


How To Use An Online Service To Print Patient Brochures



1. Sign in to BioScanGathering at <https://www.ihtbio.com/bioscangathering/>
2. Click the link for either “MSA Resources and Marketing” or “SRT Resources and Marketing”
3. Scroll down and then click an “Inside (High Quality PSD)” patient brochure to save the PSD file to your computer. Click the “Outside (High Quality PSD)” for the same brochure to save that file too.
4. Visit the website <https://www.ihtbio.com/print-trifold> which will redirect you to VistaPrint.Com
5. Click the [Outside] box on the right, click “Upload Your Design” in the middle, click the (Upload logo or image) button to open the “Outside (High Quality PSD)” file from the **Downloads** folder on your computer.
6. Click the [Inside] box on the right, you might first need to click the  symbol and then click the [Inside] box.
7. Click “Upload Your Design” in the middle, click the (Upload logo or image) button to open the “Inside (High Quality PSD)” file from the **Downloads** folder on your computer.
8. Click the (Next) button in the top right corner.
9. Click the (Outside) and (Inside) buttons in the bottom left corner to preview the brochure.
10. If the preview is acceptable, place a checkbox next to “YES” and click the (Continue) button.
11. (OPTIONAL) You may select a different Paper Thickness and/or Paper Stock, if desired.
12. Click the (Quantity: 25) button in the bottom right to adjust the number of brochures to print.
13. Click the (Add To Cart) button and continue to checkout.

