

Publish Content / Make Private

Note: This is an easy way to change your content's status from the management screen. You may also choose to publish it or keep it private while creating or editing it.



On the management screen of the content you would like to change:

Status
Published
Private

Check the Status on the right to see whether it is published.

To publish private content on the App:

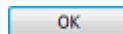
1. Check the box or boxes by the title(s) you would like to publish.

Image	Select	Name
	<input type="checkbox"/>	Missing Person - Sara Andrews
	<input type="checkbox"/>	Missing Person At Risk - Joe Smith

2. Select 'Publish' on the right.



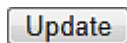
3. Click 'OK'.



4. Choose the date you would like it published.

* Publish Date: 06/21/2013 (MM/DD/YYYY)

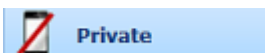
5. Click 'Update'.



To make published content **private**:

1. Click the box or boxes by the title(s) you wish to make private.

2. Select 'Private' on the right.



3. Click 'OK'  and your content will be removed from the App.