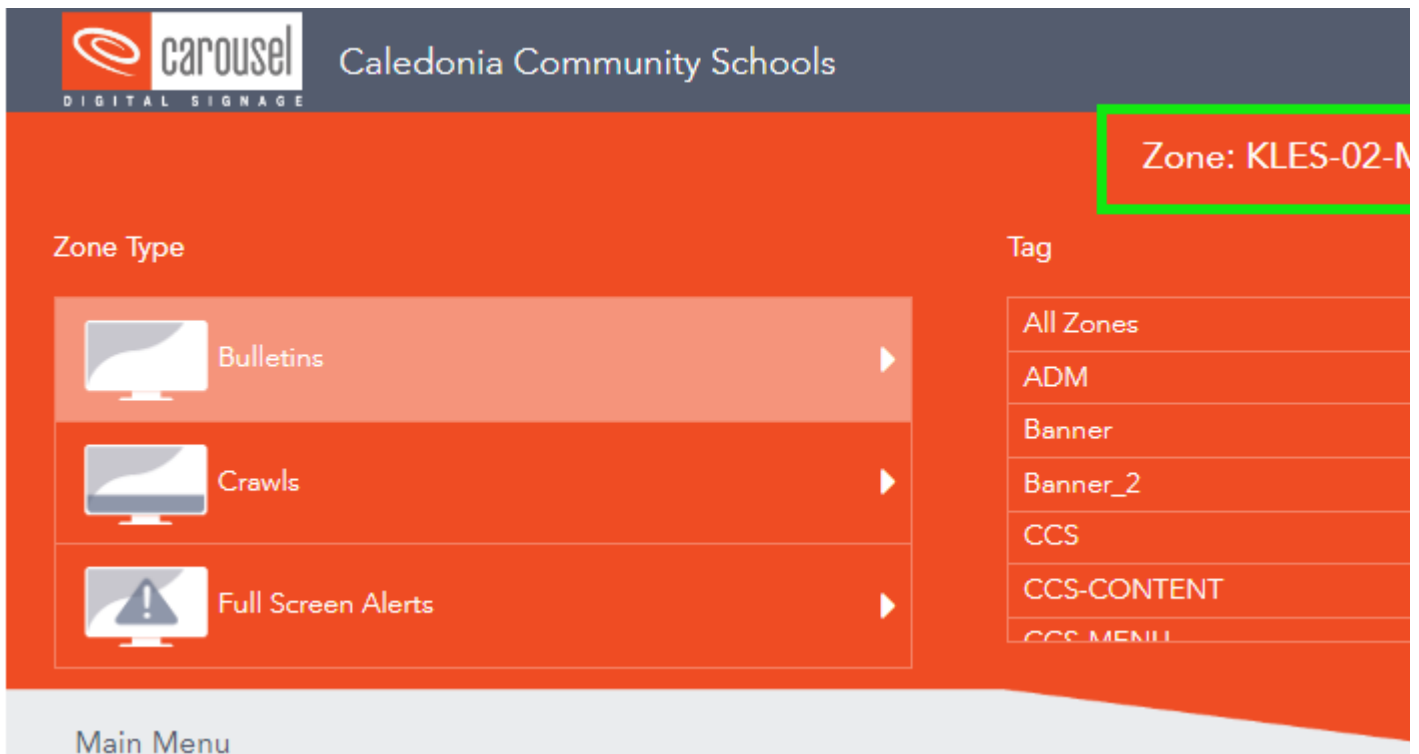


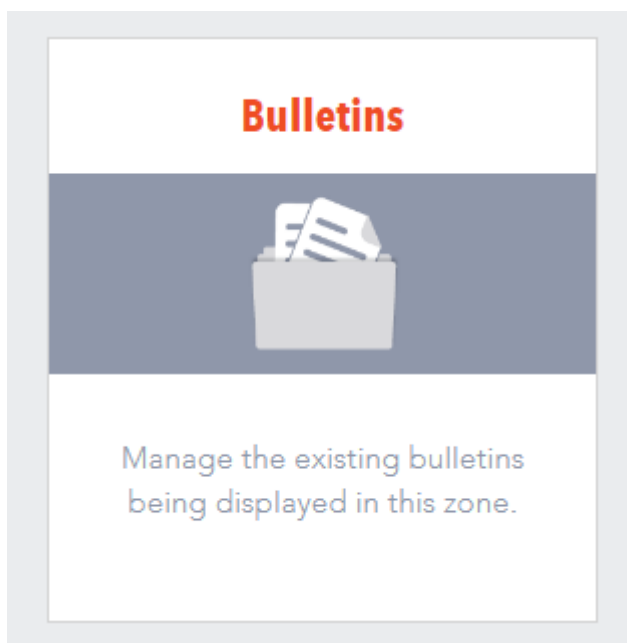
# Uploading Images To A Zone

*How to upload images to be displayed in a certain Zone*

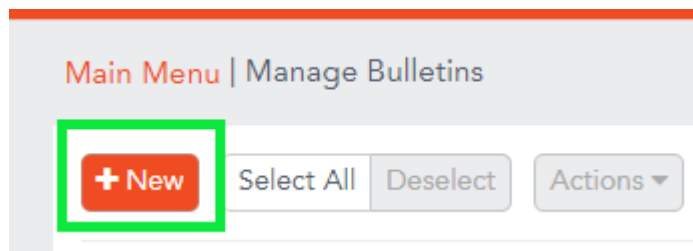
1. At the top of the screen, select the "Zone" that you would like to edit.



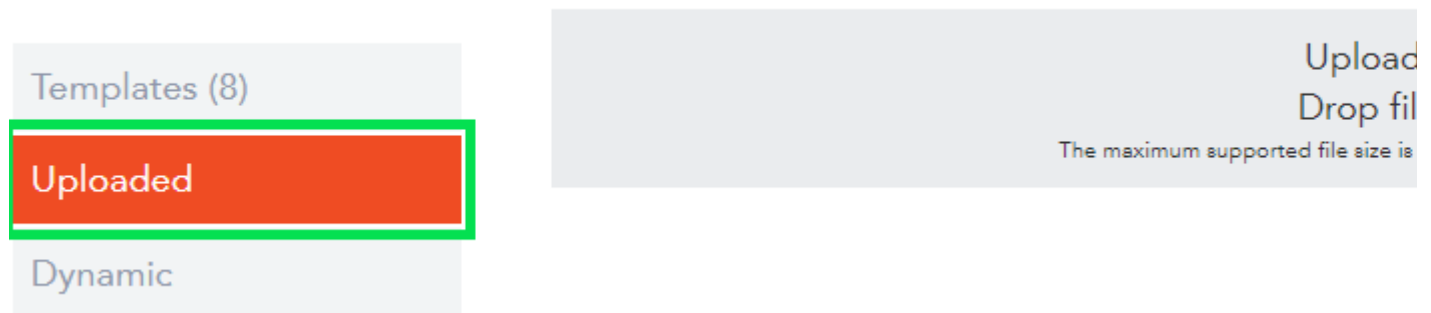
2. Select "Bulletins".



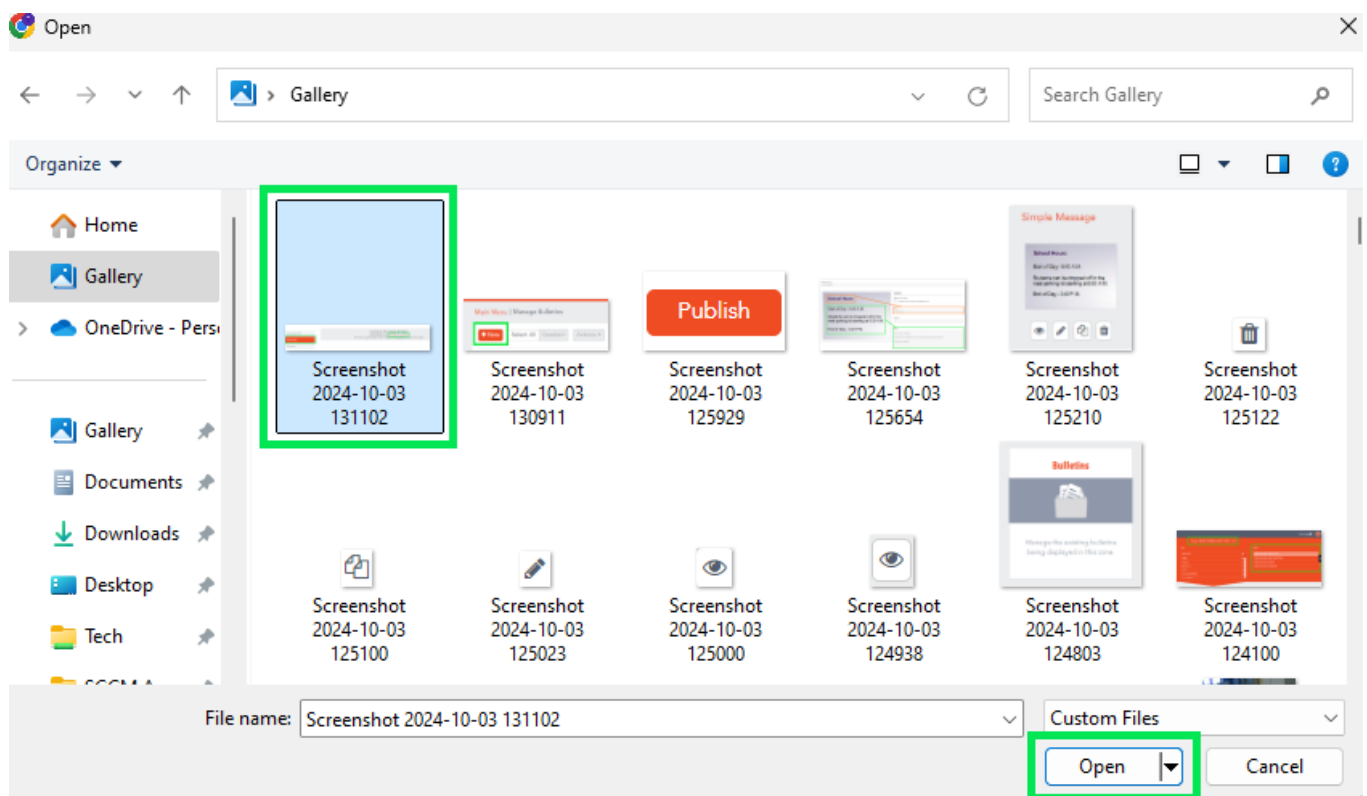
3. Select "+New".



4. Select "Uploaded", and then "browse to upload".



5. Navigate to the save location of your image, select it, and click "Open".



6. By default the new Bulletin will always be active, if you want to change it, adjust the schedule as necessary.

# Schedule

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Yes

 Always Active

## Daily Availability

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Sun	Mon	Tue	Wed	Thu	Fri	Sat
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

Daily Start Time:

12:00:00 am

Daily End Time:

11:59:59 pm

7. To save the changes made, click "Publish" at the top-right.

Publish