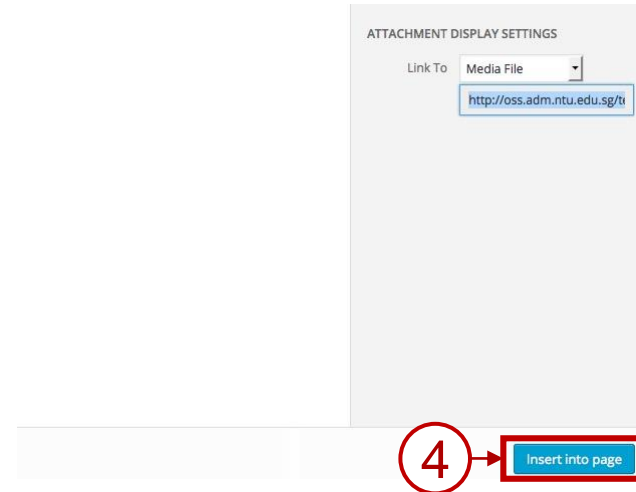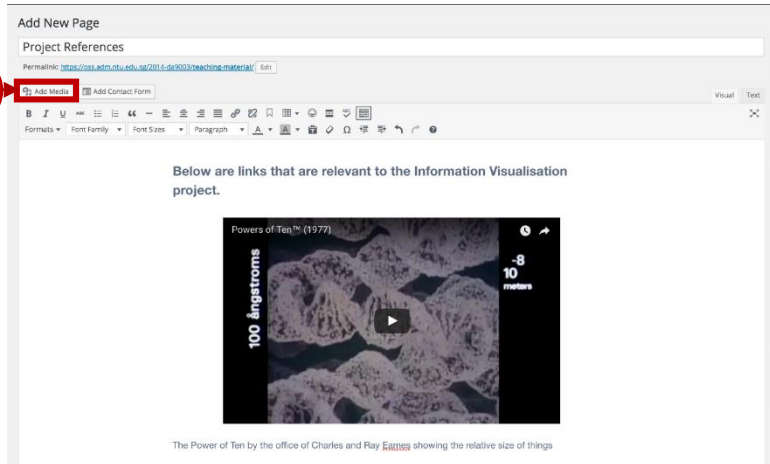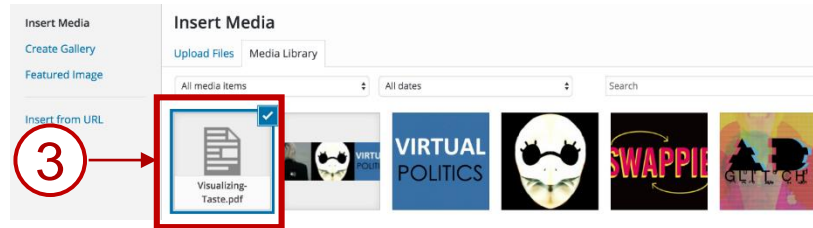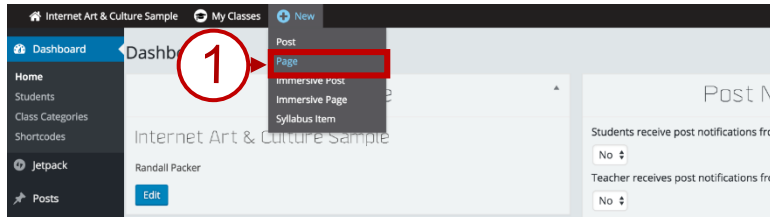# OSS Quick Guide: Posting Additional Material

In this guide, you will learn how to post additional material
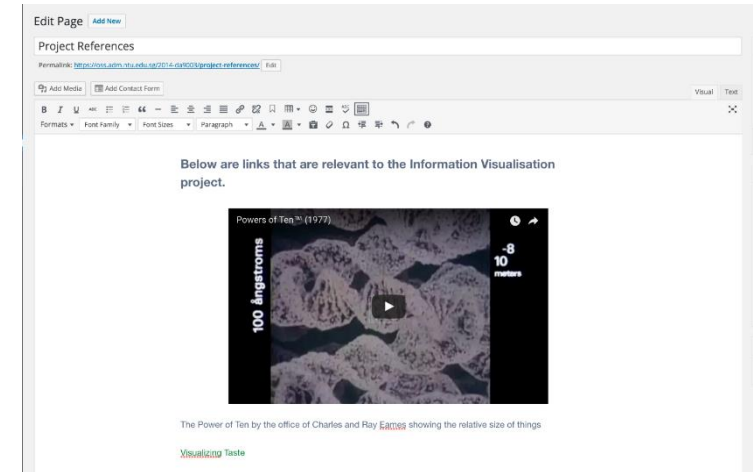
Steps / Action Descriptions

1. Go to the Dashboard, click on **NEW PAGE**
2. Click on the **ADD MEDIA** button.
3. Select the **MEDIA** to insert into the page.
4. Click on **INSERT INTO PAGE** button
5. Click on **PUBLISH** button to complete the processes.