Title :

Update HR Policies Manual (Preface)

Steps :

1. Open Microsoft Visual Studio
2. Open file link \\fujiweb\wwwroot\Intranet
3. Open HR-S1.aspx
4. Find this code `<td><asp:HyperLink ID="HyperLink1" runat="server" Font-Names="Calibri" Font-Size="Medium" Target="_blank">HR Policies Manual (Preface)</asp:HyperLink></td>`
5. Check & find the ID which is Hyperlink1 in HR-S1.aspx.vb
6. Open Microsoft SQL management
7. DB: IntranetV2, Table name : t_Sys_PDF

Write the query below:

```
Select * from  dbo.t_Sys_PDF where Menu_Code ='HR-S1-M1'

Update dbo.t_Sys_PDF set Sys_FileName ='HR-S1-M1_20230328024450_HR Policies Manual (Preface).pdf' and
Sys_FilePath ='Attachment/HR-S1-M1_20230328024450_HR Policies Manual (Preface).pdf'
where Menu_code ='HR-S1-M1'
```

8. Go to file explore access \\fujiweb\wwwroot\Intranet
9. Open Attachment folder, put the pdf file into the attachment folder
10. Finish.