ATI Broadcast App user guide

# Logging in

The ATI Broadcast App requires a Google account for authentication, the usual Google username/password prompt is provided.

# Group information

With this tool you can download the information about the groups that are in the jurisdiction you are authorized to post to. This includes….

# Posting

With this tool you can post to all of the groups that are in the jurisdiction you are authorized to post to at one time. Any limits imposed by Facebook will be handled by the tool. Large jurisdictions may require the tool to post in batches.

Upon successful posting you will receive a confirmation email with a link to the post.

Any errors in posting will be retried automatically, this too will notify you upon success, or in the event of failure more than X times you will receive notification of this as well.

# Deleting posts

With this tool you can delete posts that you posted using the tool, of course this is limited to the jurisdiction you are authorized to post to.

## Finding your previous posts

* Click on the button for previous posts
* Select the post in question by clicking on the select box to the left of the post

Select Delete Post

When prompted, verify that the post title is the one you intend to delete and confirm

You will receive a notification at the email address associated with your account

# Administrative functions

Administrators of the AITD can perform the following functions

* Authorize additional users for each jurisdiction
* Post messages to any jurisdiction
* Delete messages posted by the tool to any jurisdiction