

ADDING & REMOVING CONTENT FROM THE SHOWCASE



1. Under the "Publishing" tab on Mediasite's management page, click on the catalog you wish to add or remove from the showcase.

The screenshot shows the Mediasite management interface. On the left is a navigation menu with 'Publishing' highlighted. The main area is titled 'Catalogs' and contains a list of catalogs. Each catalog entry includes a checkbox, the catalog name, and buttons for 'Catalog' and 'Showcase'. The 'Allan Demo Catalog' is the first entry in the list.

2. When the Properties window appears, click on the "Edit" tab.

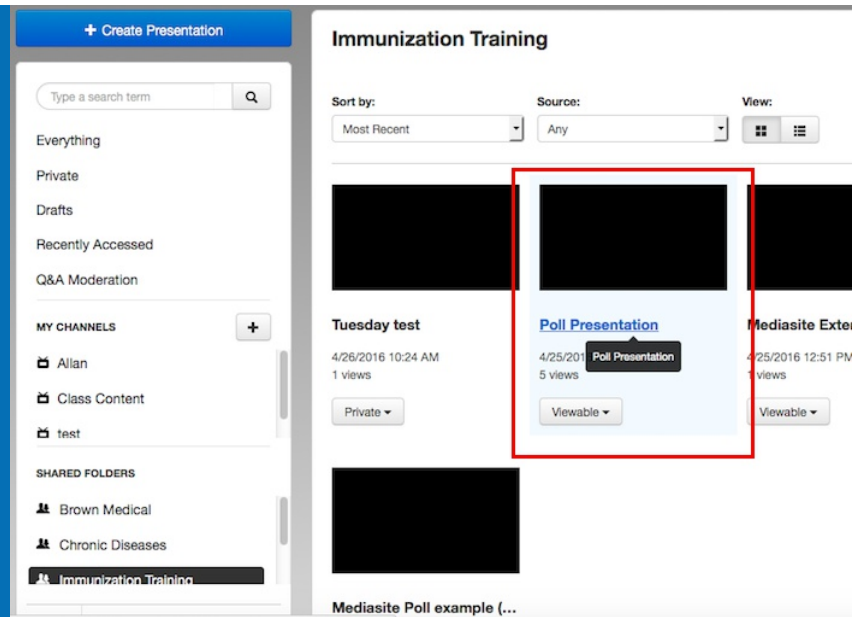
The screenshot shows the 'Allan Demo Catalog' properties window. The 'Edit' tab is selected and highlighted with a red box. The window contains several fields: 'Name' (Allan Demo Catalog), 'Friendly Name' (allans-catalog), 'Description' (Allan Video Library), 'Banner (700x50)' (66a43f39-9965-4b36-a2a4-8824e91de761.gif), and 'Banner Background Color' (#CCCCCC).

3. Click on the "Showcase Options" tab under the "Edit" tab. Check/uncheck the "List in Showcase" box to add/remove content to the showcase.

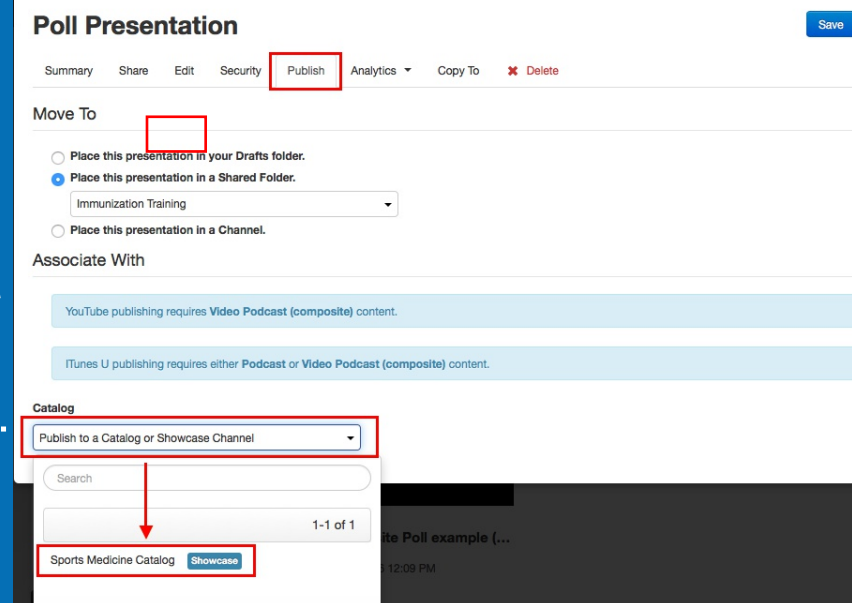
The screenshot shows the 'Showcase Options' tab, which is highlighted with a red box. It contains two checkboxes: 'List In Showcase' (checked) and 'Select as Spotlight' (unchecked). Below these is a note: 'Only one Spotlight can be selected at a time. This will deselect the current Spotlight, if there is one.' There is also a 'Channel Thumbnail (352x198)' field with the value 'p1aids9f411mah1b84tmtahtvtl.jpg' and a 'Use Showcase Registration' checkbox (checked).

ADDING INDIVIDUAL VIDEOS TO THE SHOWCASE

1. On the MyMediasite page, click on the video you wish to add to the showcase.



2. Under the "Publish" tab, click on the dropdown menu labeled "Publish to a Catalog or Showcase Channel". Select the channel with the blue "Showcase" tag next to its title. Click the blue "Save" button in the right-hand corner.



3. The video will now be searchable on the Showcase page.

