



ADDING A DOWNLOAD

1. Log onto the eMAGC editor by going to www.yourwebsite.com/eMAGC
2. Click on **NAV & CONTENT MANAGER** tab on left
3. Click on page you wish to add a **DOWNLOAD** to
4. Click **FILES** on the right and then click **UPLOAD**
5. Fill out the **FILE DESCRIPTION** and **BROWSE** to upload a file
6. Click **SUBMIT** and the faded screen under **UTILITIES** to show the file
7. If you have more changes go to **CONTENT**, then after all changes are made, click **SUBMIT** at the bottom of the page and **CLOSE WINDOW**

