# LIFEŎGENY

# **Host Best Practices**

### Creating Your Profile:

- When creating your Lifeogeny host profile, your short description should be 40 characters or less (a short description is required).
- Describe your business in detail up to 600 characters (description is required).
- Select as many applicable event categories as you see fit you can always edit this profile information later.
- Enter your phone number as 000-000-0000, instead of (000)-000-0000.
- Your website should be <u>www.website.com</u>, instead of <u>https://www.website.com</u>
- Be sure to fill out all details and photo requirements on each page before moving on to the next step!

## Adding your Logo and Header:

- Please ensure that your logo is **2MB or less**, and **72dpi**.
- Images that are **100x200 pixels** or **300x300 pixels** work best for your Logo and Header.

# Adding Events:

- When adding a new experience to Lifeogeny, fill out as many details as you can. You can always edit details later, but it's best to start with a fully detailed event.
- Your experiences should always have a Header image, sized **300x400 pixels** and **72 dpi**. Remember, this photo will be the first impression our users will have of your event, so it should be high quality and easy to read.
- Feel free to add up to 3 extra photos, sized **300x400 pixels**. This is a great way to show how fun your event is!
- When the experience is sold out, edit the experience and add "SOLD OUT" to the beginning of the description.

## **Remaining Questions:**

- Content Verification
  - 21+ up for breweries?
  - PG-13
  - Need community guidelines
- Vertical images seem to work better due to the mosaic/tile setup on the app
- Be sure to check the copyright licenses on the images you use.
- Ensure you select the area of your image that you feel best reflects what you are trying to convey
- You may wish to use a resource like Canva to quickly and easily size and position your images.
- If your event is during a set time, add the start and end time in your event description. You can only include the start time when entering the main components of the event.

Find additional tips on <u>photo selection</u>, <u>experience creation</u>, <u>category selection</u>, and more by visiting our <u>resources center</u>: