

Documents

The Documents module can be used to display a list of documents relevant to the event.

The documents must be added to the library section first. To do this go to libraries - documents and then drag and drop your documents in. There is a size limit of 10MB to the size of each document and if the document exceeds this then it won't upload.

Once uploaded you have the option to **download, rename or delete the document.**

Once uploaded you can then choose which ones you would like to display within the documents module.

Documents can also be linked to an agenda session by going into that particular sessions and navigating to the documents tab. As long as your document is already uploaded to libraries you'll be able to search for it and link it here.

Documents can also be linked to people or company profiles. To do this you need to locate the profile, click the edit pencil and scroll to document and search for the one you need.

crowdcomms. Becky Kassiri [Return to legacy dashboard](#) [Before you go, tell us what you think](#) [Chat with Support](#)

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MANAGE YOUR MODULES

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Documents

Display | Settings

Display Filter
Select between displaying all or a list of selected documents in this module.

All Documents
This module will display all documents within your documents library

Specific Documents
This module will only display selected documents

Module Preview
View which documents will appear in this module as well as the order they they will appear in

DOCUMENT NAME	TYPE	Link documents
 No results found!		

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