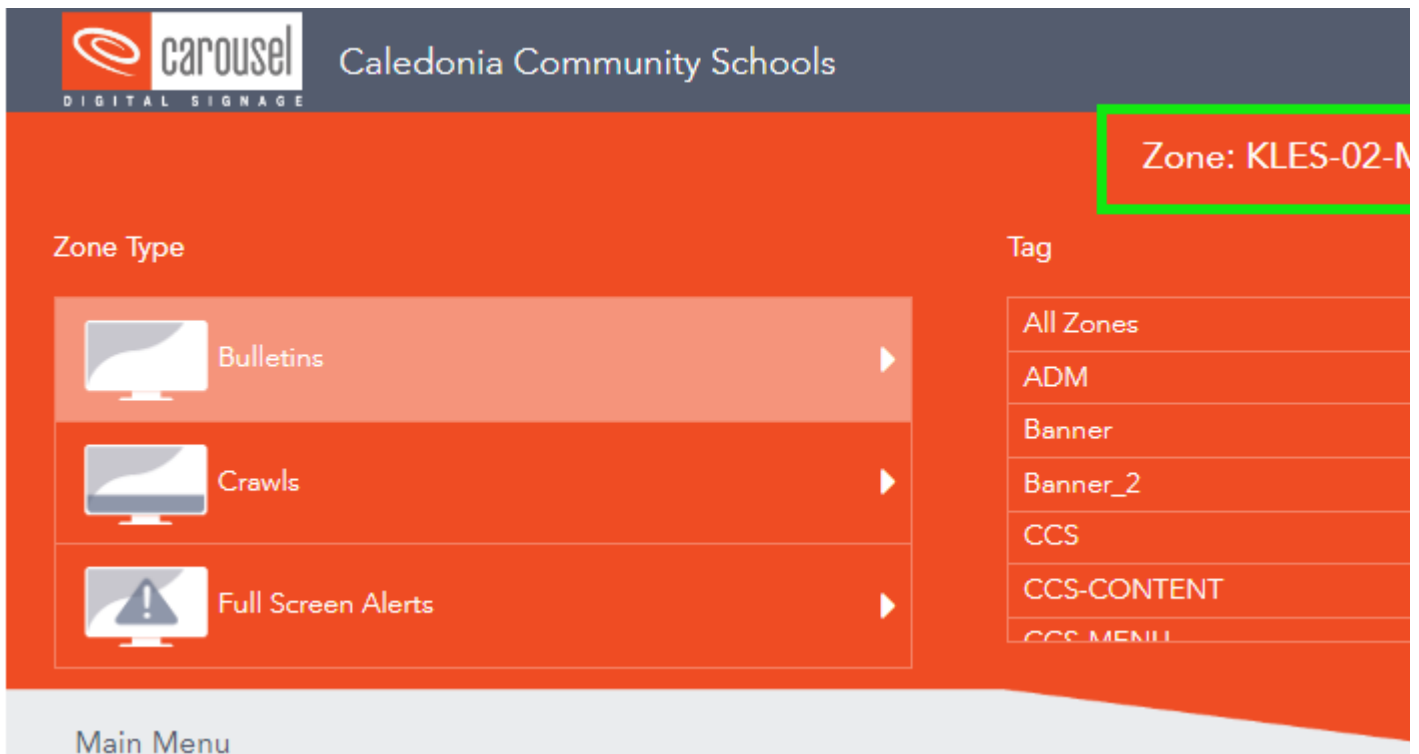


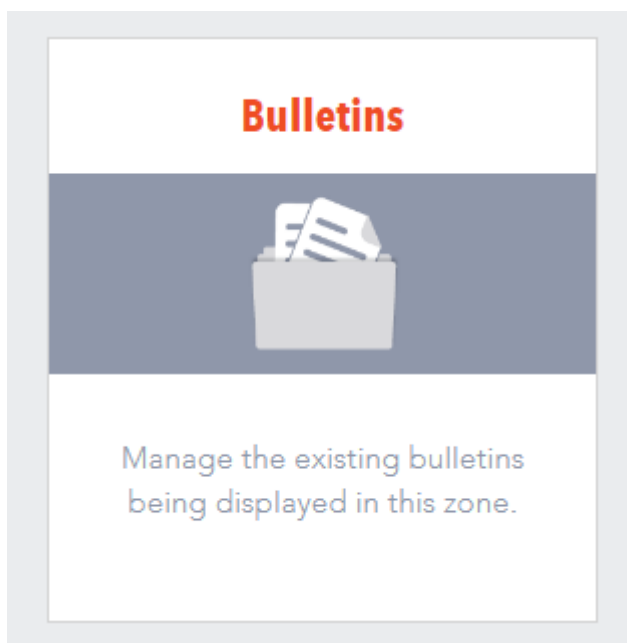
Uploading Images To A Zone

How to upload images to be displayed in a certain Zone

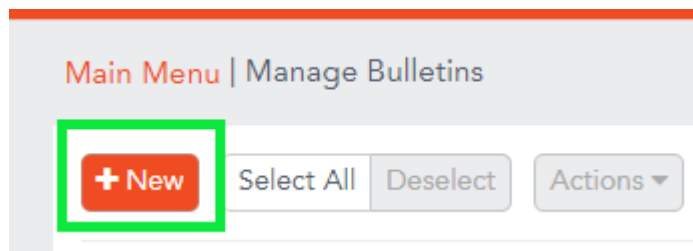
1. At the top of the screen, select the "Zone" that you would like to edit.



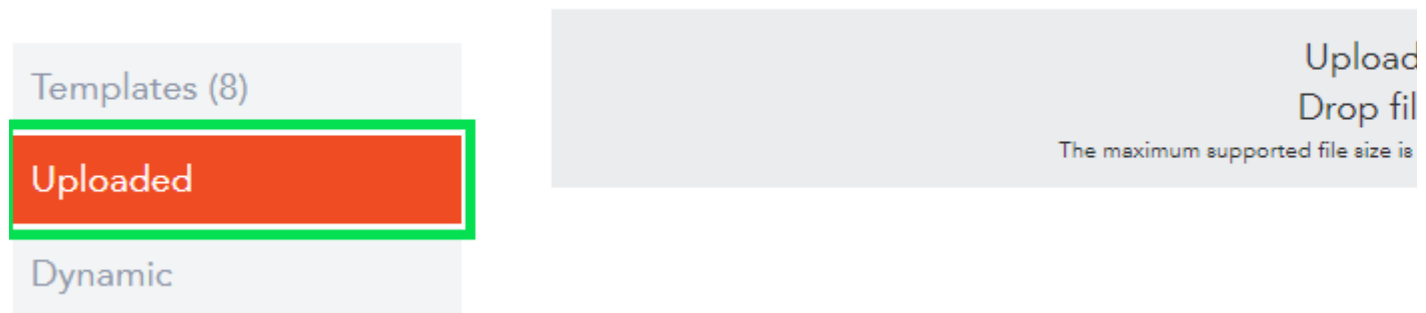
2. Select "Bulletins".



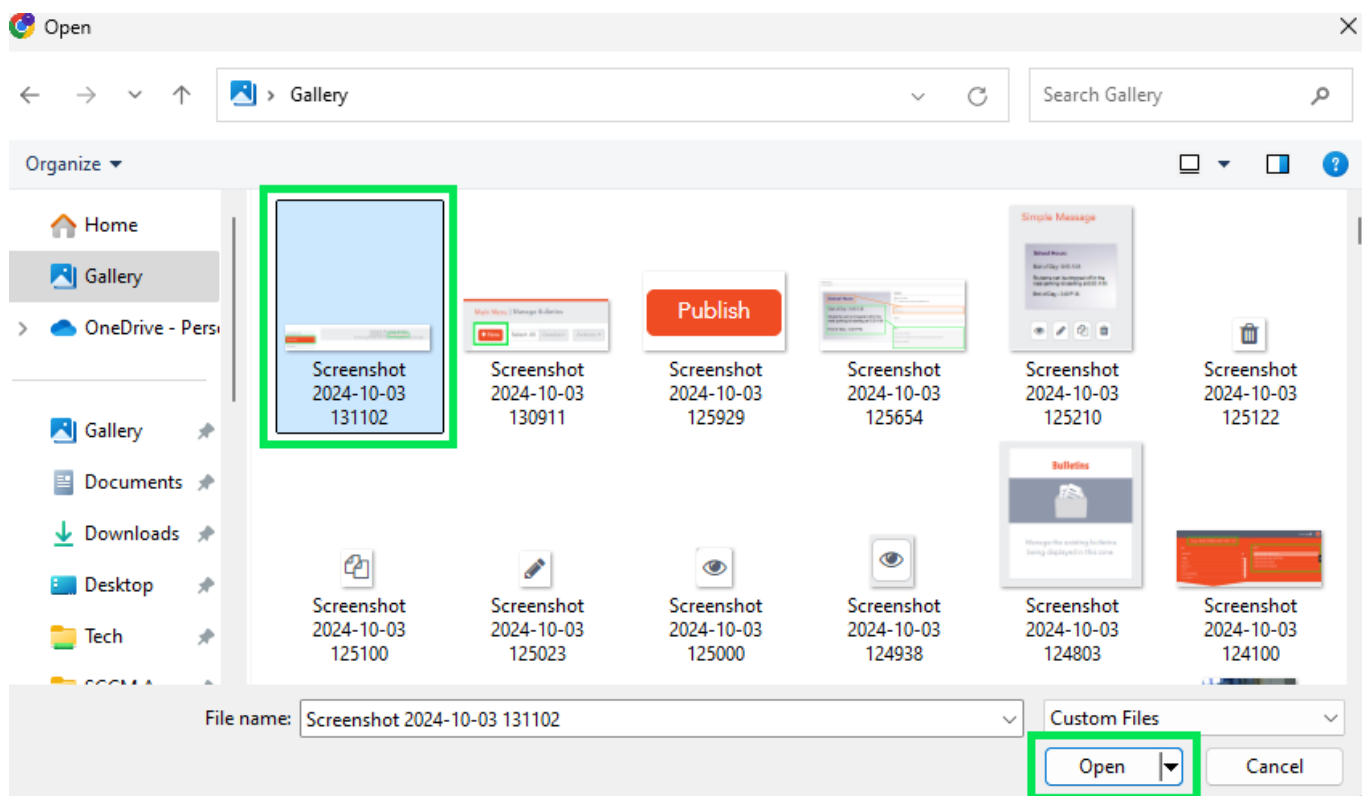
3. Select "+New".



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

Yes

 Always Active

Daily Availability

Sun

Mon

Tue

Wed

Thu

Fri

Sat

☒

☒

☒

☒

☒

☒

☒

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