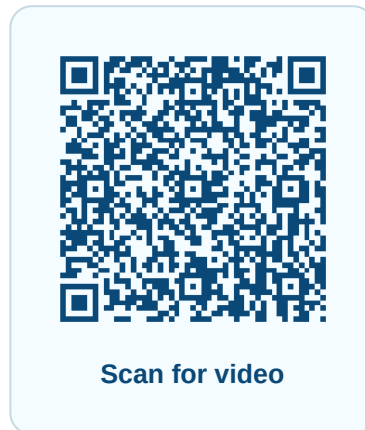


Content library - filters

Step-by-step instructions for Content library - filters in Express Me.

Watch the video, follow the steps, or open the complete transcript for a text version of the instructions.



Step-by-step instructions

1

Open the content library

Tap the profile icon in the top right and choose **Content library**.

2

Search by term

Enter a search term, for example **MediSign**, and tap **Search**.

3

Filter by symbol set

Tap a symbol set such as **Sclera**, tap **Confirm** and search again.

4

Filter by tile type

Choose **Category** as the tile type and tap **Search** to find categories only.

5

Duplicate the result

Open a result, tap **Duplicate in this category** and leave the edit mode.

Complete transcript

▼ Read the complete video transcript

Hi, I'm going to show you how to easily search in our Content Library. We're going to use filters for this. To go to the Content Library, we click on the profile picture at the top right and then on the bottom option, Content Library. Once we're there, we can search for tiles.

What you see is that we can enter a search term, but we can also use different filters. We have different symbol sets, we'll get to that in a moment. And we have different tile types that we can search on. Let's start by searching for MediSign and just not fill in anything else, just search. What you see is that we get many different kinds of images.

But suppose we want to view a specific symbol set, namely Sclera. Then we can click on it, confirm, and then search again. And then you see that you only get images from Sclera. Let's remove this. And suppose that as a tile type we only want to see categories instead of normal tiles.

Then we can say: search. And then you see that it finds a category. What we can do then is open this category by clicking on it. And we can see: there are quite a lot of images in it, that's what we're looking for. Then we can go back and say: I'd like to duplicate this. And then you can say: yes, please duplicate in this category.

Then we can leave the content, the edit mode. And then here you see a new category: Medication and rescue medication. And if we click on it, we see that the whole category has been duplicated to our own content library.