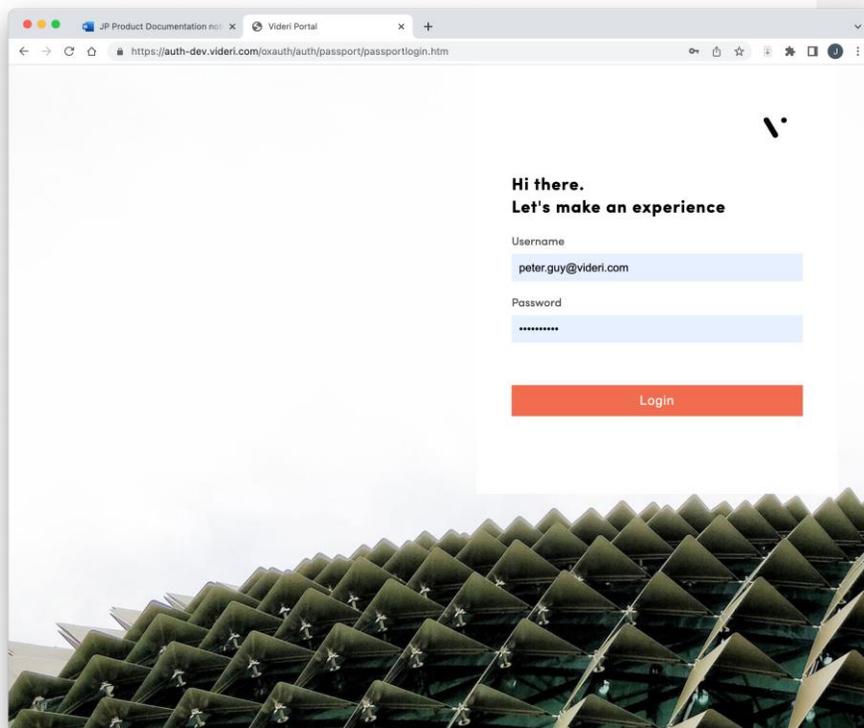
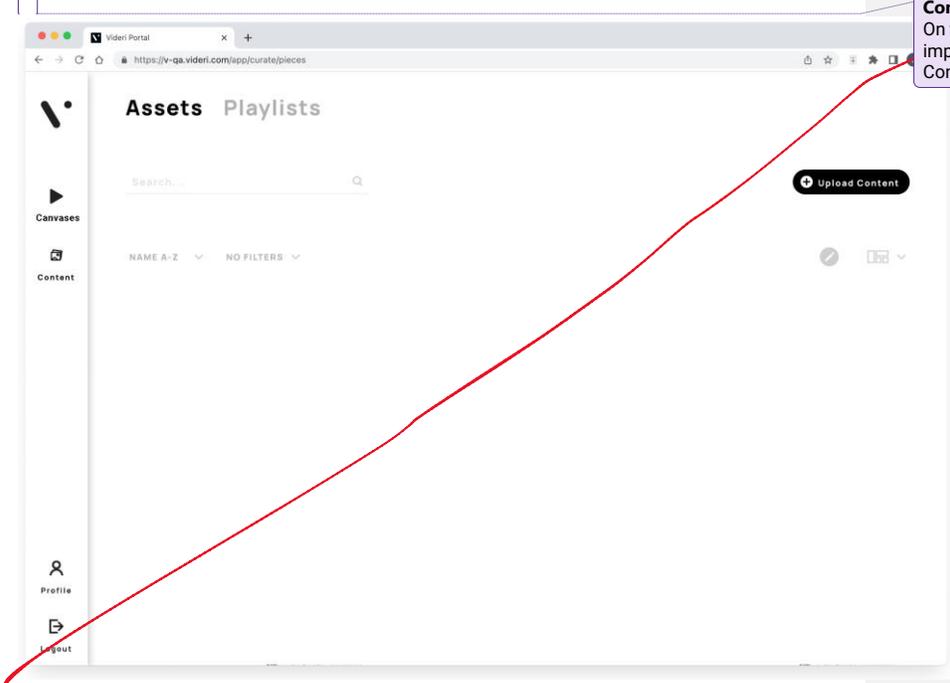

1. Uploading and displaying content

Uploading, displaying and scheduling content is done through our web app. It is not currently optimized for mobile devices.

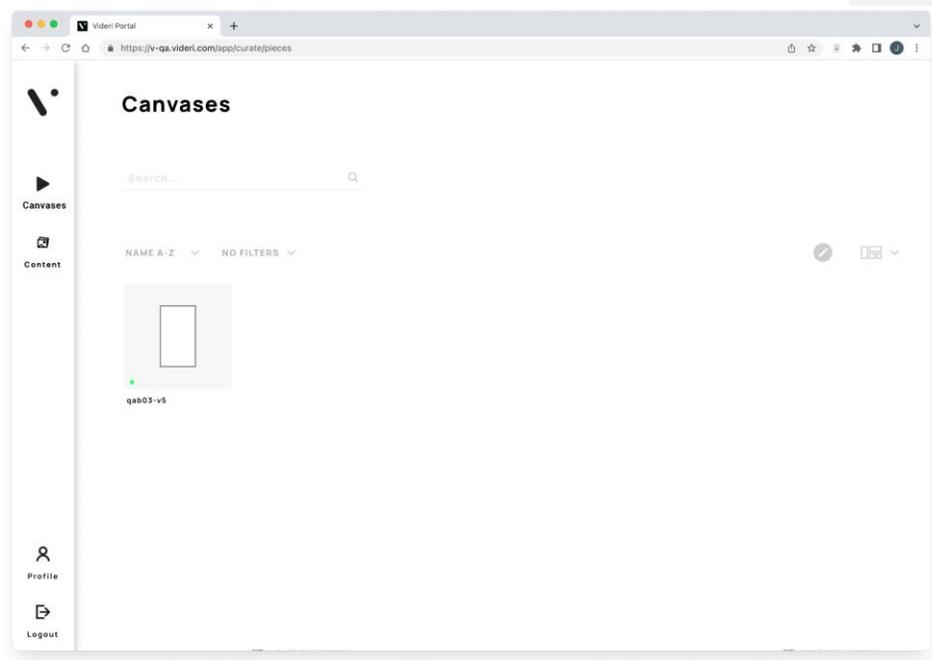
1. From your desktop browser, go to promote.videri.com. Enter your username and password and click login.



2. The Canvases panel will open.



Commented [JP1]: Note the current view is confusing. On the left we see Canvases (formerly "Play") which implies we are "in" that tab. But we are currently in the Content tab.



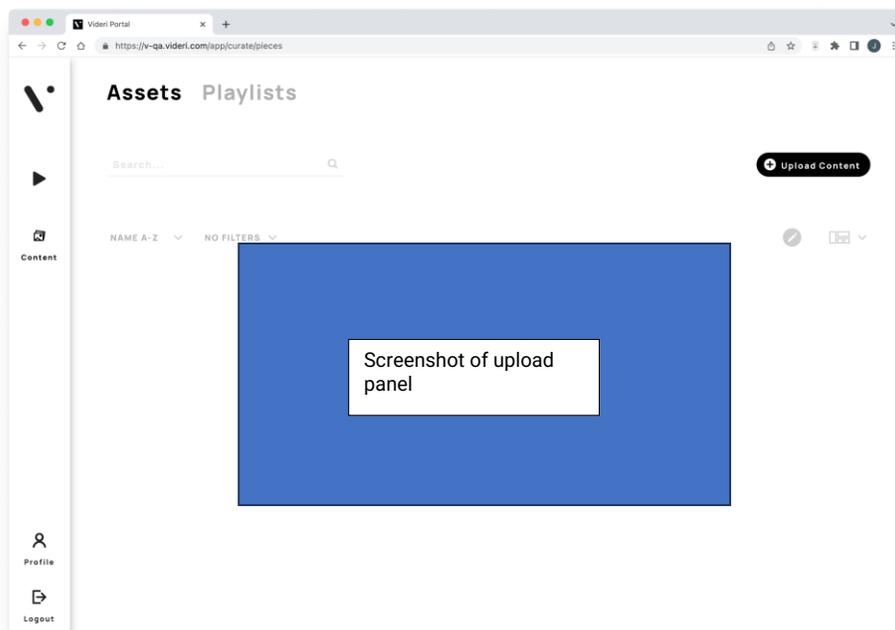
[This mockup is how the initial view SHOULD appear.

"Canvases" should be highlighted in the sidebar to show that it is selected by default.]

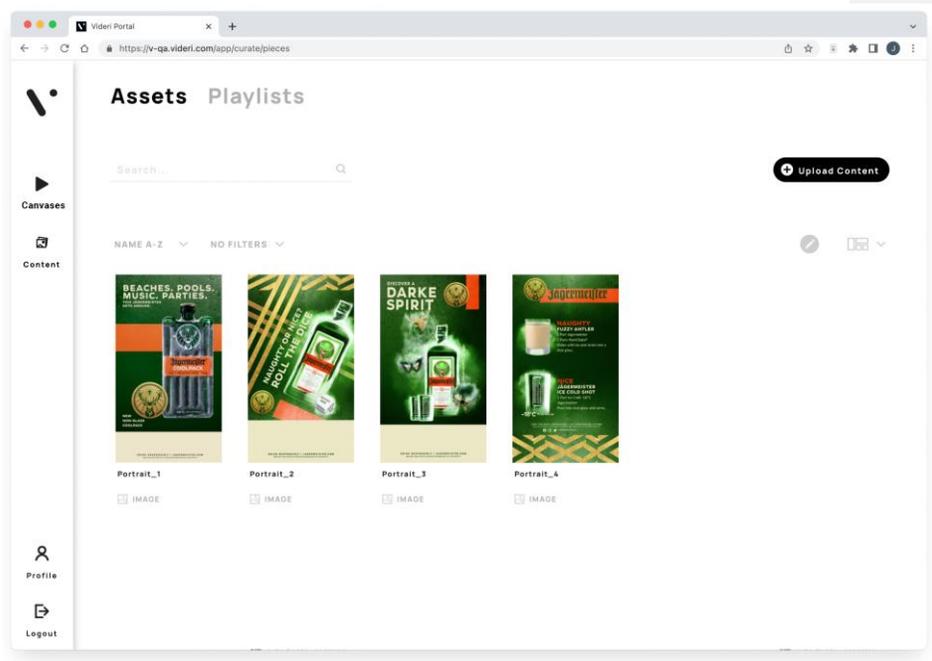
[All screenshots shown in this section are mockups, not actual state of Ops Portal Lite]

3. **First, you'll upload images or video to the Videri cloud to make them available to your Canvas.**

Click "Upload Content." Select the files you wish to upload from your computer, or drag them into the upload area. Use images and videos that are sized to your screen: 1920 x 1920 pixels for the VQ, and 1920 x 1080 pixels for the V4. See the [Best Practices guide](#) for detailed content specifications. (Print-ready files, such as those used for posters, are typically much larger than this and will appear sharp on your screen. If you have any questions about resolution, speak to your designer.)



4. Next, click the asset you want to appear on your Canvas.



5. Click the clock icon below the asset.

The screenshot shows a web browser window with the URL <https://v-qa.videri.com/app/curate/pieces>. The page is titled "Assets" and features a sidebar with navigation options: "Canvases" and "Content". The main content area displays an asset titled "Portrait_1" with a thumbnail image of a Jägermeister Coolpack advertisement. The advertisement text includes "BEACHES, POOLS, MUSIC, PARTIES. THIS JÄGERMEISTER GETS AROUND." and "NEW NON-GLASS COOLPACK". Below the thumbnail is a circular clock icon. To the right of the thumbnail, the asset details are shown:

Name: Portrait_1
1.91MB
Description: [Empty text box]
About this Asset
File name: Portrait_1.jpg
ID: 243882
Upload date: Wed Feb 05 2020
Dimensions: 1080 x 1920 (px)

6. Choose the start and end days for the asset to display.
Click the Canvas on which to display the asset.

Schedule

Scheduling Planner

Start **02/24/2023**

End **03/24/2023**

Choose Canvases

Search...

NAME A-Z NO FILTERS

0 selected Select all

qab03-v5

Name
Portrait_1

Starting today, Portrait_1 will run for 27 days until March 24, 2023.

Save

7. The selected Canvas appears below the selected asset. Click "Save" and the asset will appear on your Canvas. It may take a few seconds to appear.

Schedule

Scheduling Planner

Start **02/24/2023**

End **03/24/2023**

Choose Canvases

Search...

NAME A-Z NO FILTERS

0 selected Select all

qab03-v5

Portrait_1

Starting today, Portrait_1 will run for 27 days until March 24, 2023.

qab030-v5

Save