

Creating a Publishing Point

Note:When you create a publishing point for a video clip, you're making the video publicly accessible regardless of any view page restrictions or rules.

Complete the following steps to create a Publishing Point:

- 1. Click the **Events**, **Archives**, or **Encoders** tab depending on the type of Publishing Point you want to deliver.
- 2. Select the item.
- 3. Click Edit.
- 4. Click the **Publishing** subtab.
- 5. Click New.

⊚gran	icus. Pl	easantville					Julius Caesar 🔻	Help & Training 🔻
		Archives	Reports	Training			Search	
Basic	Agenda	Minutes	Captions	Trimming	Publishing	load Finished		
Publish Points for Pleasantville City Council								
Name					Title			Template

Publishing Subtab

- 6. Edit the basic information for the Publishing Point.
- 7. Click Save.

New Publishing Point for Pleasantville City Council

Name:	New Publish Point
Title:	Pleasantville City Council
Text:	Optional Additional Information goes
Player Template:	Default Player
Starting Index:	No Index - Start at beginning

Save

- 8. Confirm the Publish Points Home page opens.
- 9. Select the **Publishing Point**.
- 10. Click the **Get HTML** button (this creates the Publishing Point or web address).
- 11. Copy and paste the appropriate URL.

URL	Description
Direct Link	Launches the associated video in the Player Page with all supporting documentation.
With JavaScript	Adds to an existing website that supports JavaScript.
No JavaScript	Use for sites without JavaScript.
Minutes Link	Launches a document page containing the minutes associated with the archive.