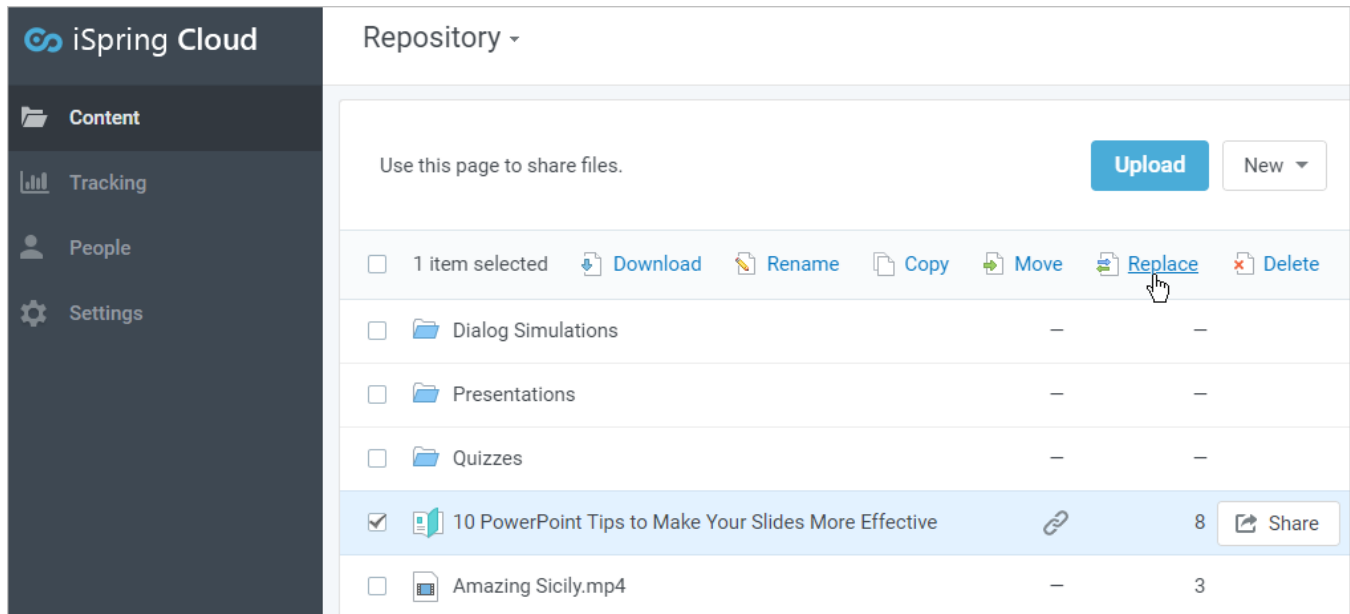


Replace Content

The iSpring Cloud web interface allows you to replace presentations, media files, documents, and images. To replace the content of the above file types, please follow the instructions below:



The screenshot shows the iSpring Cloud web interface. On the left is a dark sidebar with the iSpring Cloud logo and navigation links: Content, Tracking, People, and Settings. The main area is titled 'Repository' and contains a message 'Use this page to share files.' with an 'Upload' button and a 'New' dropdown. Below this is a table of content items. A context menu is open over the item '10 PowerPoint Tips to Make Your Slides More Effective', showing options: Download, Rename, Copy, Move, Replace (highlighted with a mouse cursor), and Delete. The table has columns for selection, name, a link icon, a count, and a share button.

	1 item selected	Download	Rename	Copy	Move	Replace	Delete
<input type="checkbox"/>	Dialog Simulations						
<input type="checkbox"/>	Presentations						
<input type="checkbox"/>	Quizzes						
<input checked="" type="checkbox"/>	10 PowerPoint Tips to Make Your Slides More Effective						8 Share
<input type="checkbox"/>	Amazing Sicily.mp4						3

1. Select the **Content** tab in the title menu and you will see the list of content with a list of the entire account content.
2. Find the element that you would like to replace by paging or searching and select it in the list.
3. Right-click the content title and click **Replace** in the context menu for the "Browse..." dialog to appear.
4. Select the file you are going to upload.
5. Click **Upload** and wait until the process is completed.