



M+A Matting



User Guide



Introduction

The M+A Matting InstaProof feature provides an easy way for users to create image mat design proofs instantly. Each user will be able to:

- Link InstaProof to an existing account
- Search for any logo
- Select a logo from nine search results
- Select mat type, size, orientation and color
- View two different design proof examples
- Maintain white in logos when necessary
- Create a full design proof that automatically links to your customer account

Any questions, concerns, or issues regarding InstaProof may be resolved by contacting the M+A Matting support team by phone or direct email.

- 800-241-5549
- support@mamattng.com



InstaProof is an online feature that can be accessed from any device connected to a web browser.

To get started, go to <https://instaproof.mamattling.com/>

- If you have the M+A Matting Mobile App, you can use the same email address and password to log in.
- If you are a new user to InstaProof, click the 'Signup' link to complete the process on the next page.
- If you have already signed up for InstaProof independent of the Mobile App, input your email address and password to log in.

Sign-Up/Login Form x

Secure | <https://instaproof.mountville.com/login.php>

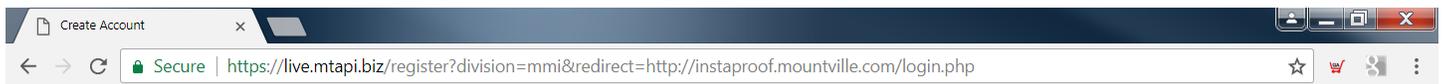
Email Address*

Password*

[Forgot Password?](#) [Signup](#)

Log In

On the 'Signup' page, insert your credentials. The email and password used will be required to log in to the InstaProof feature.



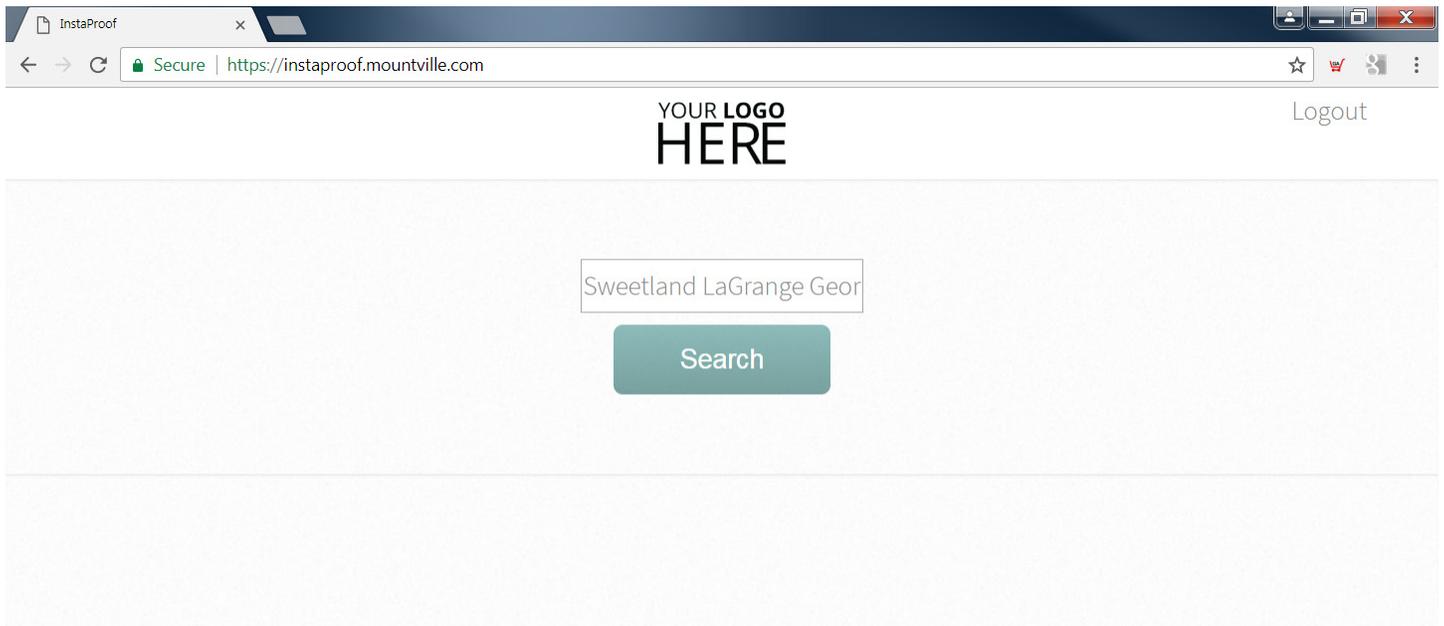
Create Account

First Name	<input type="text" value="First Name"/>
Last Name	<input type="text" value="Last Name"/>
E-mail	<input type="text" value="E-mail"/>
Password	<input type="password" value="Password"/>
Confirm Password	<input type="password" value="Confirm Password"/>
Account Number	<input type="text" value="Company Account #"/>

Search for a Logo

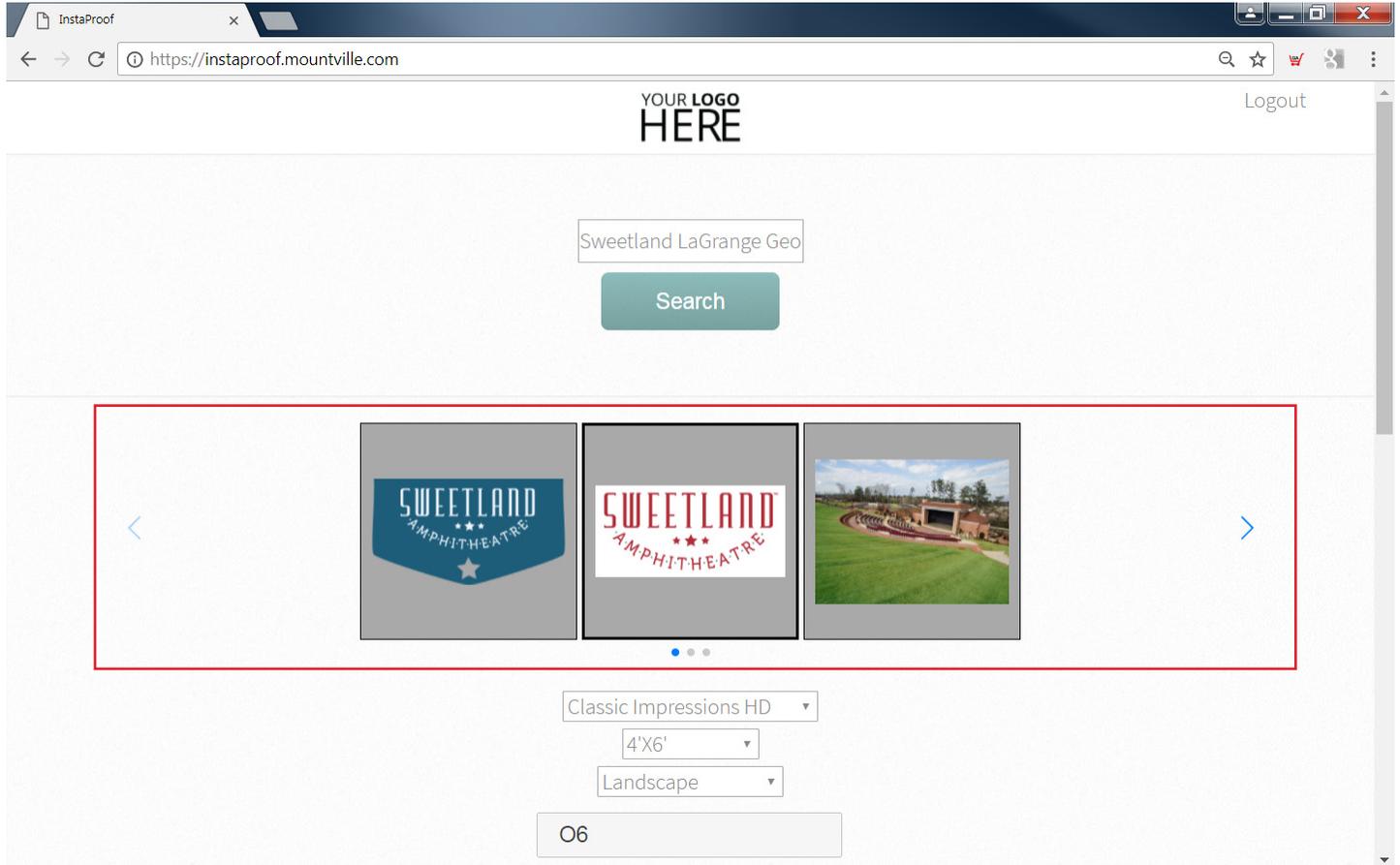
Once logged in, InstaProof provides you with a search box.

- Search for company names, logos, icons, and prominent artwork.
- Include the city and state when searching for smaller or more local establishments; e.g. Sweetland LaGrange Georgia.



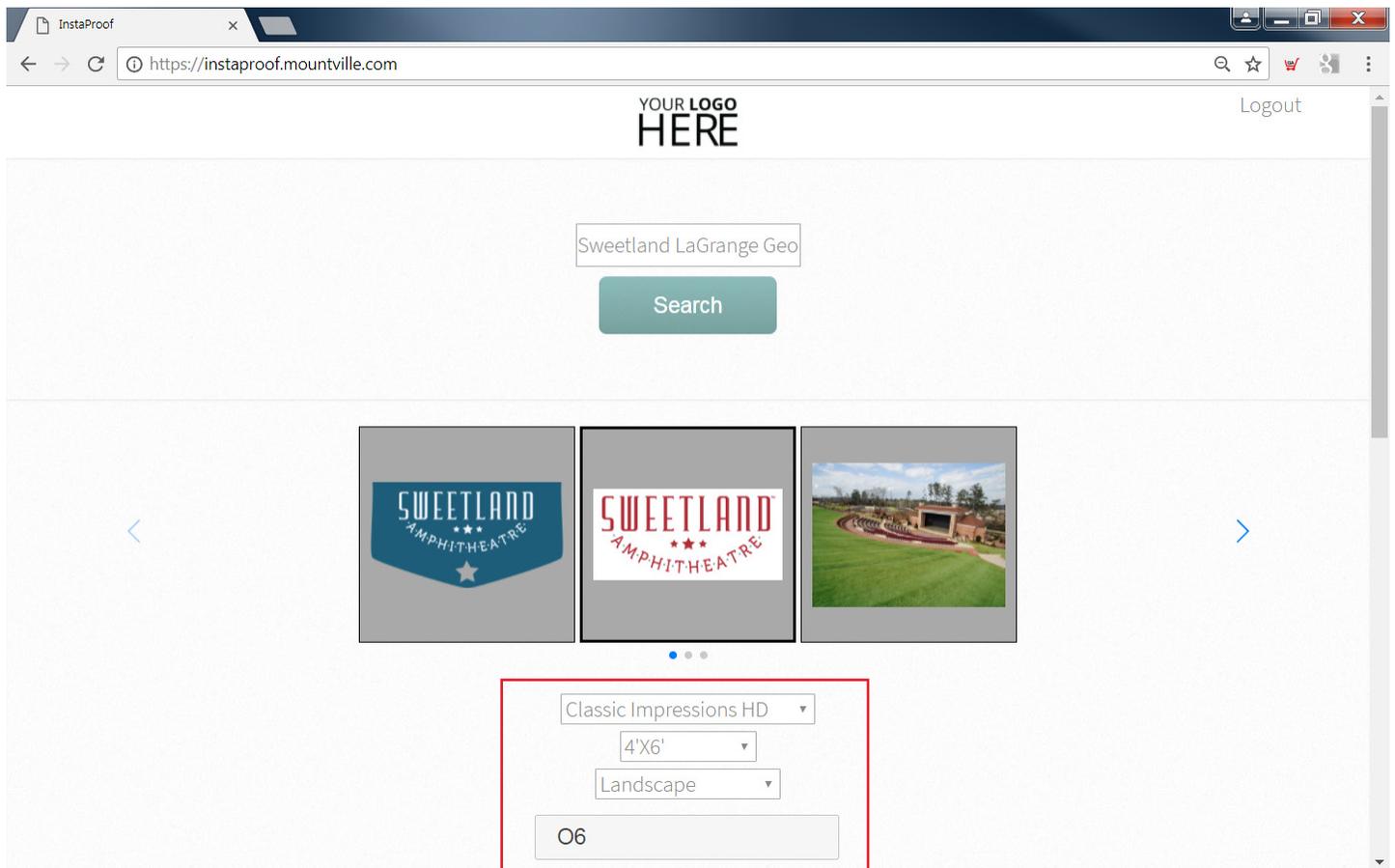
Select a Logo

The results of your search will display below the search box. There are three tabs to scroll through with three potential designs each, giving you nine search results in total. Select the design option you like best.



Select Mat Options

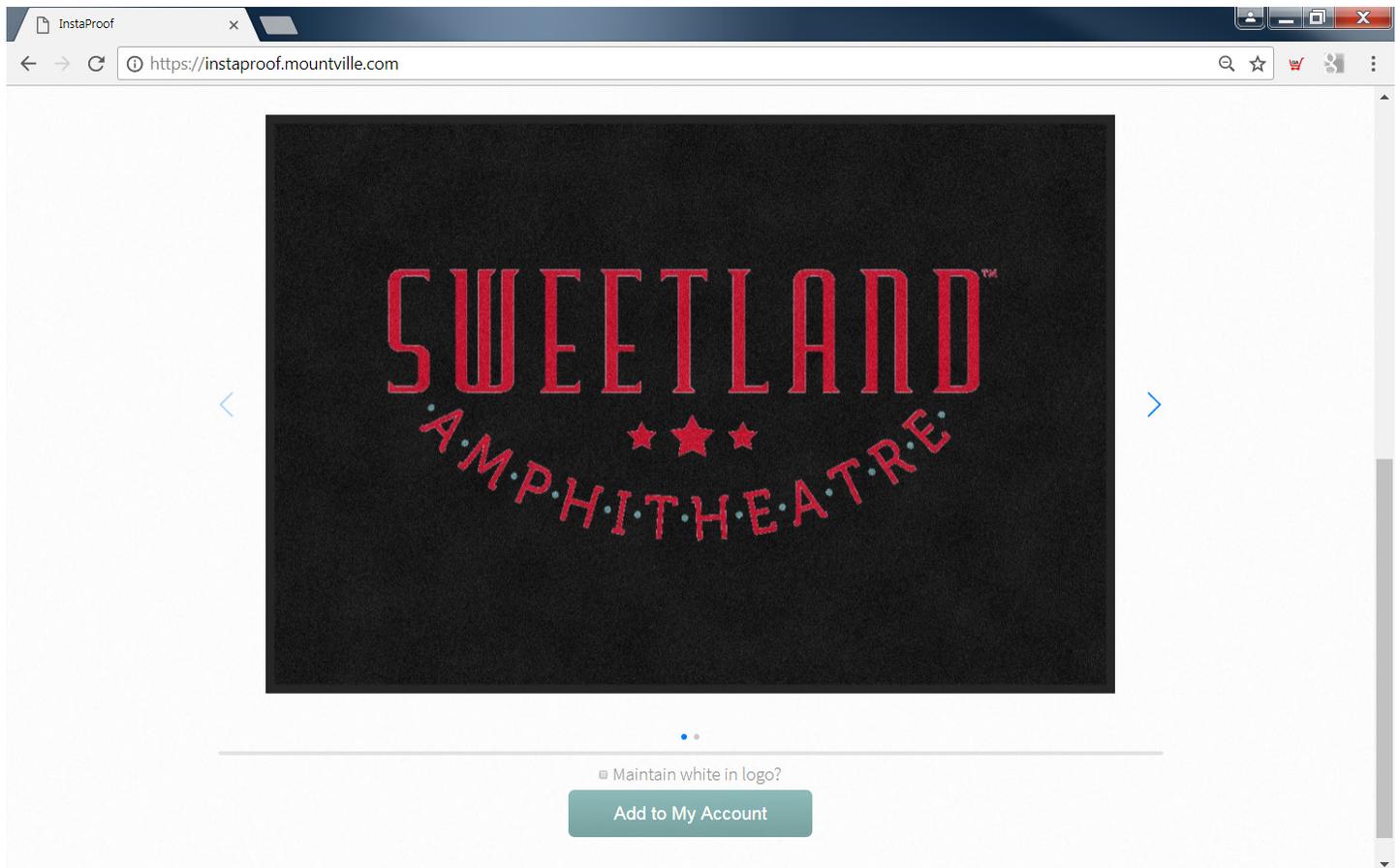
After selecting your desired design option, you can now choose the type, size, orientation, and color of your image mat.



Design Proof Examples

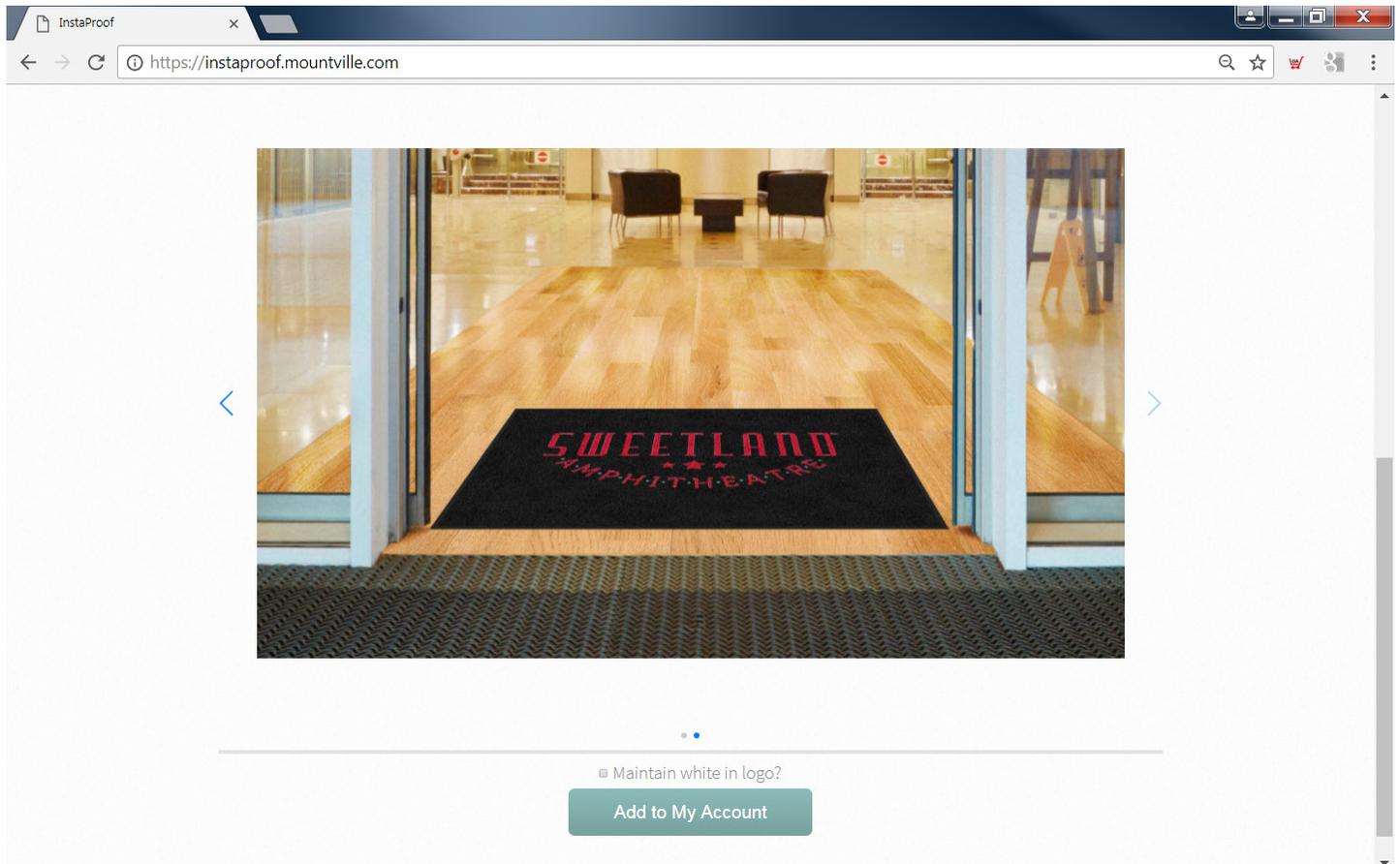
All of the variables you have selected will be represented near the bottom of the page. There are two tabs to scroll through with a design proof example on each.

The design proof example below is of an isolated mat. The design proof example on page nine (9) is of a mat in placement.



Design Proof Examples

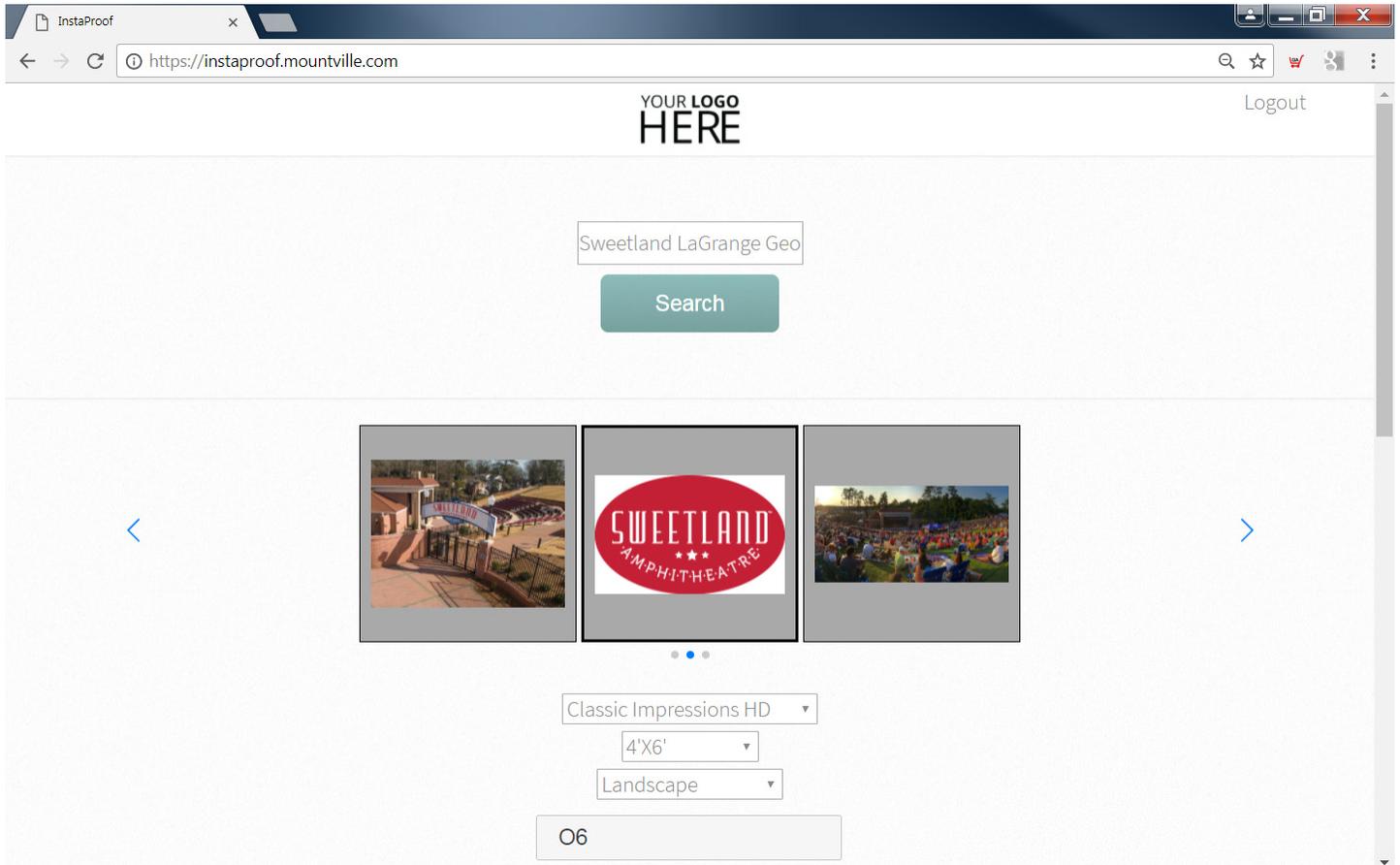
The design proof example below is of a mat in placement.



'Maintain white in logo?'

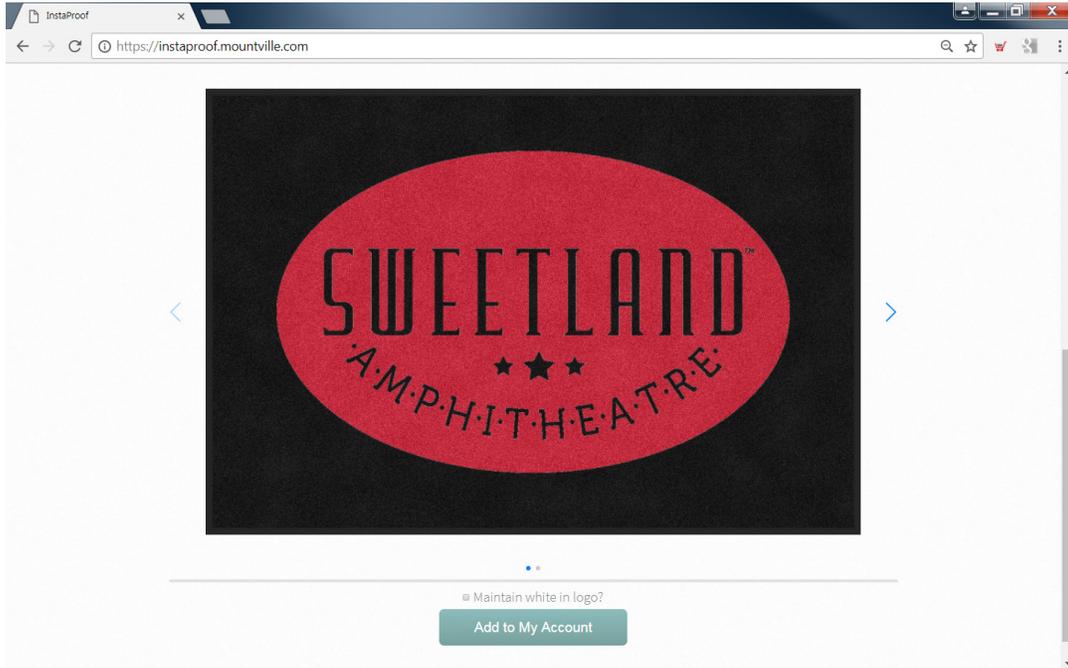
Some company names, logos, icons, or prominent artwork will include white or unique variations of other light colors. The 'Maintain white in logo?' check box can often correct design proof examples that are affected by this.

We will use a different Sweetland logo option to provide an example of this.

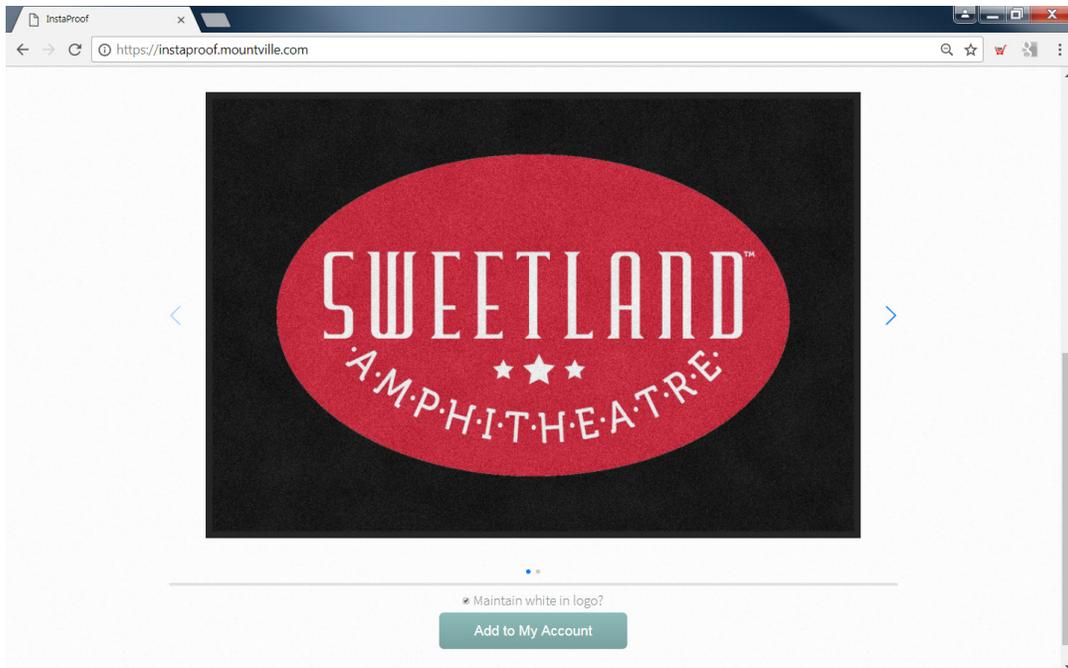


'Maintain white in logo?'

In the top design proof example, 'Maintain white in logo?' is unchecked.



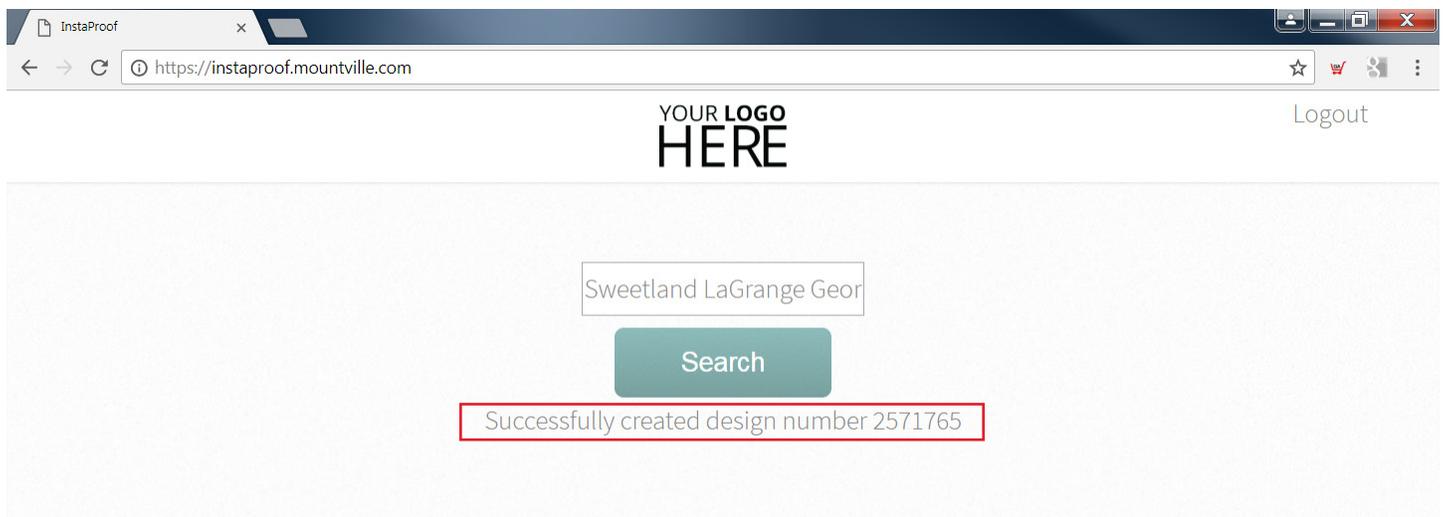
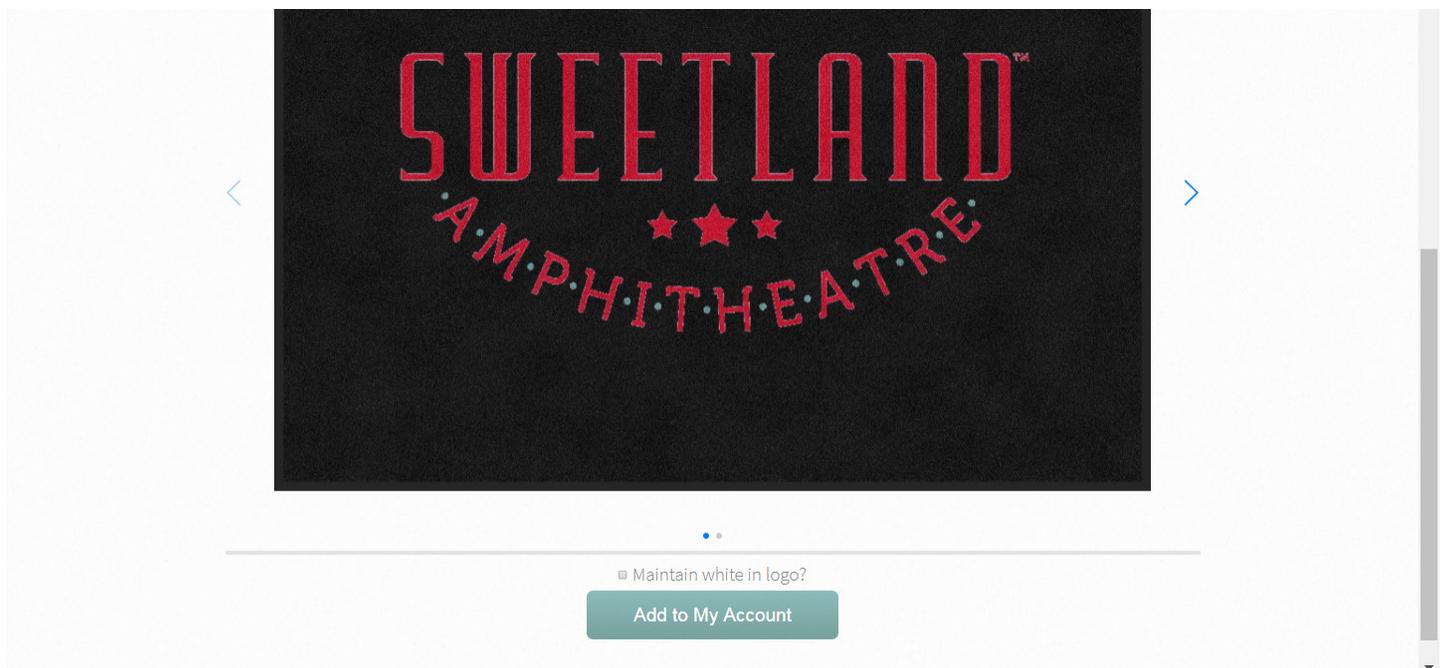
In the bottom design proof example, 'Maintain white in logo?' is checked.



Add to My Account

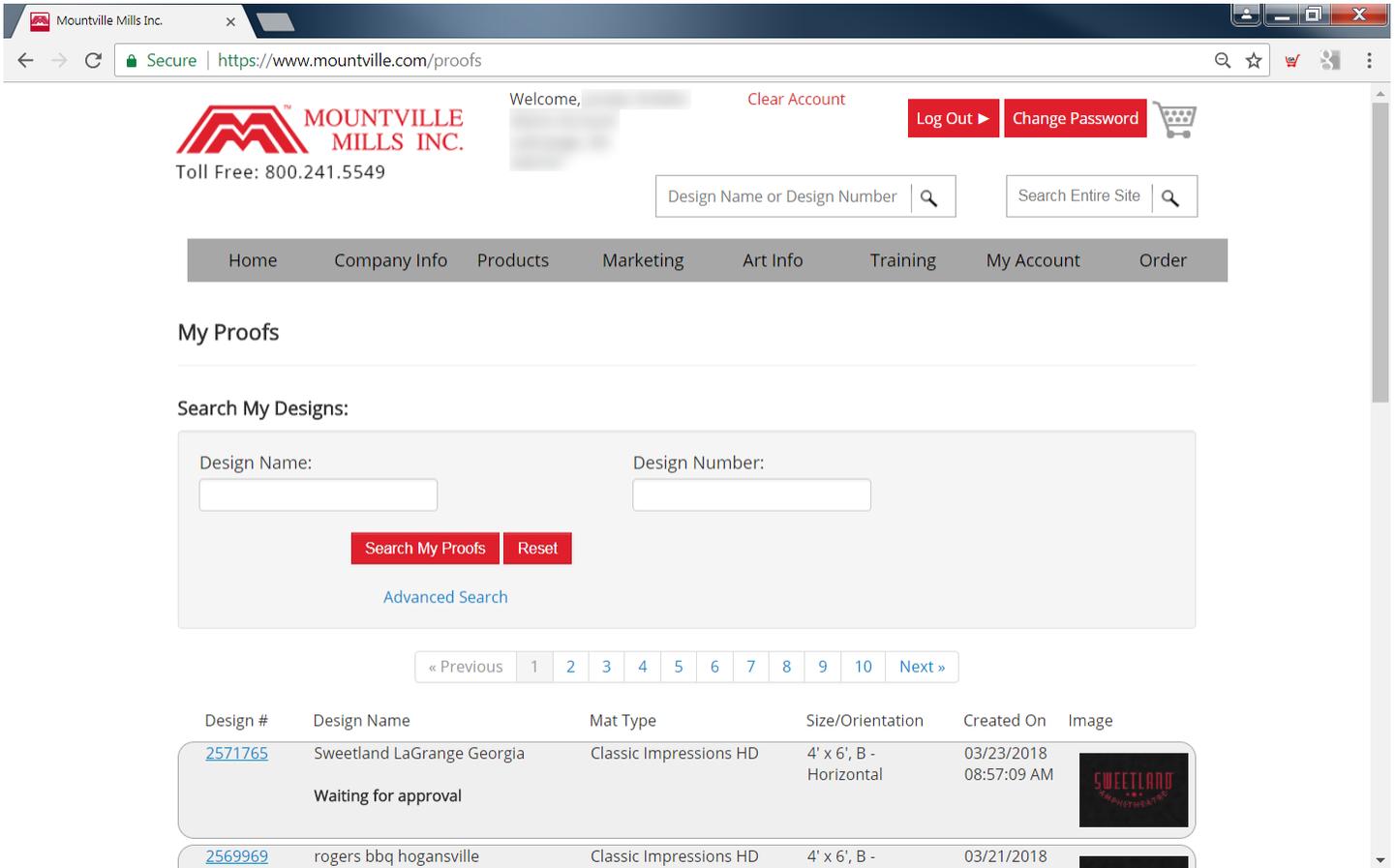
When you are satisfied with the appearance of the design proof example, click 'Add to My Account'. Several things will happen automatically:

- A full design proof with design number is created.
- The new proof is updated to "My Proofs" in your web based account.
- An email is sent to you with proof information.



Add to My Account

The new proof is updated to "My Proofs" in your web based account.



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[Order](#)

My Proofs

Search My Designs:

Design Name:
 Design Number:

[Search My Proofs](#)
[Reset](#)

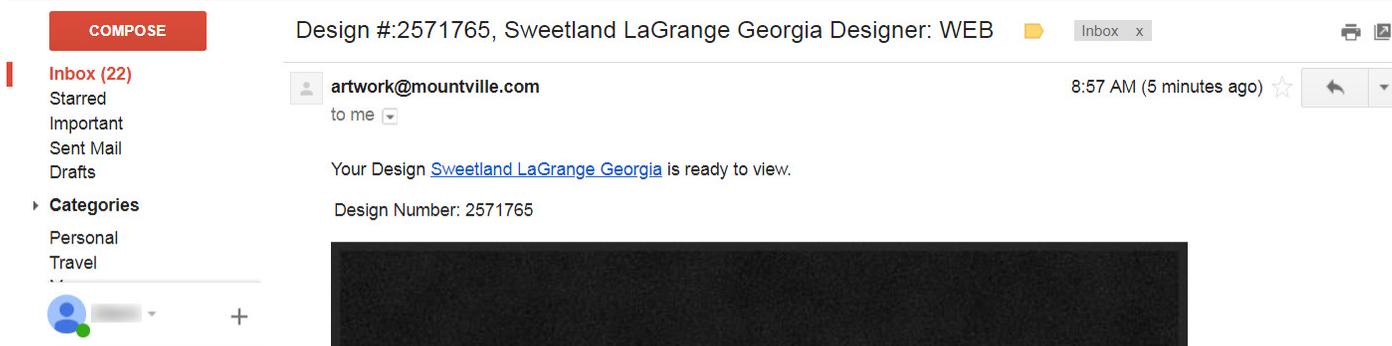
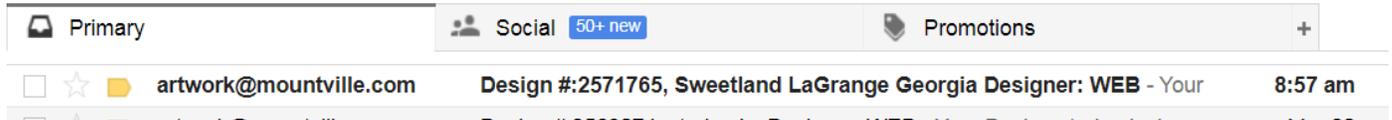
[Advanced Search](#)

[« Previous](#)
[1](#)
[2](#)
[3](#)
[4](#)
[5](#)
[6](#)
[7](#)
[8](#)
[9](#)
[10](#)
[Next »](#)

Design #	Design Name	Mat Type	Size/Orientation	Created On	Image
2571765	Sweetland LaGrange Georgia Waiting for approval	Classic Impressions HD	4' x 6', B - Horizontal	03/23/2018 08:57:09 AM	
2569969	rogers bbq hogansville	Classic Impressions HD	4' x 6', B -	03/21/2018	

Add to My Account

An email is sent to your email address with proof information.



[Classic Impressions HD](#)



[CLICK HERE TO ORDER](#), if you have a Your Account login, you may view this design within the "My Proof Sketches"

Thank you for your interest in Mountville's logo mats. Please contact us at artwork@mountville.com if we may be of any assistance.

Mountville Mills Art Department

Click here to [Reply](#) or [Forward](#)

Add to My Account

Please note that while your InstaProof and Mobile App credentials are the same, these two tools are not directly linked. Proofs created with InstaProof will not be found in the 'Designs' tab of the Mobile App. To find a proof in the Mobile App, search for a specific design number from the 'Home' tab. More information about our Mobile App can be found at the link below:

<https://www.mamattng.com/instaproof.php>

