

HOW TO SEND FILM BY CREDIT

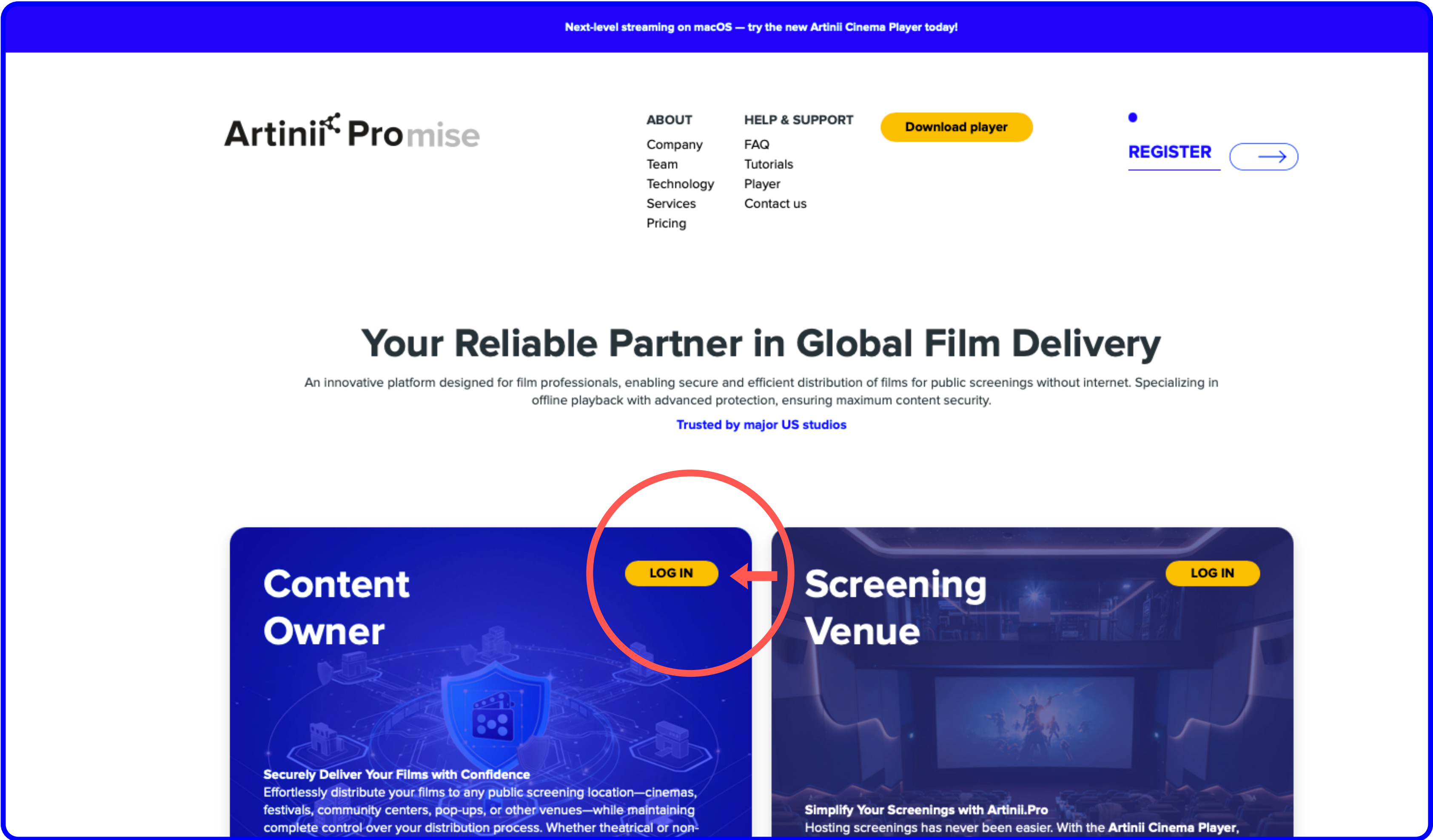
LOG IN – SELECT FILM – SELECT AUDIO/SUBTITLES – LOOKUP THE RECIPIENT – GENERAL SETTINGS – REVIEW & CONFIRM
VERIFY YOUR BILLING INFORMATION – YOU’VE SUCCESSFULLY SENT A FILM

BEFORE GETTING STARTED

- 1. Any film delivered via Artinii, can for security reasons, only be screened using the Artinii Cinema Player. The player is now available for PC and macOS.
- 2. The Send film tool enables the owner to send his film to a client of his choosing. They need to be registered in the Artinii system and they need to have the required information filled in, as a created Screening Place.
- 3. There is no payment gateway involved in the process. You will need to invoice the price you wish to your customer yourself.
- 4. Before you attempt to send a film, you will need to upload it to your Artinii.Pro account.

STEP 1 LOG IN

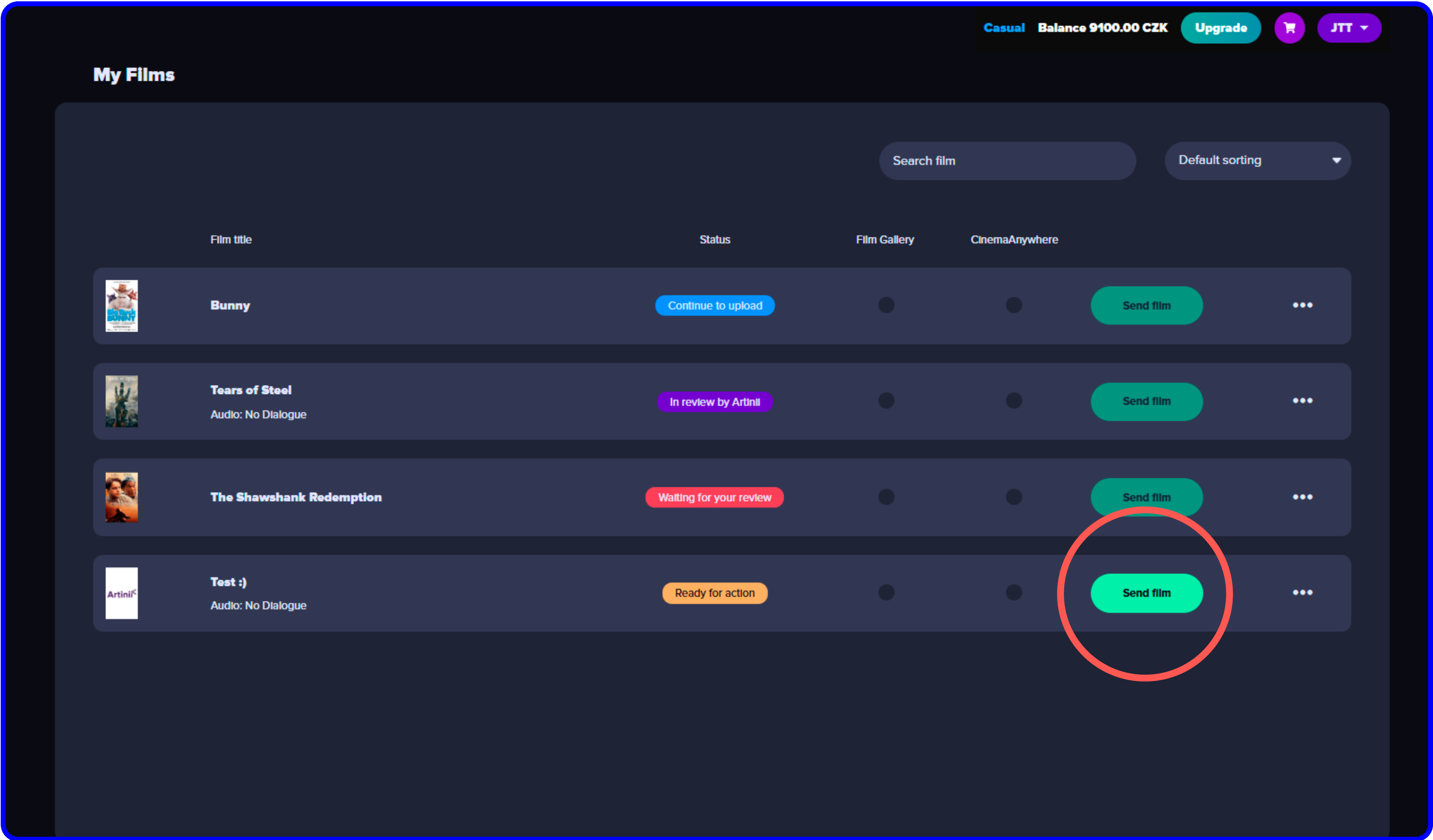
Go to artinii.com and log into your Content Owner account by clicking at **Your Content** button.



STEP 2

SELECT FILM

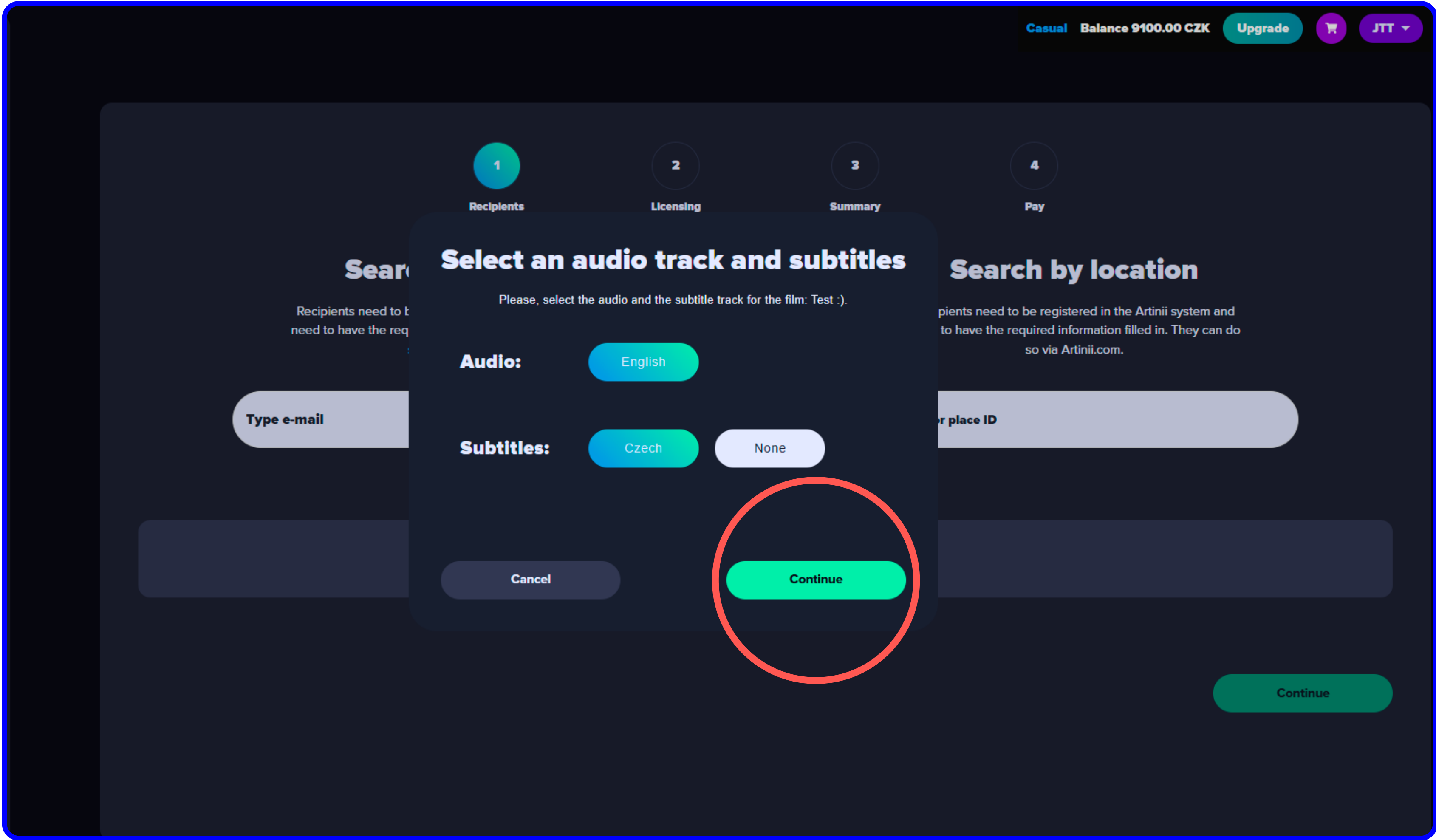
Go to **My films** and Click on **Send film**.



STEP 3

SELECT AN AUDIO TRACK, SUBTITLES

Select the **audio version** that you need, and pick the correct subtitles if needed, or available. Click on **Continue** to proceed with the process.



STEP 4

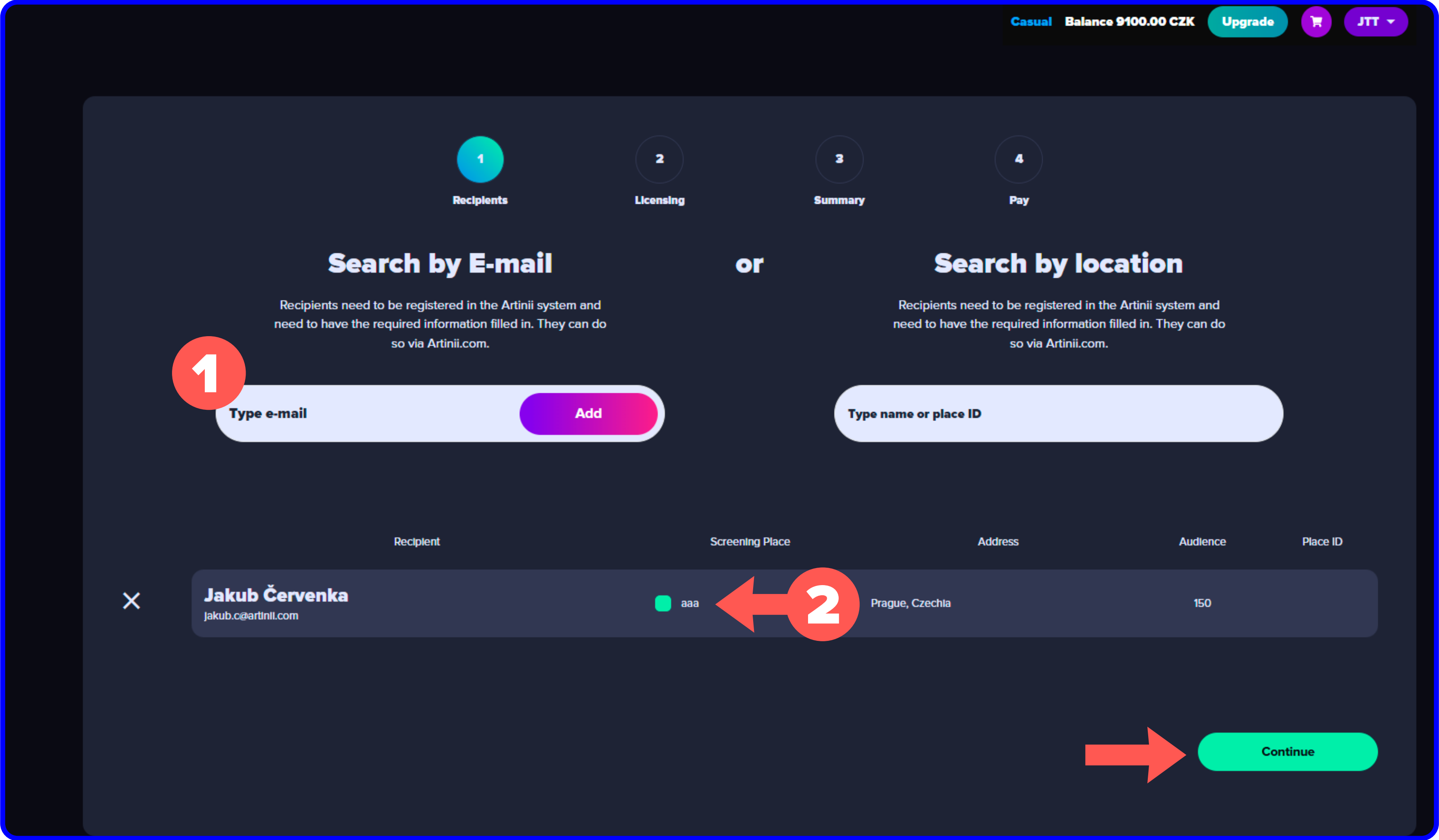
LOOKUP THE RECIPIENT

1 / Fill in the e-mail of the user to whom you wish to send the film. You can also look up the recipient by his screening place. You can add additional contacts and send the film to multiple locations at the same time.

2 / Indicate the screening location to which you want to send the film. The user can have more than one.

The user must set up a screening place and be registered in the Artinii system.

Selecting a user who is in the system but **does not have a screening place** filled in is not possible. In this case, the user must set up a Screening place.



If you want to send a film to a user who is not registered in our database, please click on Send Invitation, the user will receive an email with instructions on how to register to Artinii.

The screenshot shows the Artinii interface with a dark blue background. At the top right, there's a header with 'Casual', 'Balance 9100.00 CZK', an 'Upgrade' button, a shopping cart icon, and a 'JTT' dropdown. Below this, there's a progress bar with four steps: 1. Recipients (highlighted with a teal circle), 2. Licensing, 3. Summary, and 4. Pay. The main content area is divided into two sections: 'Search by E-mail' and 'Search by location'. The 'Search by E-mail' section has a text input field containing 'test@artinii.com' and a pink 'Add' button. Below the input field, there's a red error message: 'No user was found with provided email in our database.' and a blue link 'Send Invitation'. A red circle highlights the 'Add' button and the 'Send Invitation' link, with a red arrow pointing to the link. The 'Search by location' section has a text input field with the placeholder 'Type name or place ID'. At the bottom, there's a dark blue bar with the text 'Please add recipients to continue.' and a green 'Continue' button.

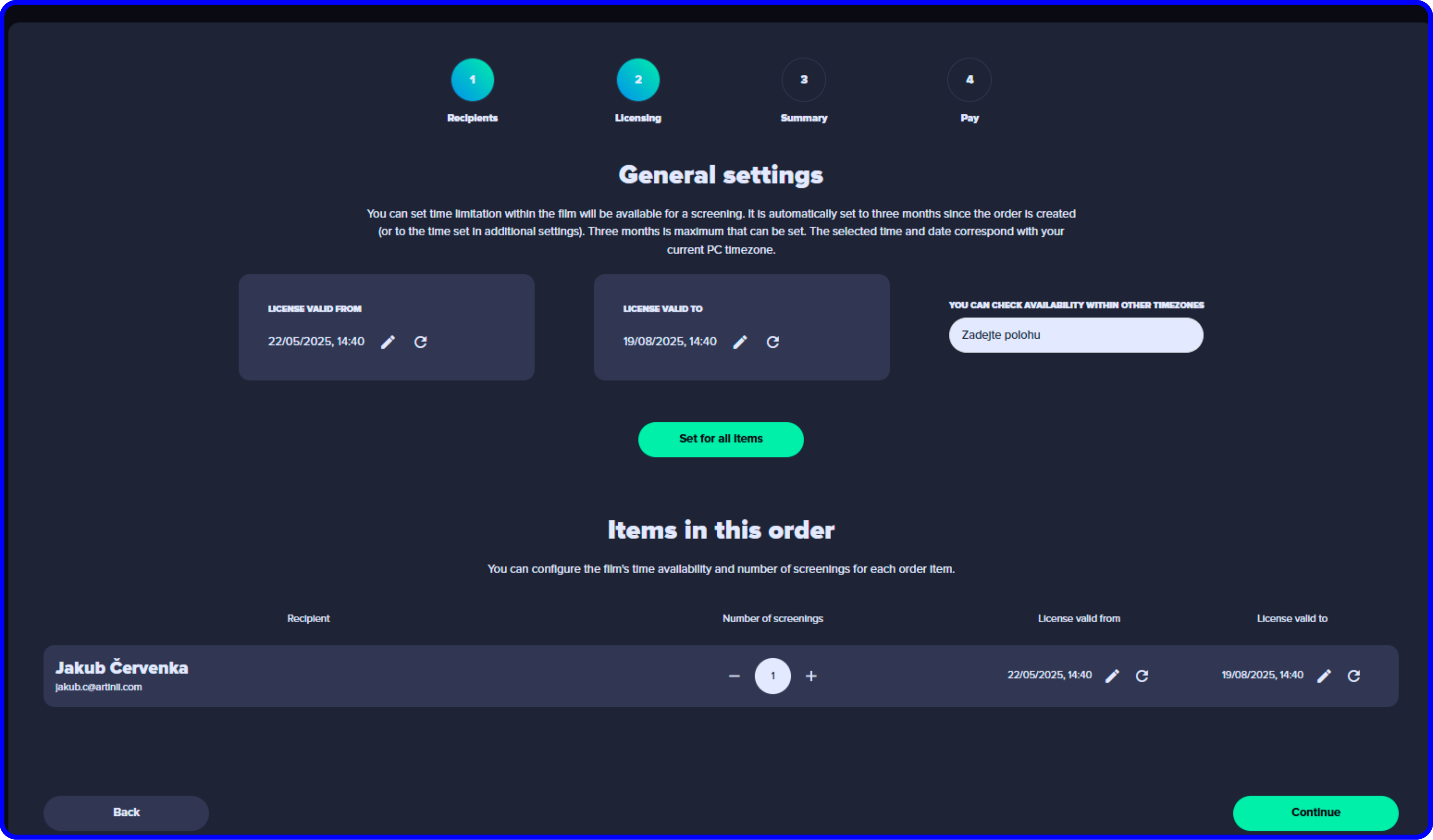
STEP 5

GENERAL SETTINGS

The dates are automatically preset to three months from the creation of the order (or to the time set in additional settings).

Three months is also the maximum that can be set to restrict the time limitation.

The selected time and date correspond with your computer’s current time zone.



TIME RESTRICTIONS

1 / In this step, you **set the time** and the **quantity restrictions** for each item in the order.

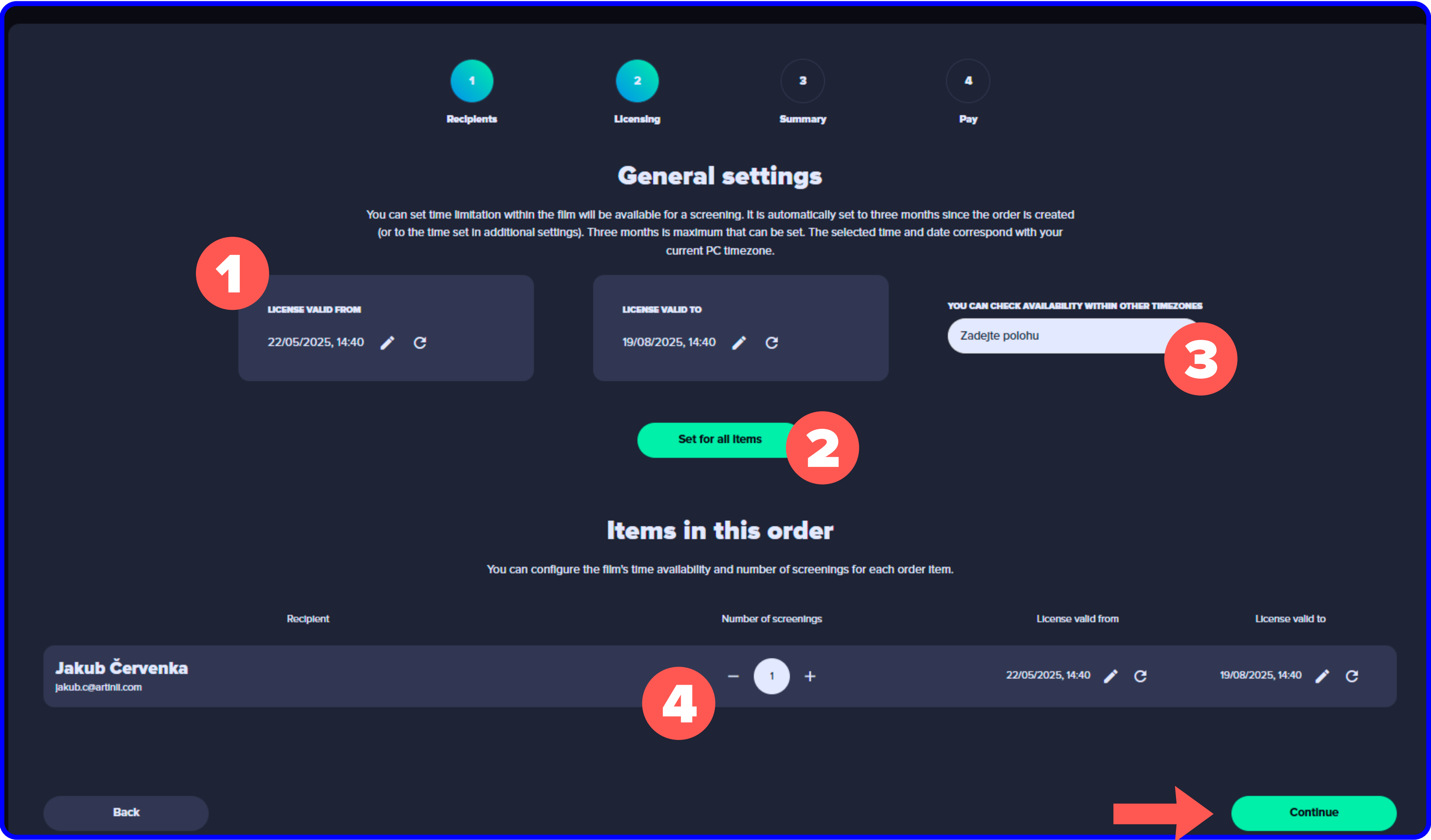
“**Licence valid from**” and “**Licence valid to**” indicate the period during which the licence is valid and the film can be played.

2 / You can apply the time you select to all items (if there are multiple items) using the **Set for all order items** button, or you can select a time restriction at the individual recipient level.

3 / To check what time your settings correspond to in another time zone (for example, the location where you are sending the film), search for the desired city in the search bar.

NUMBER OF LICENSES

4 / **Select the number of licenses** you want to send to each of the recipients that you have chosen.

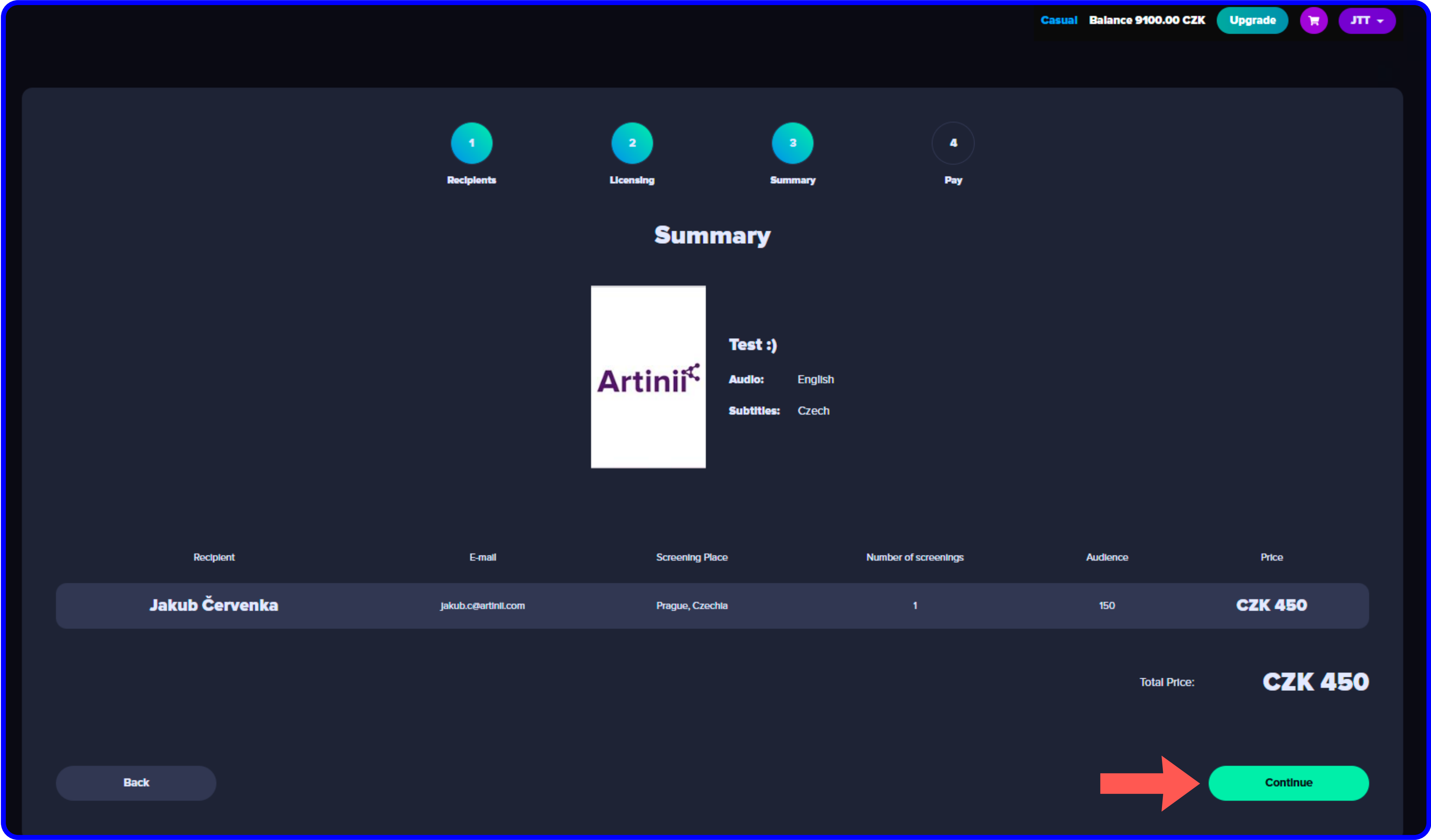


STEP 6

REVIEW & CONFIRM

Review the details of your order and proceed.

Note: We are only providing the delivery technology. Invoicing and collection of payments from your clients is at your discretion.



STEP 7

VERIFY YOUR BILLING INFORMATION

Review your billing information.
If you agree with the pricing and terms, select the confirmation checkbox and click **Use Balance** to complete your order.

1

2

3

4

Recipients

Licensing

Summary

Pay

Pay

Delivery payment using your balance.

Total Price 450 CZK

Credit	Order	Remaining Balance
9100.00 CZK	450 CZK	8650 CZK

ARTinil Production s.r.o.

NAME / SURNAME	ADDRESS	PHONE
Jakub Test Tutorials	Hybernská 1034/5	+420728781170
CITY	POST CODE	COUNTRY
Praha 1	11000	CZ
VAT NUMBER	03409759	

☐

I agree to the price and terms and conditions. I understand the amount will be paid in credits from my account balance.

Back to Summary

Use Balance

Your subscription plan affects the delivery cost.

Upgrade to a higher plan for reduced delivery cost and additional benefits.

STEP 8
YOU'VE
SUCCESSFULLY
SENT A FILM

Congratulations! You've successfully sent a film and paid using your account credits.

