Edit Update

From the Dashboard or Menu:

1. Select 'Updates'.

2. Click on the radio button by the update you would like to edit.

3. Select 'Edit' on the right .

4. Select the 'Add/Edit' button next to the block you would like to edit.

5. Make your changes and select 'Submit'.

6. Enter an expiration date if you would like the system to automatically remove the update from displaying on your App.

7. When you are satisfied, choose the status and select 'Save' if your update is Private or if Public, 'Submit' to display it on your App.