

OEM Marketing Asset Portal (OMAP)

Multiple File Download

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About this document

This purpose of this document is educate users on the new capability of downloading multiple assets.

What is the OEM Marketing Asset Portal (OMAP)?

OMAP is Microsoft OEM Marketing's digital asset management portal that houses all of the creative marketing assets for external Partners and their Partner's advertising agencies. OMAP is based on the Microsoft Dynamics Marketing (MDM) platform.

O365 User/Login Credentials

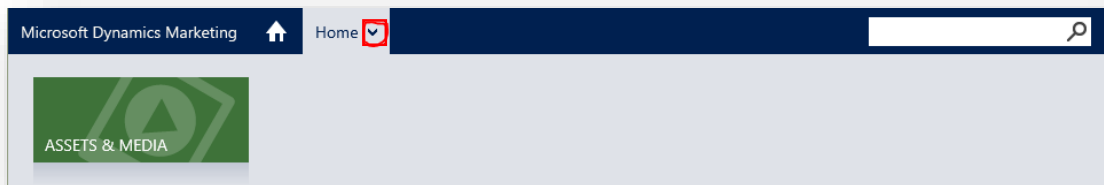
OMAP utilizes Office 365 (O365) authentication/verification. Note that this does NOT require users to have an existing O365 account. The O365 credentials are ONLY used for authentication. Users will NOT receive the O365 suite (Word, Excel, Outlook, etc.) with their credentials. OMAP user account is separate from a company or personal O365 account.

Logging in

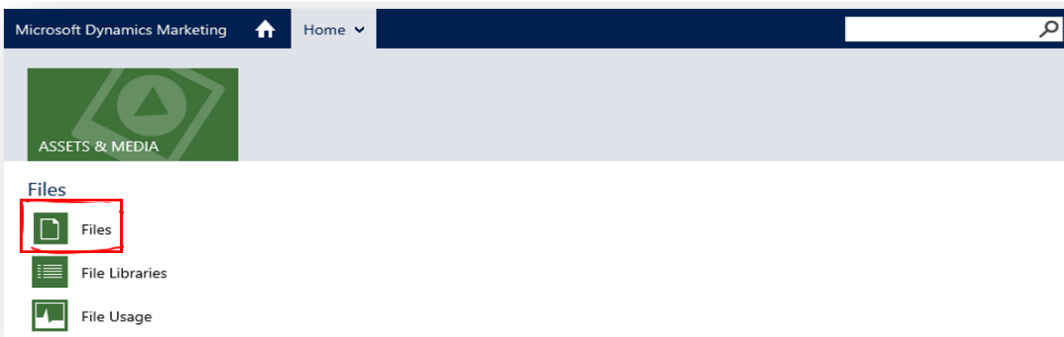
Once a user is approved for access to OMAP, they may login at <https://msassets.marketing.dynamics.com/> using the O365 login credentials they received from the OEM Marketing Asset Portal Support Team.

Accessing OMAP

OMAP is based on the Microsoft Dynamics Marketing (MDM) platform, so users will be directed to the MDM Portal Page when logging in. Users will click on the down **V** to the right of the **Home** tab and select the **ASSETS & MEDIA** tile.

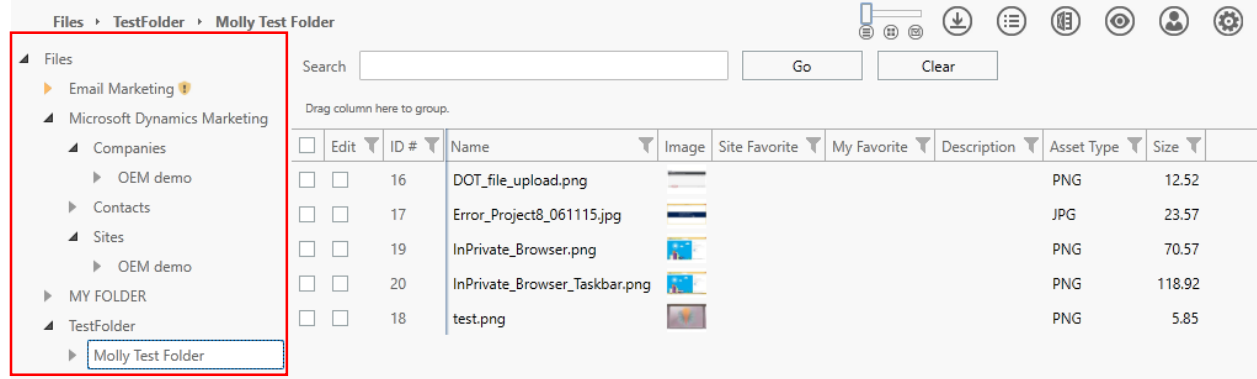


Users will then select **Files** from the dropdown.

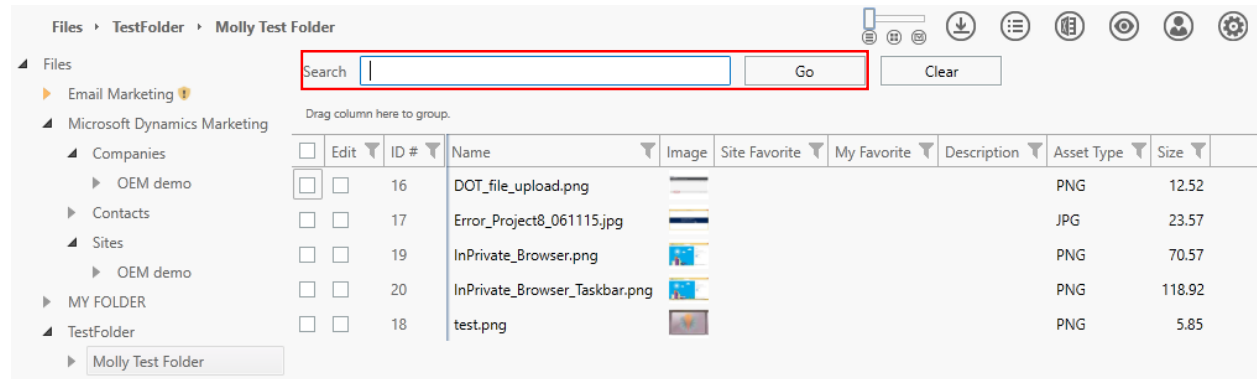


OMAP User Interface

Left File Tree: Users can expand the File Tree to navigate to the specific folder for the asset(s) being searched.

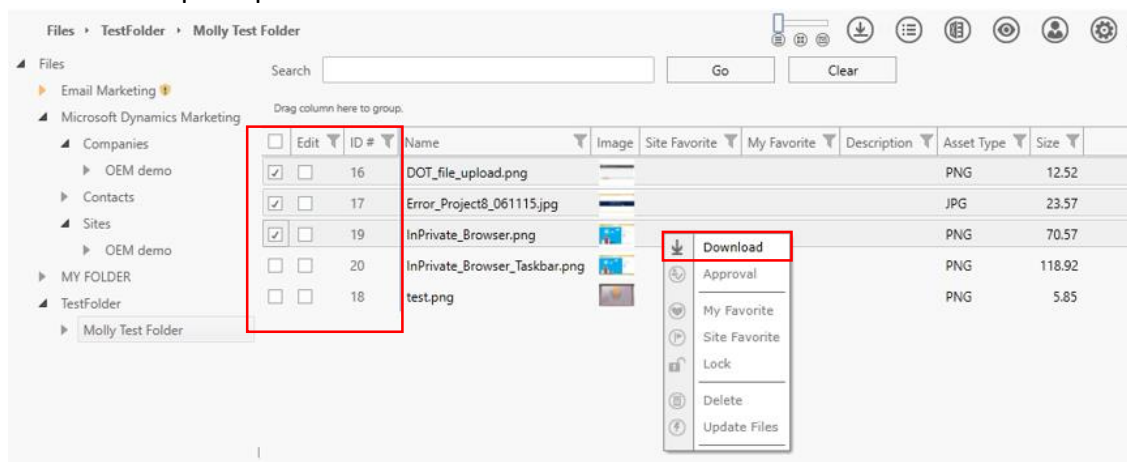


Search: Users can quickly search for Asset Names, Keywords, Aspect Ratios, etc. by entering these into the search box and selecting the "Go" button



Downloading Assets

Step 1: Once the users have found the assets that they need to download, **click** on the checkbox next to the asset that needs to be downloaded. Then **"Right"** click on any one of the assets' **Name** to open up a window to allow the user to select **Download**.



Step 2: Depending on the browser the user is using, a dialog box will open with the options of “Open”, “Save” or “Cancel”. If multiple assets are downloaded, a .zip file will be created.

The screenshot shows a file browser interface with a sidebar on the left and a main table of assets. The sidebar includes a search bar and a tree view with folders like 'Email Marketing', 'Microsoft Dynamics Marketing', 'Companies', 'Contacts', 'Sites', 'MY FOLDER', 'TestFolder', and 'Molly Test Folder'. The main table lists assets with columns for selection, edit, ID, name, image, site favorite, my favorite, description, asset type, and size. Three assets are selected: 'DOT_file_upload.png', 'Error_Project8_061115.jpg', and 'InPrivate_Browser.png'. Below the table, a yellow dialog box asks: 'Do you want to open or save Molly_Test_Folder.zip (96.0 KB) from oemdemo.marketing-tie.dynamics.com?'. The dialog has 'Open', 'Save', and 'Cancel' buttons. A zoom level of 100% is visible in the bottom right corner.

<input type="checkbox"/>	Edit	ID #	Name	Image	Site Favorite	My Favorite	Description	Asset Type	Size
<input checked="" type="checkbox"/>	<input type="checkbox"/>	16	DOT_file_upload.png					PNG	12.52
<input checked="" type="checkbox"/>	<input type="checkbox"/>	17	Error_Project8_061115.jpg					JPG	23.57
<input checked="" type="checkbox"/>	<input type="checkbox"/>	19	InPrivate_Browser.png					PNG	70.57
<input type="checkbox"/>	<input type="checkbox"/>	20	InPrivate_Browser_Taskbar.png					PNG	118.92
<input type="checkbox"/>	<input type="checkbox"/>	18	test.png					PNG	5.85

Help & Support:

If a user is having any issues with OMAP, they can email omaps@microsoft.com for assistance.

[Training Link](#)

[FAQ](#)