

Please find instruction sheet that outlines the steps to change/update your advertisement once it is listed.

1. Go to <http://www.classifieds4physios.com.au/> website.
2. Click Blue button (with person icon) and then click on My Advertisements.



3. Click "Update" button.

MY ADVERTISEMENTS						My Profile / My ads / Page 1
Name	Category	Location	Status	Date		
Sample advertisement	Locum available - Member	QLD	Unavailable	02-08-16	<div style="display: flex; align-items: center;"><div style="border: 1px solid blue; padding: 2px; margin-right: 5px;">☰</div><div style="border: 1px solid red; padding: 2px; margin-right: 5px;">✎</div><div style="border: 1px solid red; padding: 2px;">Update</div></div>	

4. Change details as required. You can also change category and location as well.

Title

Category

Location

Description

B I U [List Icons] [Link Icon] [Image Icon] [YouTube Icon] [Attachment Icon]

testest
change made!

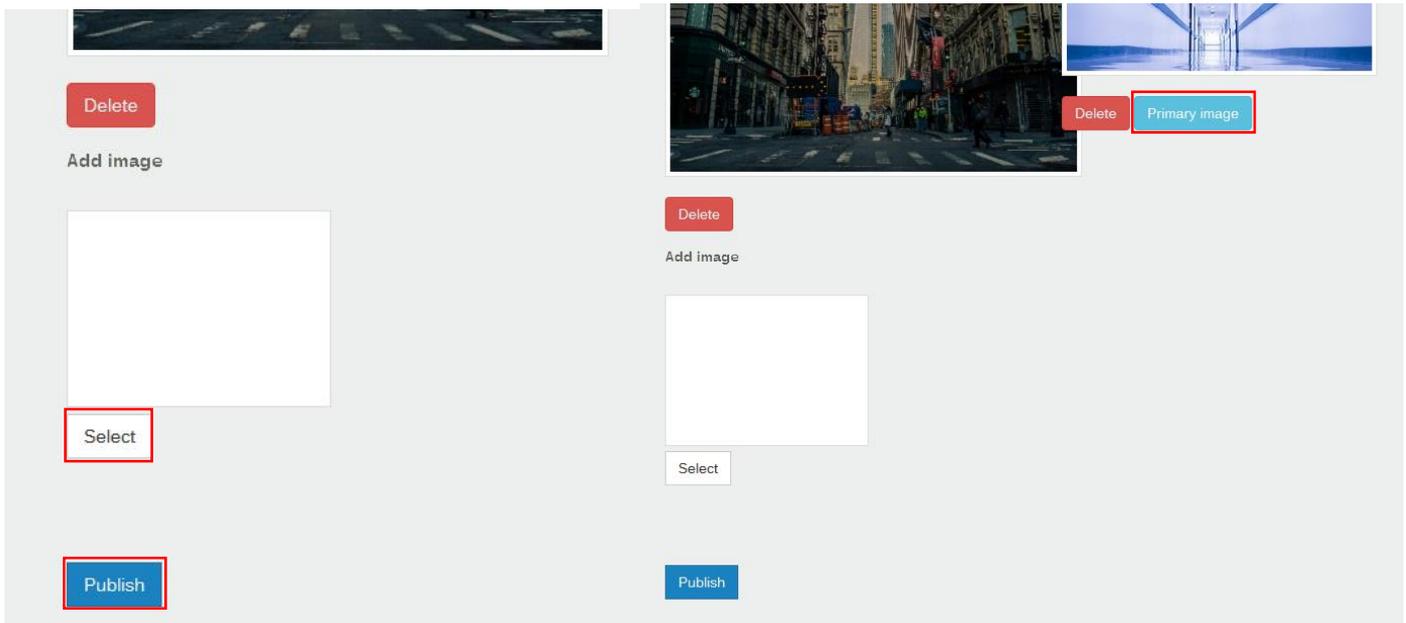
Phone

Address

Price

Website

5. You can add an image by clicking the “Select” button on your image section or delete a current image to replace with a new one. You need to add an image one by one, which means you need to upload an image and then press “publish” button and add the next one repeating the same process.
- Below: uploading new image
 - Below: After upload press publish button



6. You can select primary image which will then be the main image displayed followed by the other images that you have loaded. Simply click on Primary image button to change setting and the image without Primary image button will be the current primary image.

Please note: Once you update your ad, it will be disabled due to content review by the APA. You will be notified once the ad has been published again via email.