

News/ Add New News

In the news section, you can add the News & Event that will appear on the website & Mobile.

To add the news you have to click on **ADD NEW NEWS** where you have to

- Select the club.
- Select the **publishing start date & End date** for when the news will be published for the member/public.
- Select the banner image up to **2500*1667**
- Select the news **occurrence** date.
- Select Start & End time for the news. (optional)
- Give **News Title** in **ENG & AR** for the News & Event.
- Give the **News Description** in **ENG & AR** up to 180 characters.
- Give the Content of the news & event in ENG & AR. Then click on **ADD NEWS** the news will be added and you can see the news from NEWS LIST.

The screenshot shows the 'Add News' form interface. On the left, a dark sidebar contains a navigation menu with items like 'Follow Up', 'Clubs', 'Corporates', 'Subsidiaries', 'Reports', 'Roles & Permissions', 'News', 'News List', 'Add New News', 'FAQs List', 'Employees', 'Members', 'Flex Fitness', 'Subscription Packages', 'O2O Program List', 'Instructor', and 'Classes'. The 'News' and 'Add New News' items are highlighted with red boxes, and a red arrow points from 'Add New News' to the form. The form itself is titled 'Add News' and has a 'Detail' section. It includes the following fields: 'Club*' (a dropdown menu with 'Select one'), 'Publishing (Start Date)*' (a date picker), 'Publishing (End Date)*' (a date picker), 'Banner Image(2500 x 1667)*' (a file upload button labeled 'Choose file' with 'No file chosen'), 'Occurrence Date*' (a date picker), 'Time (From)' (a time picker), 'Time (To)' (a time picker), 'Title*' (a text input), 'Title (AR)*' (a text input), 'Description*' (a text area), 'Description (AR)*' (a text area), 'Content*' (a large text area), and 'Content (AR)*' (a large text area). An 'Add News' button is located at the bottom right of the form.

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