



African Healthcare Resource

Step by step guide: Adding a video or podcast

 ± 2 - 4 Minutes for required information

When you add a video or podcast, it is listed on your profile as well as in our **knowledge centre**.

The knowledge centre is a place where anyone can go to get information about anything related to healthcare. This is a **free resource** that we have established for individuals to find information. Only registered members of Therapists Africa can contribute to the knowledge centre, ensuring that all information comes directly from registered healthcare practitioners.

Step 1

Log into your admin page on the main website

 < 1 Minute

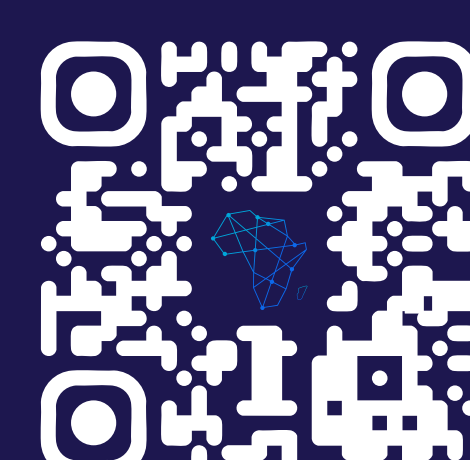
1. Click on the **login button** on the home page: <https://therapists.africa>
2. Enter login details.
3. **Click on your name** in the top right corner.
4. Click on **View Profile**.

Step 2

Admin page – add a video or podcast

 ± 2 Minute

1. Go to the navigation bar on the left of the screen in desktop or the top of the screen in mobile (it is in dark blue)
2. Select **Add video or podcast**
3. Complete the information required and upload your video or podcast
4. Select either of the following:
 - Select **Save** to complete it later
 - Select **Publish** to add it to your profile and the knowledge centre
 - Select **Preview** to view your video before publishing



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Step
3

Admin page – manage your videos

You can edit, remove or add more videos in your admin page.

1. Go to the **Contributions and Referrals box**
2. Select **manage own articles, videos and podcasts**
3. Navigate to the video or podcast you would like to edit and follow the instructions.

