-
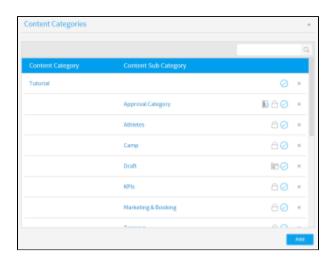-
-
  -
  -
  -
    -
- /
- /

2

-
-

1. **:**
2. **:**
3. **:**
4. **:**
5. **:**

Content Category

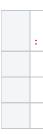Provide a name and description for the folder

Folder name: Sales Figures

Description:
This category is to be used to store reports for the sales team.

Level: ● Category ○ Sub Category

Sort Order: 0

Status: ○ Draft ● ✓ Active

Save   Cancel

1. :
2. :
3. :
4. :
5. : 1
   : 1
6. :
7. :

Content Category

Provide a name and description for the folder

Folder name: Sales Team

Description: This sub category is to be used to contain reports on the sales team stats.

Level: ○ Category ● Sub Category

Parent Category: Sales ▼

Draft Content Storage: ☐

Sort Order: 0

Status: ○ ⚙ Draft ● ✔ Active

-
-

Publish Access and Approvals

Who should be able to publish public Reports to this category?

Publish Rights: ○ Users with Functional Access
● Experts only or with Expert approval

Expert: Teresa Pringle [Search]

:	

Report Version History

How should archived report result sets be handled?

Version History: ◯ Only keep the latest result set
 ⦿ Keep archived report result sets

Max Size for cached data: `1000` KB

Items Displayed: `20` (Max)

Delete Period: `5` `Year ▼` (Archived results will be deleted)

1. :
2. :
3. :

3

	1

:

1

Content Security and Access

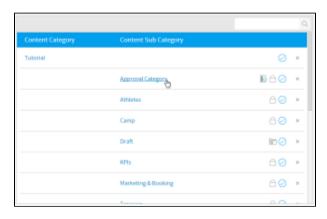Who should have rights to access Content in this category?

Security Type: Access Security Level Required ▼

Only users with the right level of Access Security can access this content.

Member Selection		
Add: **Search**		
Access List:		
Admin Users	Read ▼	✕

/

/

x

Content Category	Content Sub Category			
Tutorial			⊘	×
	Approval Category	📄 🔒 ⊘		
	Athletes	🔒 ⊘	×	
	Camp	🔒 ⊘	×	

Are you sure you want to permanently delete this category from the system?

Ok   Cancel