS® ALIGNER (en)

- If your submission is rejected, you will receive an email explaining what needs to be revised and where.
- Open **Document overview** and select the relevant document.
- Click "**Add to basket**", then "**Edit layout**".
- Make the requested changes.
- Submit the document again for text approval.

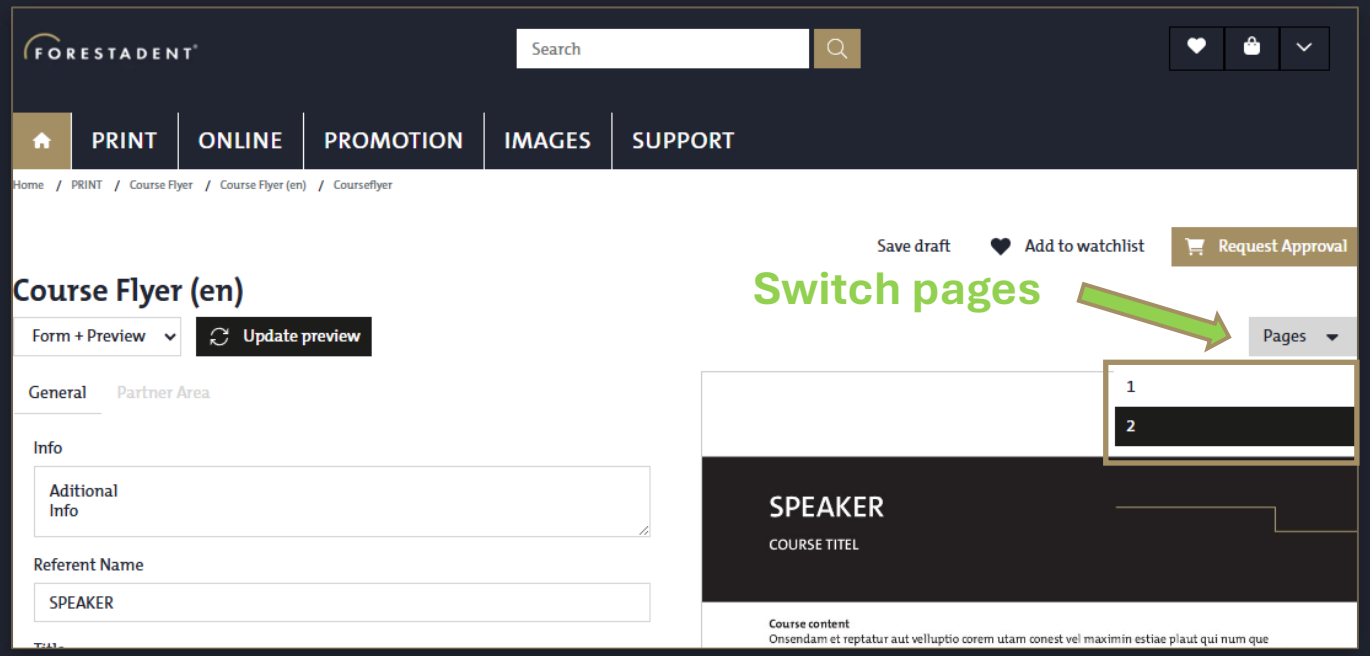


PRINT

Course Flyer / Course Flyer (en)

- The document has 2 pages.

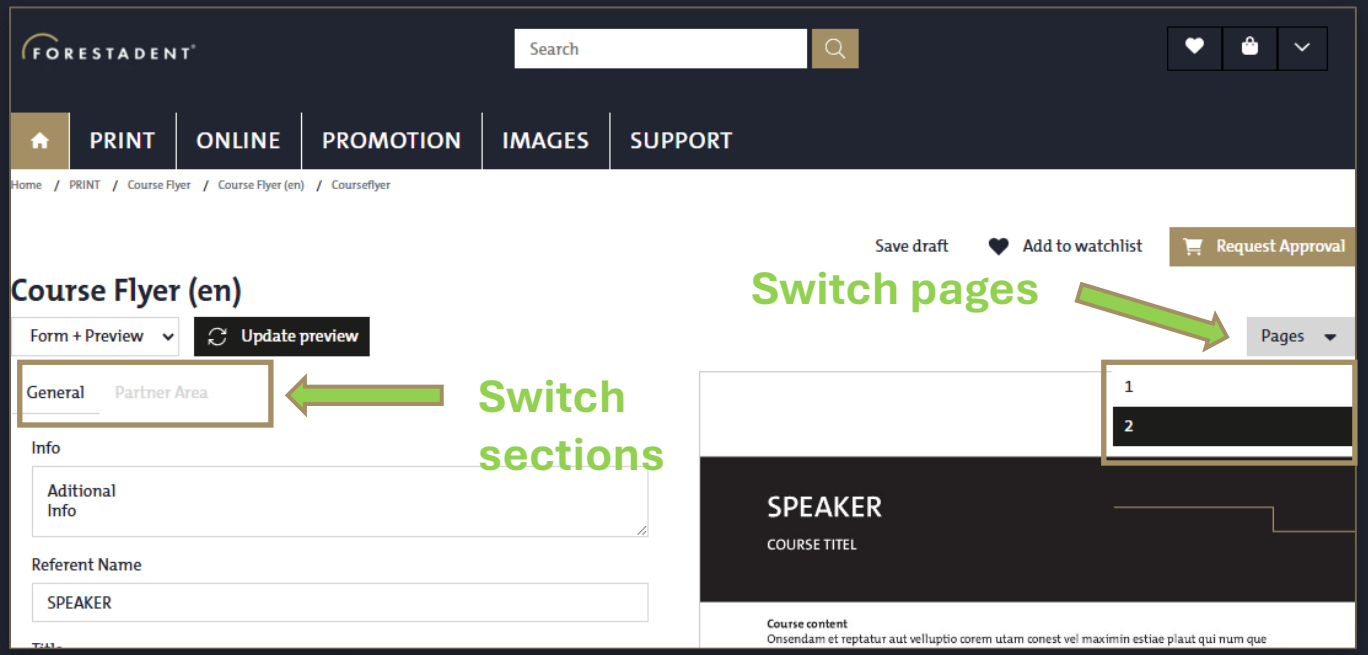
- **Page 1:** All text elements, speaker name and image, event information, URL shall be adjusted.

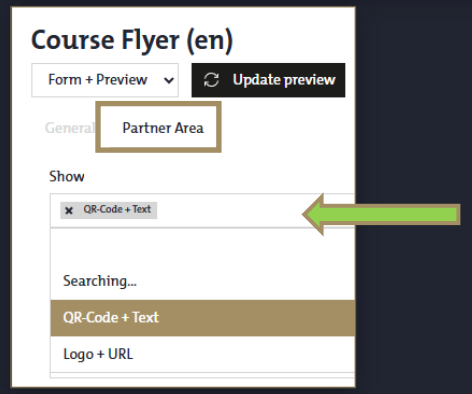


PRINT

Course Flyer / Course Flyer (en)

- **Page 2 has two sections.**
- **Section General:** general information about the event can be adjusted.
- **Section Partner Area:**
  please choose, whether a **LOGO & URL** or **QR code & Text** shall be shown.

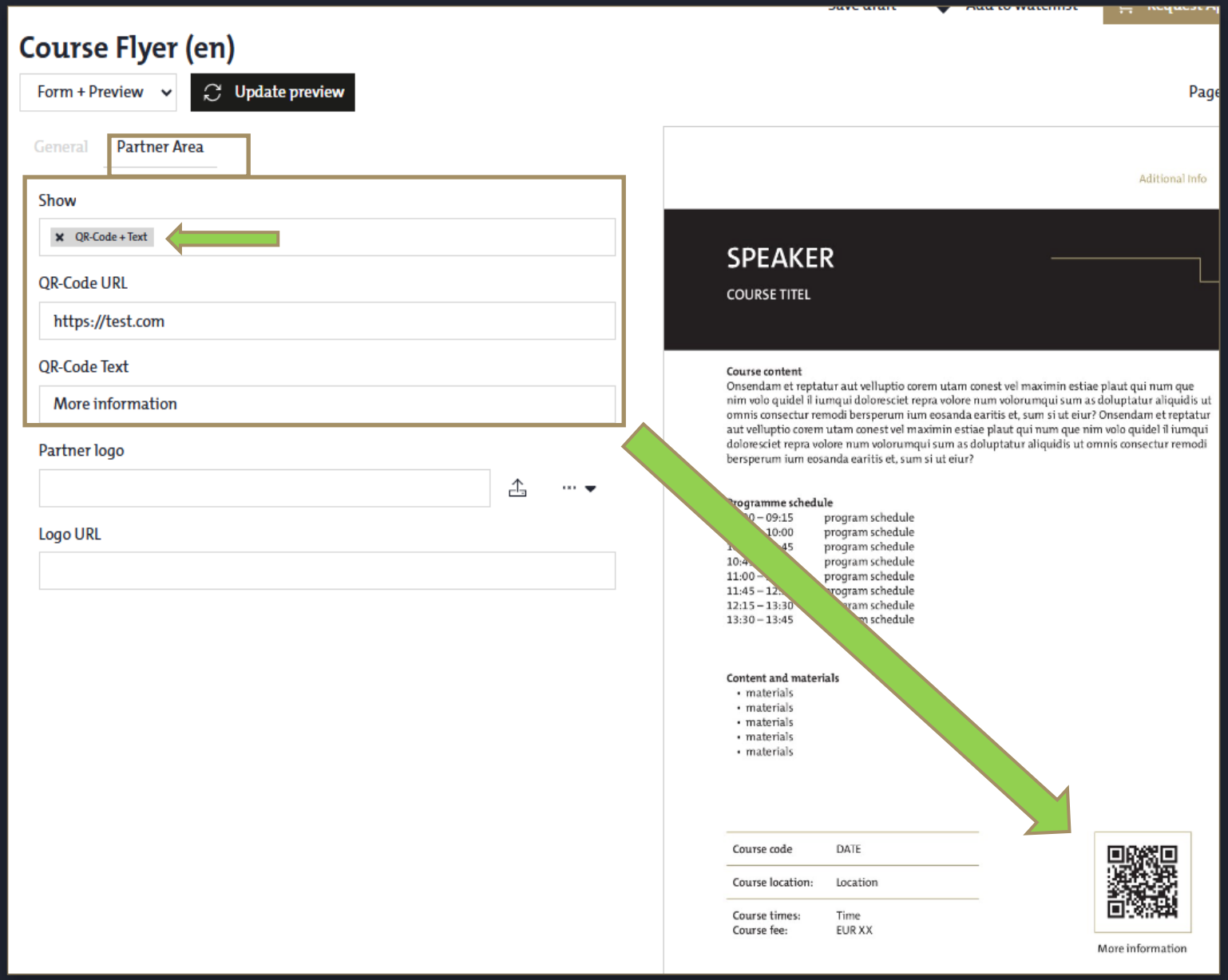




PRINT

Course Flyer / Course Flyer (en)

- Section **Partner Area** with QR code & Text

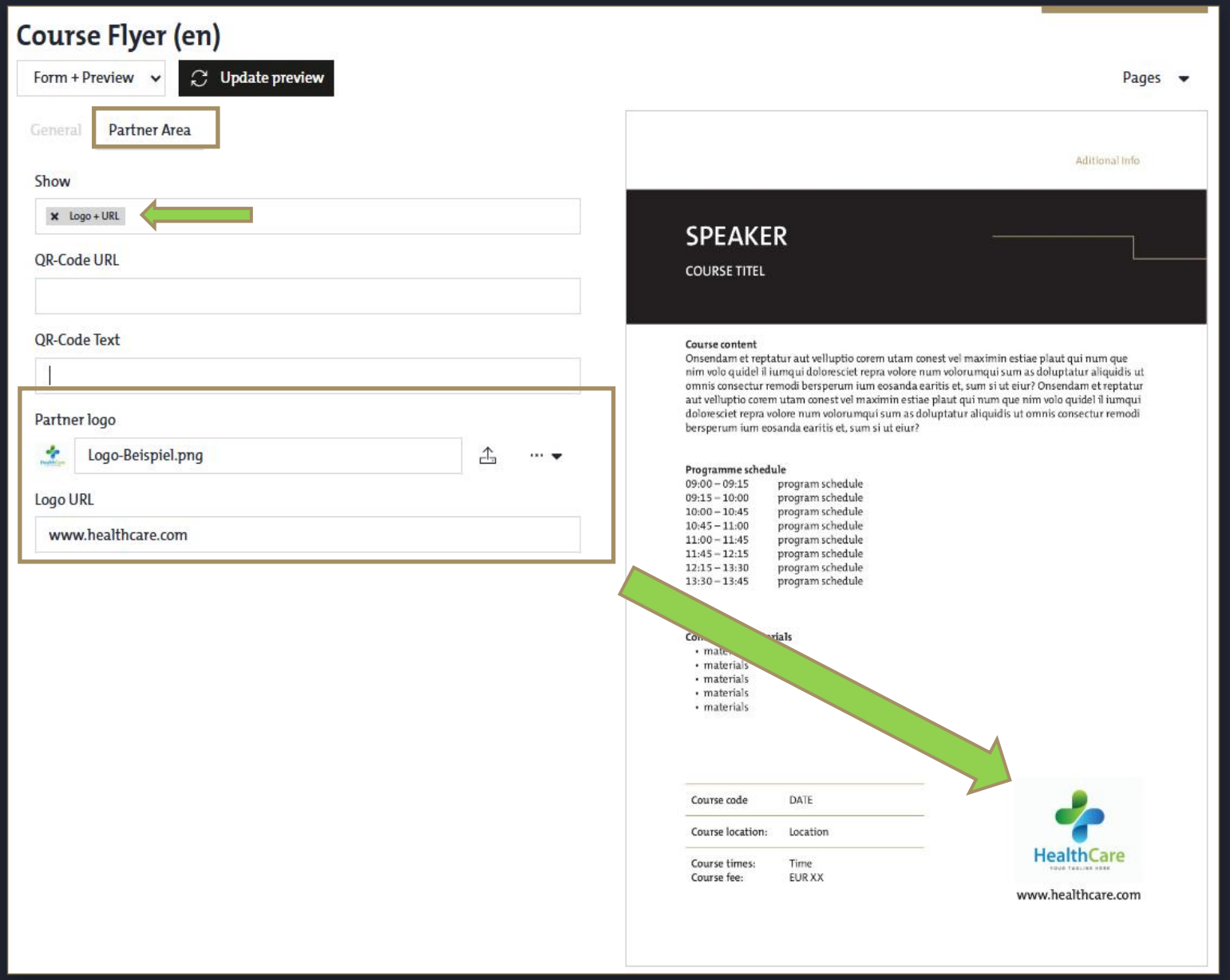


Back

PRINT

Course Flyer / Course Flyer (en)

- Section **Partner Area** with LOGO & URL



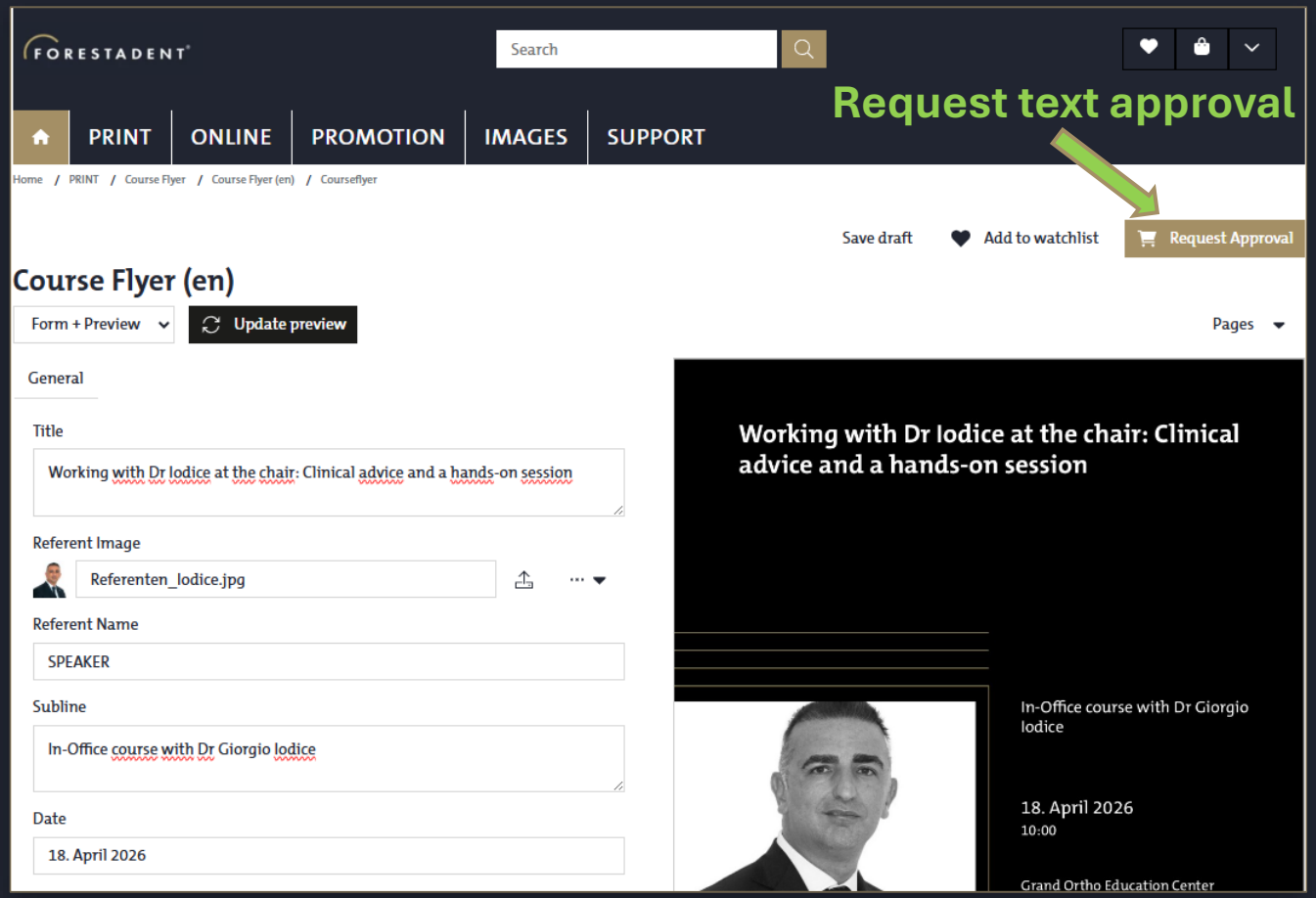
Back

PRINT

Course Flyer / Course Flyer (en)

Back

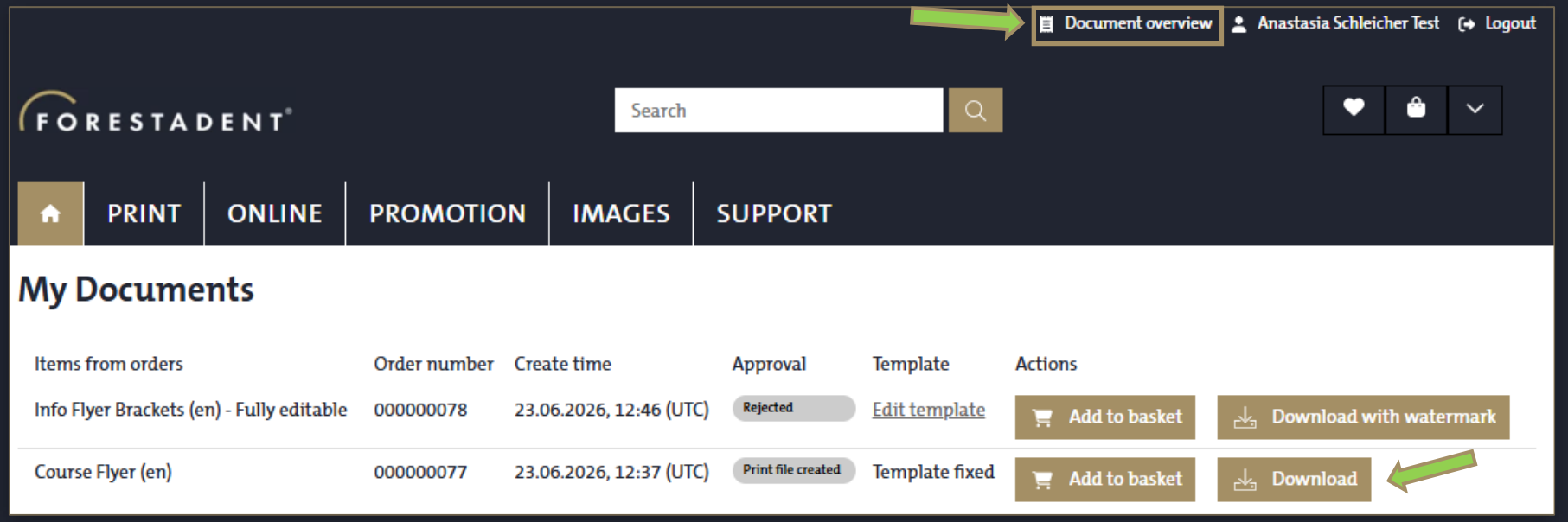
- The translation needs to be approved by FORESTADENT.
- Once you have finished editing, click '**Request Approval**' to start the approval process.
- Please follow the steps.



PRINT

Course Flyer / Course Flyer (en)

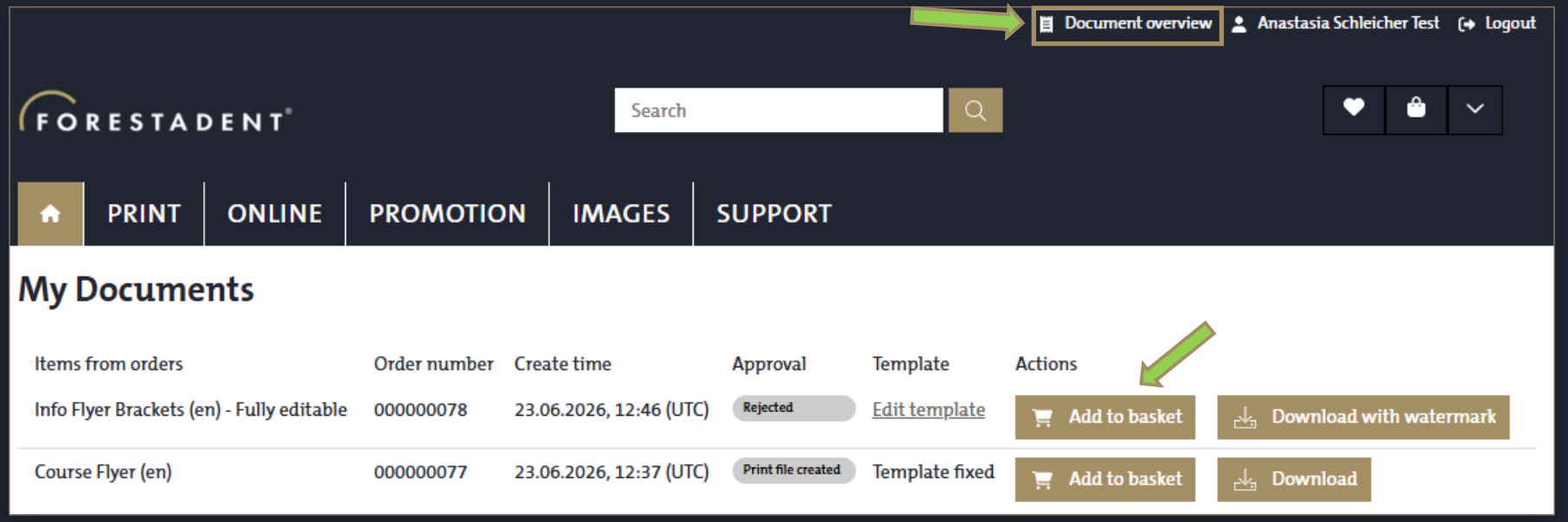
- You will receive an email, that the approval process was initiated.
- After approval or rejection by FORESTADENT you will receive an email.
- In case of an approval a print-ready PDF file will be available for you in the “**Document overview**” section. The status for that is "**Print file created**".
- By clicking on "**Download**" you can download the PDF.



PRINT

Course Flyer / Course Flyer (en)

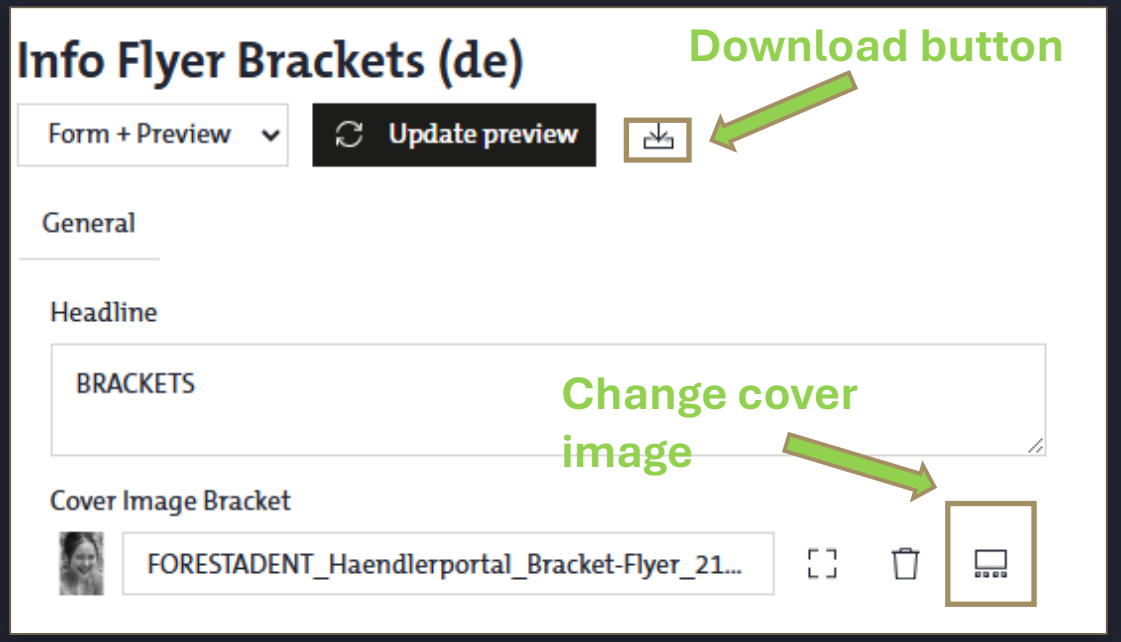
- If your submission is rejected, you will receive an email explaining what needs to be revised and where.
- Open **Document overview** and select the relevant document.
- Click "**Add to basket**", then "**Edit layout**".
- Make the requested changes.
- Submit the document again for text approval.



PRINT

Info Flyer / Info Flyer Brackets (de)

- The document can only be partially edited.
- The document has 16 pages.
- **Page 1:** Headline and cover image can be edited.
- The document can be downloaded right away as printable PDF.
- A 3mm bleed has already been added.



PRINT

Info Flyer / Info Flyer Brackets (de)

Back

- **Page 2-15:** No customization is possible.
- **Page 16**: On this page, you can enter your company information and choose whether your company logo should be displayed.
- Please note that once you start editing, you must fill in all fields.
- **If you do not edit a field**, the white placeholder will be removed automatically from the printable PDF.

Placeholder



PRINT

Back

Info Flyer - Fully editable

- Info Flyer marked as "fully editable" must be translated into your local language.
- If you need to pause during the translation process, click "**Add to watchlist**" to save your current progress.
- If you close the editor without saving the progress, your translation will be lost.
- Once the translation is complete, the document must be submitted to FORESTADENT for approval.
- After the approval process has been completed, you will be notified by email.
- You can then download the document under **Document overview**.
- The final file will be a print-ready PDF with a 3 mm bleed.
- The following slides explain the process as an example.

PRINT

Info Flyer / Info Flyer Brackets (en) – Fully editable

Back

- The document has 16 pages.
- **Page 1:** Headline and Cover Image can be adjusted.
- **Page 2:** All text shall be adjusted.
- Chapter fields 1 – 4 are global fields that are also displayed on other pages.
- For example, Chapter 1 also appears on page 4.



PRINT

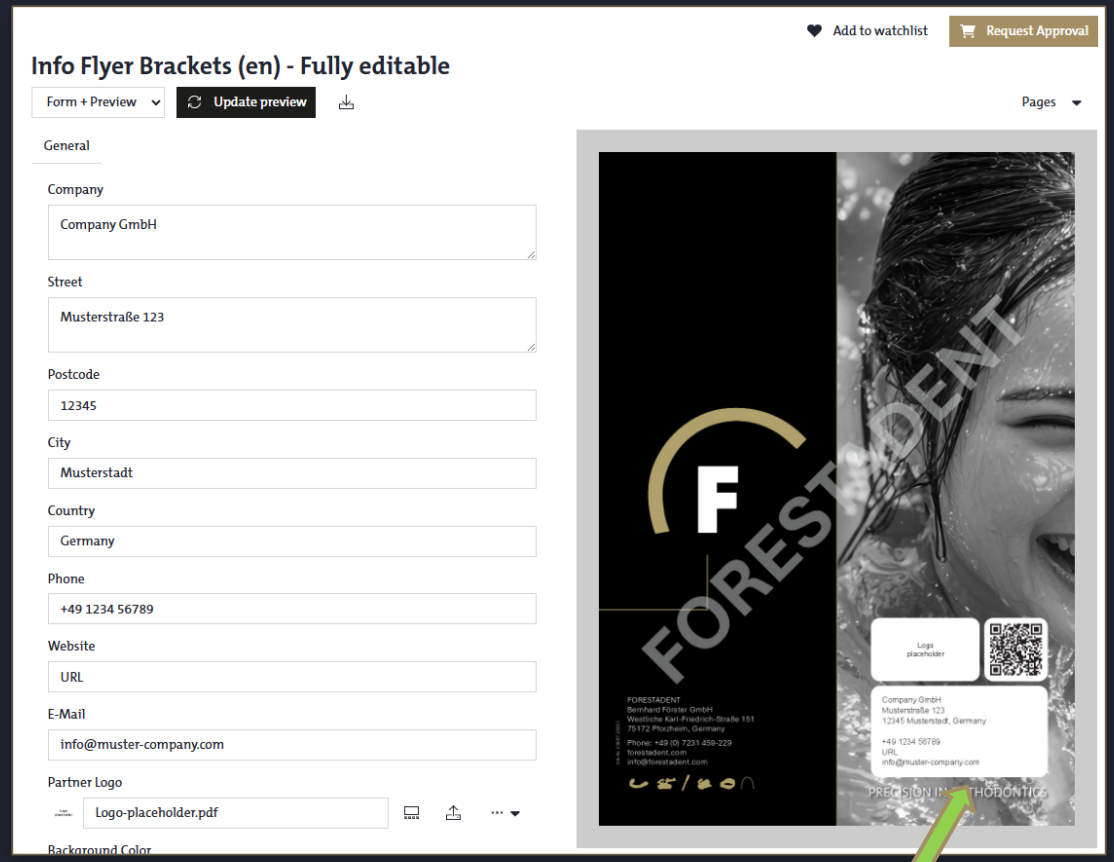
Info Flyer / Info Flyer Brackets (en) – Fully editable

Back

- **Page 16**: On this page, you can enter your company information and choose whether your company logo should be displayed.

- Please note that once you start editing, you must fill in all fields.

- **If you do not edit a field**, the white placeholder will be removed automatically from the printable PDF.



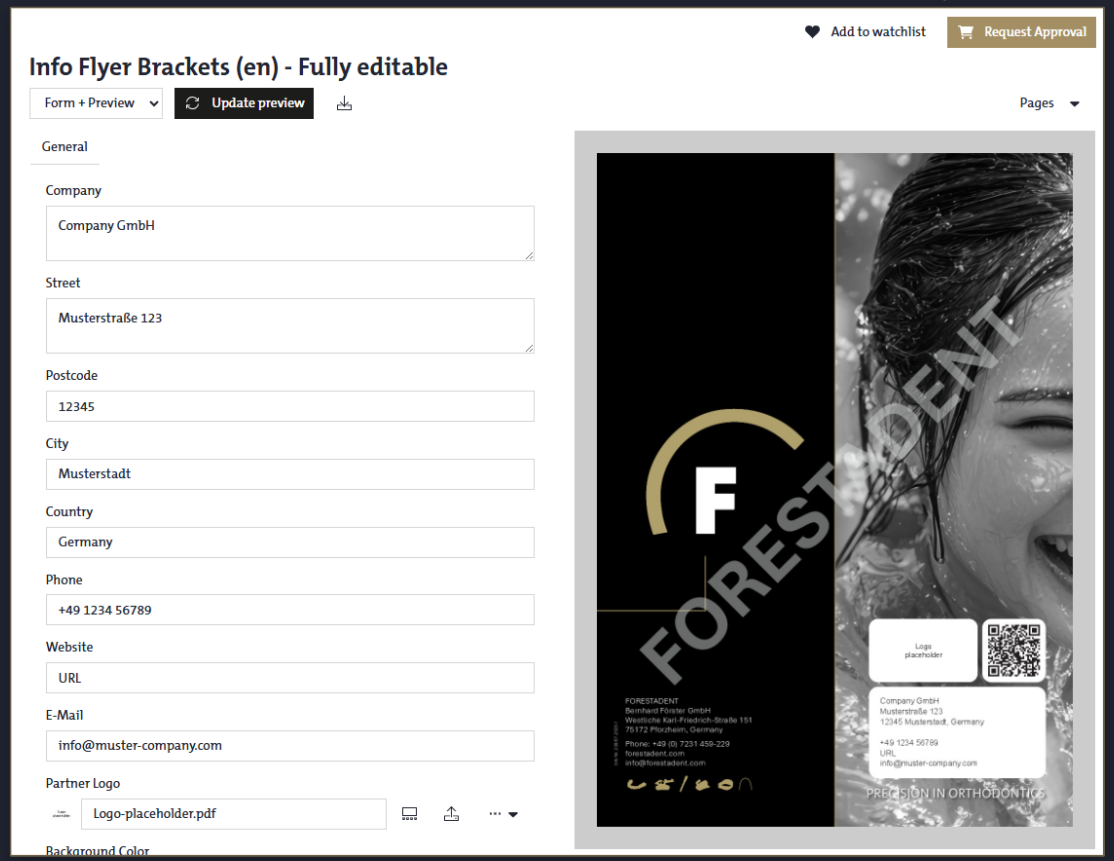
PRINT

Info Flyer / Info Flyer Brackets (en) – Fully editable

Back

- The translation needs to be approved by FORESTADENT.
- Once you have finished editing, click **'Request Approval'** to start the approval process.
- Please follow the steps.

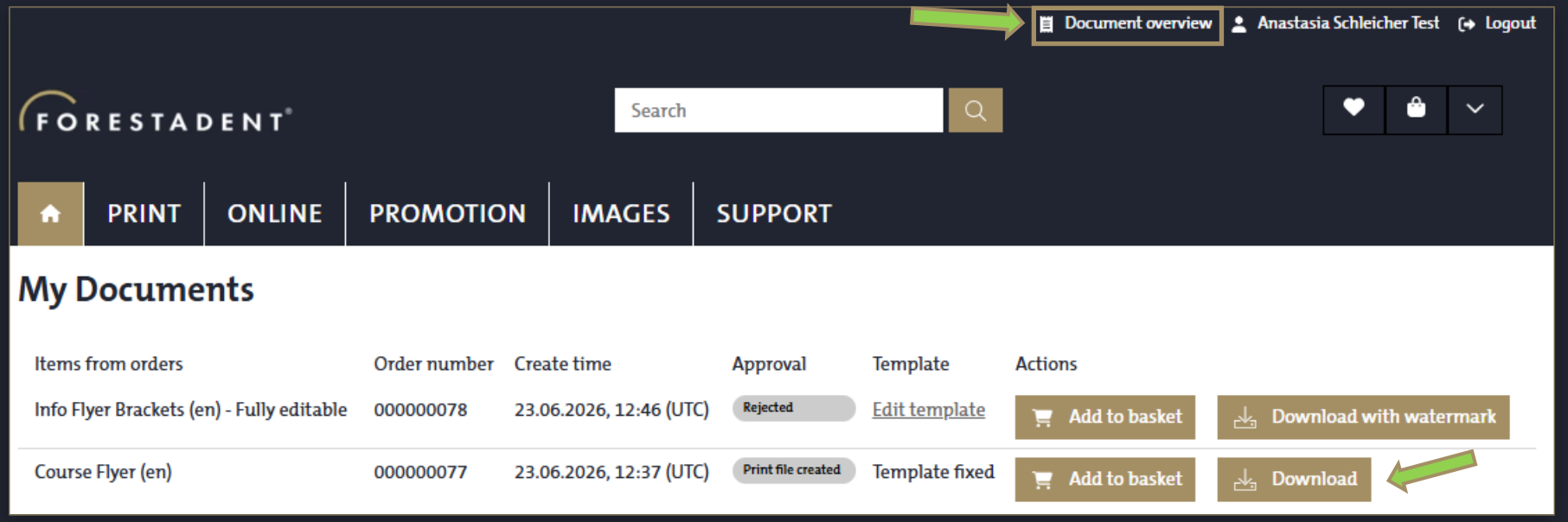
Request text approval



PRINT

Info Flyer / Info Flyer Brackets (en) – Fully editable

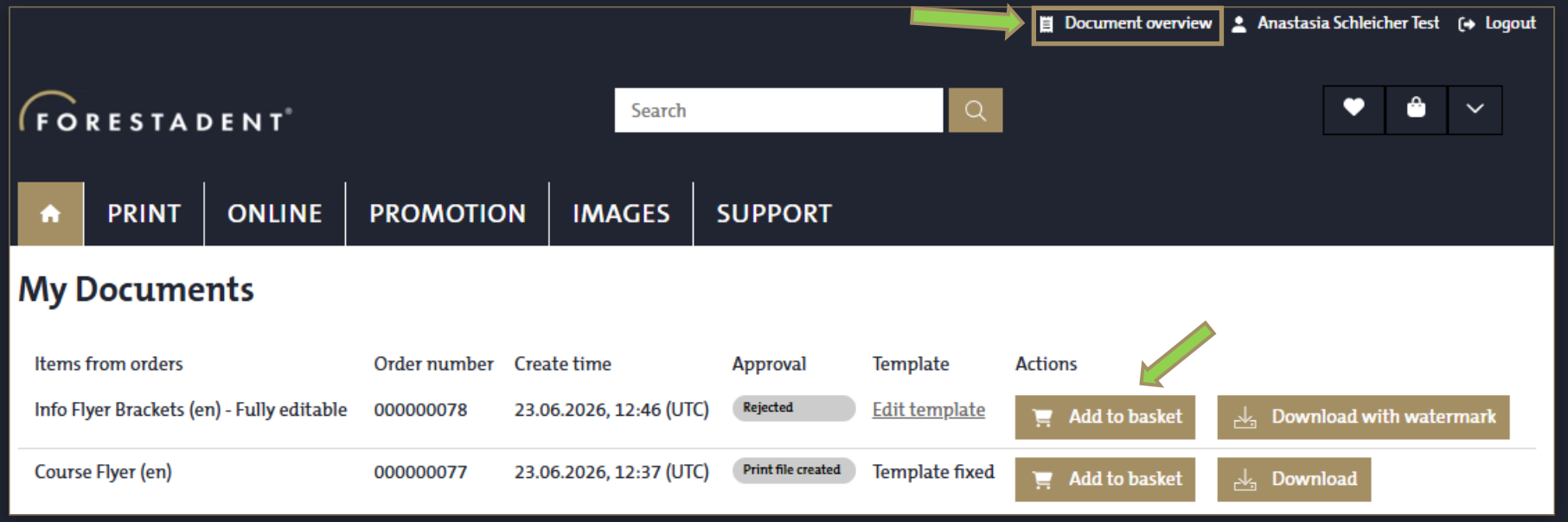
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PRINT

Info Flyer / Info Flyer Brackets (en) – Fully editable

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- Click "**Add to basket**", then "**Edit layout**".
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- Submit the document again for text approval.



PARTNER PORTAL

Online / Social Media

Ready-to-use campaign assets for Instagram, Facebook, and LinkedIn.

ONLINE

Instagram / Facebook / LinkedIn

Back

- Here you will find a variety of social media campaigns.
- You can download the assets directly as ZIP or MP4 files and use them without any further customization.
- In some cases, ext is provided as a suggestion and can be adapted as needed.
- Some campaigns are available in different languages. The available language is indicated in the asset name or description, for example: **BioQuick® easy – Video 1 (es)**