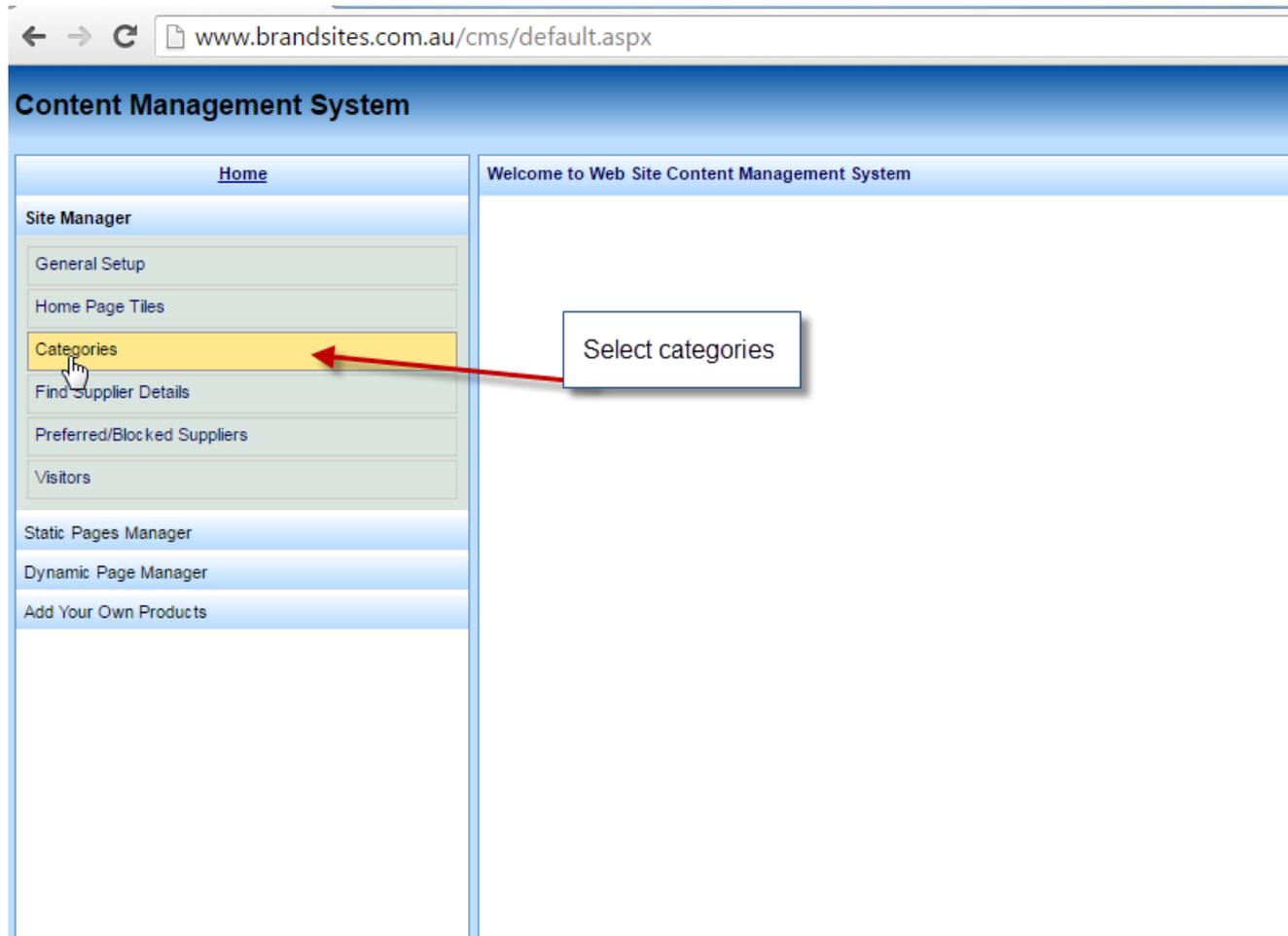


Uploading a slider to your Brandsites site

1/ In your CMS select categories:



2/ Select the category you wish to change:

The screenshot shows a web browser window with the URL www.brandsites.com.au/cms/pages/webgroups/list.aspx?p=0&c=3. The page title is "Content Management System".

The left sidebar contains a "Site Manager" menu with the following items:

- Home
- General Setup
- Home Page Tiles
- Categories**
- Find Supplier Details
- Preferred/Blocked Suppliers
- Visitors
- Static Pages Manager
- Dynamic Page Manager
- Add Your Own Products

The main content area is titled "HomeCategories & Product Groups - List" and includes a "Refresh" button. Below this is a table with the following categories:

Category Name (Click on Category Name Link to see sub categories available)
Auto & Boat
Badges & Lanyards
Bags
Banners, Flags & Signs
Caps & Hats
Clocks and Watches
Date & Time
Eco-Friendly
Food & Beverage
Fun & Games
Golf Items
Housewares

A red arrow points from a text box to the "Bags" category link. The text box contains the instruction: "Select the slider you wish to edit".

3/ In the Files tab select Upload:

The screenshot displays a web browser window with the URL www.brandsites.com.au/cms/pages/webgroups/list.aspx?p=0&c=3. The page title is "Content Management System".

Left Sidebar (Site Manager):

- Home
- General Setup
- Home Page Tiles
- Categories**
- Find Supplier Details
- Preferred/Blocked Suppliers
- Visitors
- Static Pages Manager
- Dynamic Page Manager
- Add Your Own Products

Main Content Area:

- Home Categories & Product Groups - List
- Refresh
- Category Name (Click on Category Name Link to see sub categories available)
- Auto & Boat
- Badges & Lanyards
- Bags

Existing Details Form:

- Fields marked with * are mandatory
- Part 1 | **Files** | Meta Details | Video Links
- Home Page Slide Image
- Home Page Category Image 1 (with image of a red hat)
- Home Page Category Image 2 (with image of a red hat)
- Upload | Refresh
- Save | Cancel

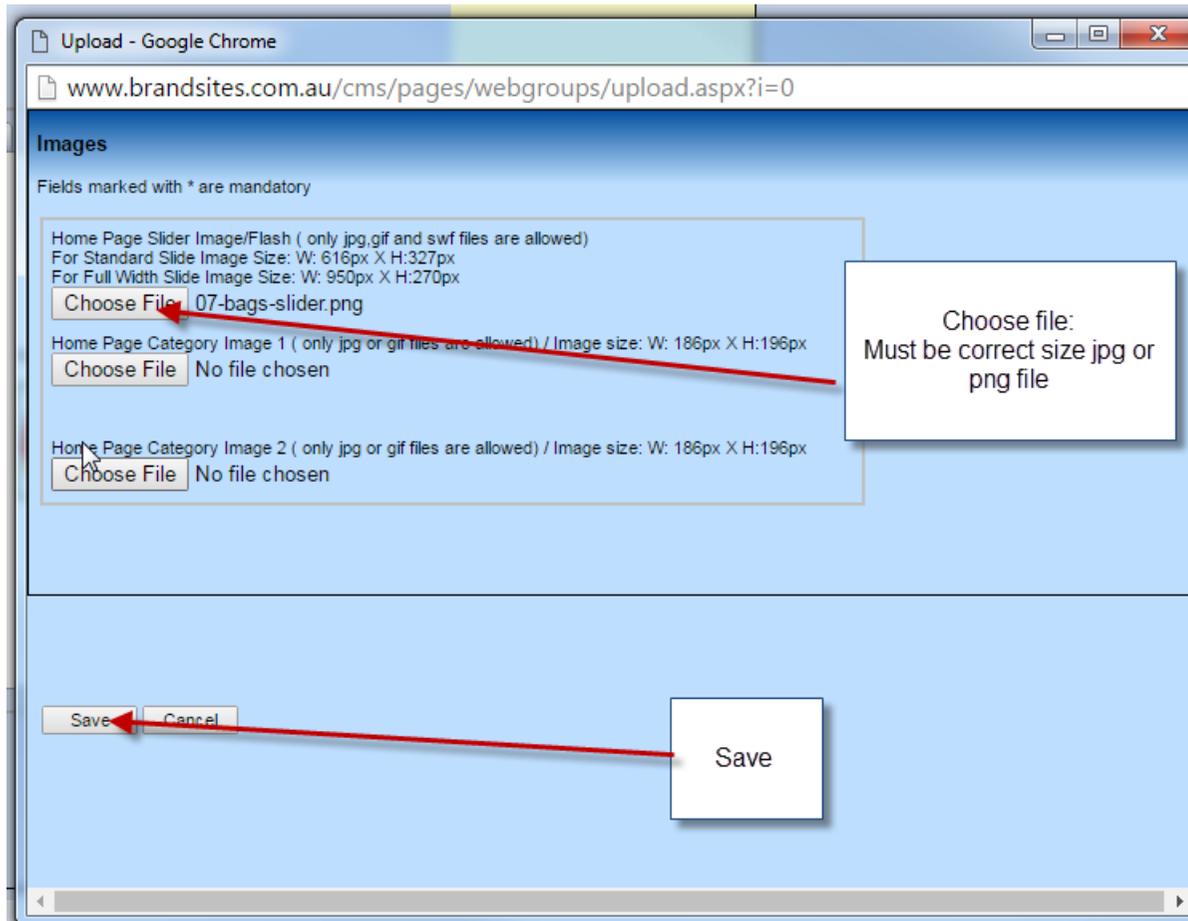
Two red callout boxes with arrows are present:

- One pointing to the "Files" tab with the text "Select the Files tab".
- Another pointing to the "Upload" button with the text "Select Upload".

4/ Choose a slider file-either one you have created or you can use the Full Width ones stored here [Brandsites Sliders](#)

Please check if you have a Standard Width site or Full Width site and choose the correct sized image.

Remember to Save!



5/ Choose refresh and ensure the category is Active and that the image is Active on the Slider.

The screenshot shows a web browser window with the URL www.brandsites.com.au/cms/pages/webgroups/list.aspx?p=0&c=3. The page title is "Content Management System" and it includes a "Welcome back Panther" message. On the left is a "Site Manager" sidebar with various menu items. The main content area is titled "HomeCategories & Product Groups - List" and contains a table of categories. A "Refresh" button is located at the top left of the table. A red arrow points from a callout box labeled "Choose refresh" to this button. Another red arrow points from a callout box labeled "Make sure you have checked Active" to the "Active" checkbox in the row for the "Auto & Boat" category.

Category Name (Click on Category Name Link to see sub categories available)	Active On Slider?	Active
Auto & Boat	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Badges & Lanyards	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Bags	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Banners, Flags & Signs	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Caps & Hats	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Clocks and Watches	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Date & Time	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Eco-Friendly	<input type="checkbox"/>	<input checked="" type="checkbox"/>

6/ Refresh your live site using F5 and view your image.