



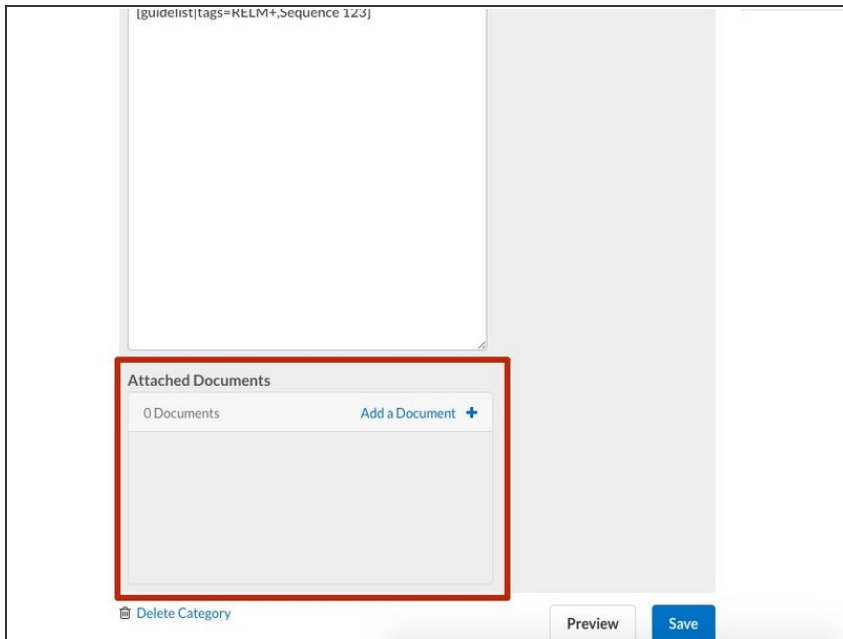
How to Upload a Document to a Category

PDF Word Excel Powerpoint Document

Written By: Kristen Sowatsky

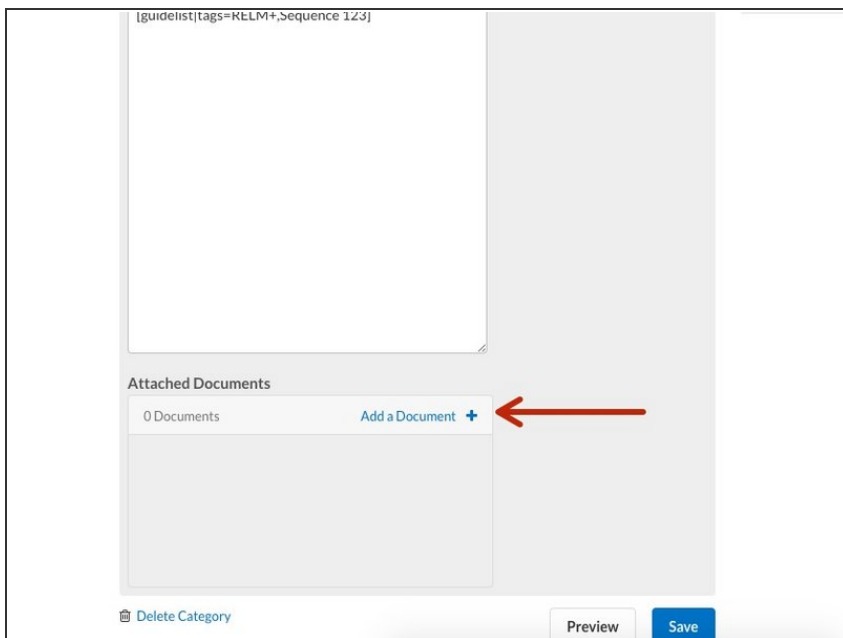


Step 1 — How to Upload a Document to a Category



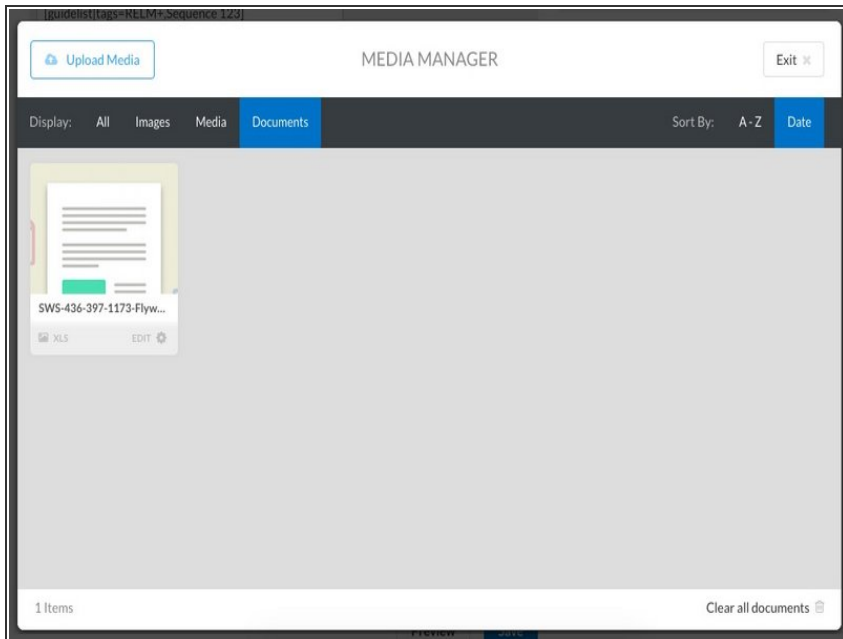
- Edit the category and scroll down to the attached documents section.

Step 2



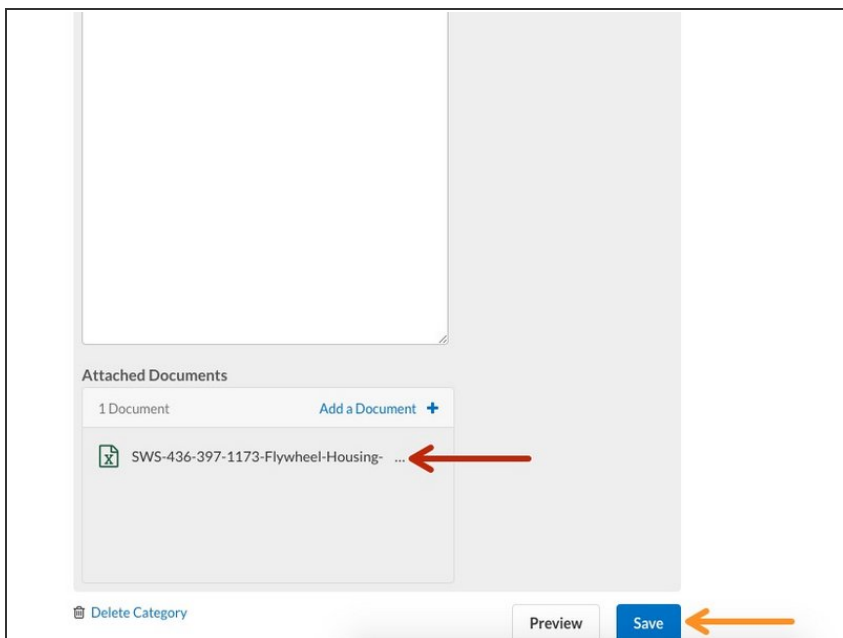
- Click on Add a Document.

Step 3



- Upload your document to the Media Manager.

Step 4



- Select the document.
- Save the category.