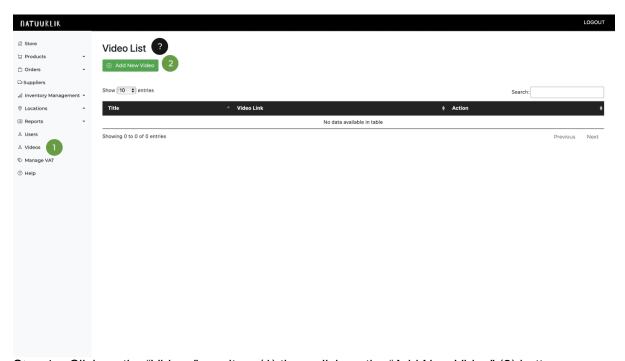


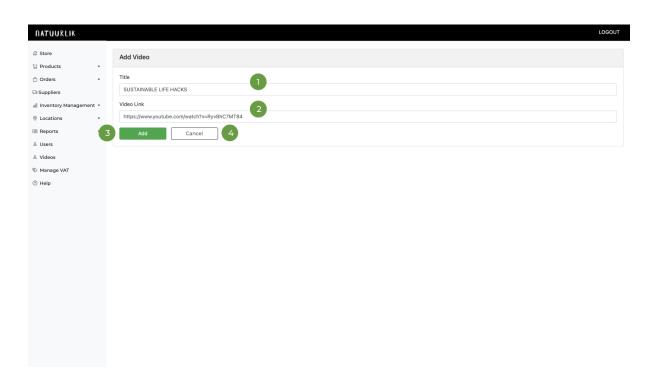
Admin Help Document

Video Subsystem

Add a Video



Step 1 – Click on the "Videos" nav item (1) then, click on the "Add New Video" (2) button

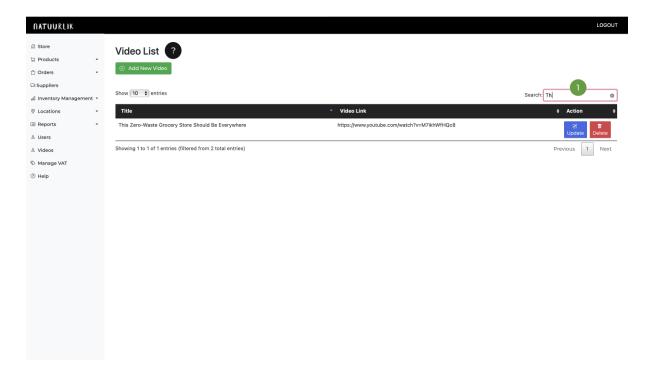


Step 2 – Fill in the required details:

- o Fill in the video title (1)
- o Provide the video link (2)

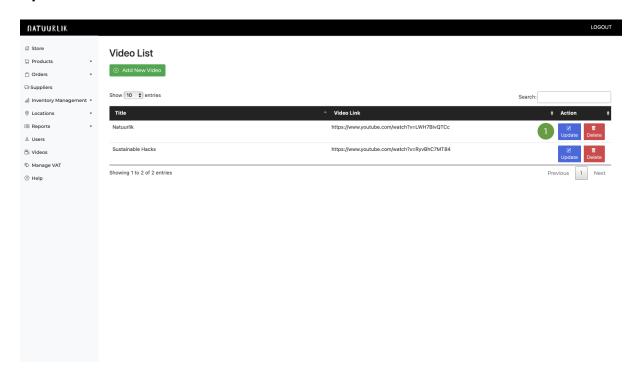
Step 3 – Click on the "Add" button to add the Video (3) or the Cancel button (4) to return to the Video List screen

Search for a Video

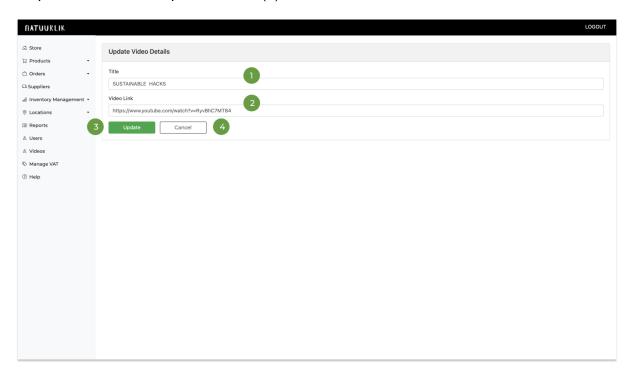


Step 1 – Type the search query in the search bar (1)

Update a Video



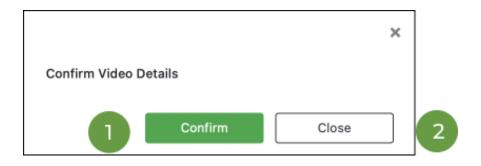
Step 1 – Click on the "Update" button (1)



Step 2 – Update the required details:

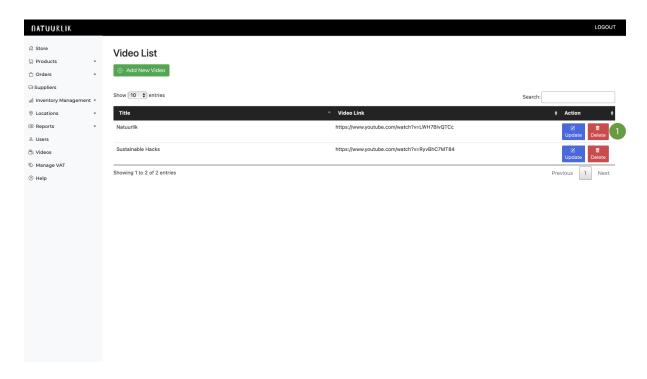
- Update the video title (1)
- o Provide the video link (2)

Step 3 – Click on the "Update" button (1) to update the Video details or "Cancel" button (2) to return to the Video List screen

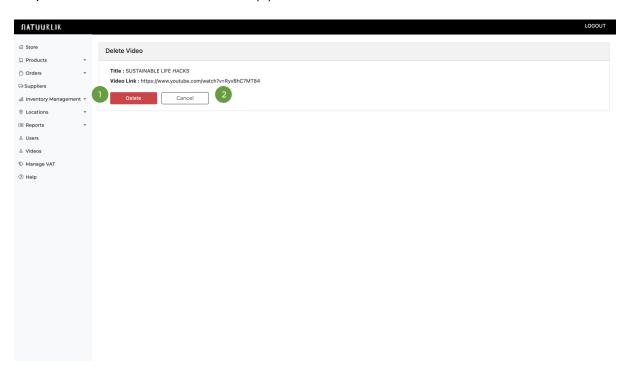


Step 4 – Click on the "Confirm" button (1) to proceed with the update or the "Close" button (2) to return to the Video List screen

Delete a Video



Step 1 – Click on the "Delete" button (1)



Step 2 – Click on the "Delete" button to delete the Video (1) or the "Cancel" button (2) to return to the Video List screen



Step 3 – Click on the "Confirm" button (1) to confirm the deletion Video or the "Cancel button (2) to return to the Video List screen