

Uploading a PDF Allergen Table to Website Scribe[®]

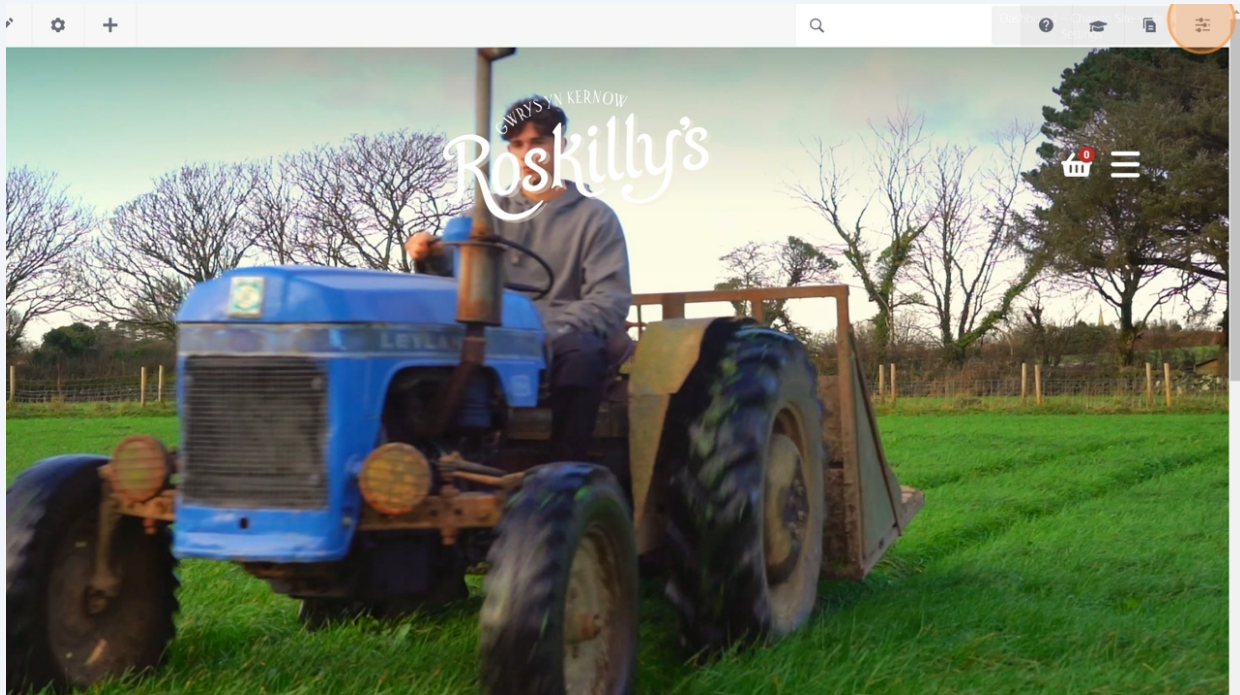
1

Navigate to <http://roskillysco.wwwn11-sr2.supercp.com/>



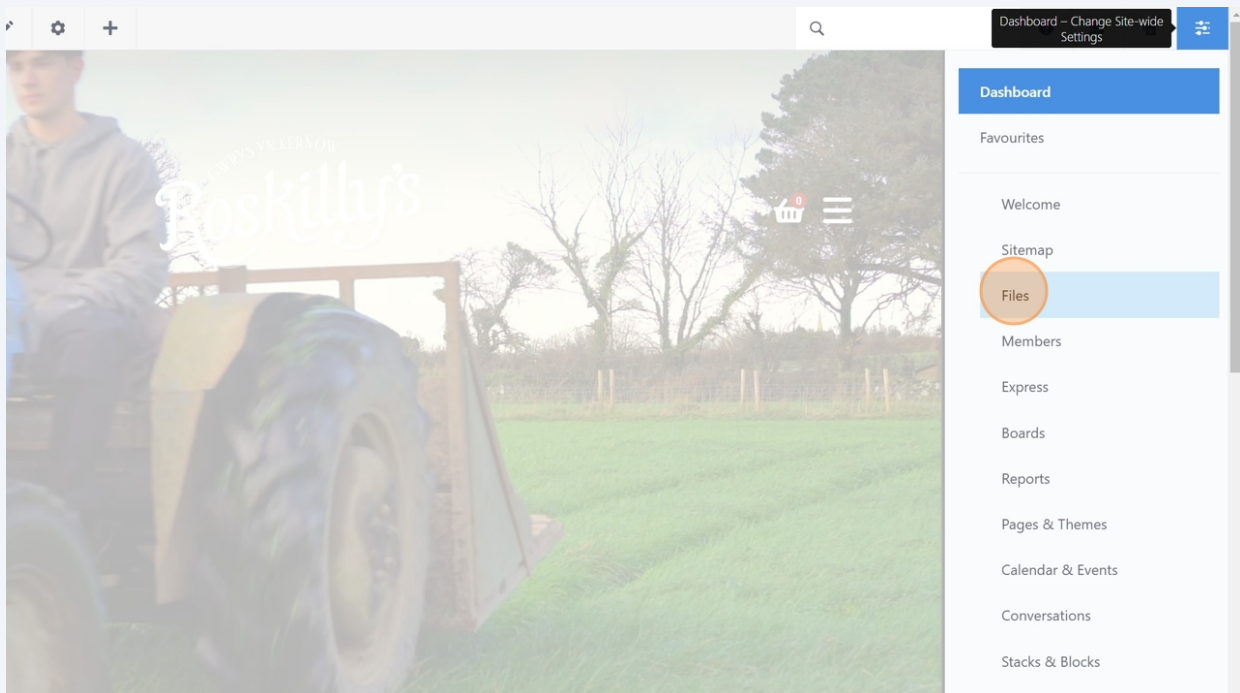
2

Click this icon.

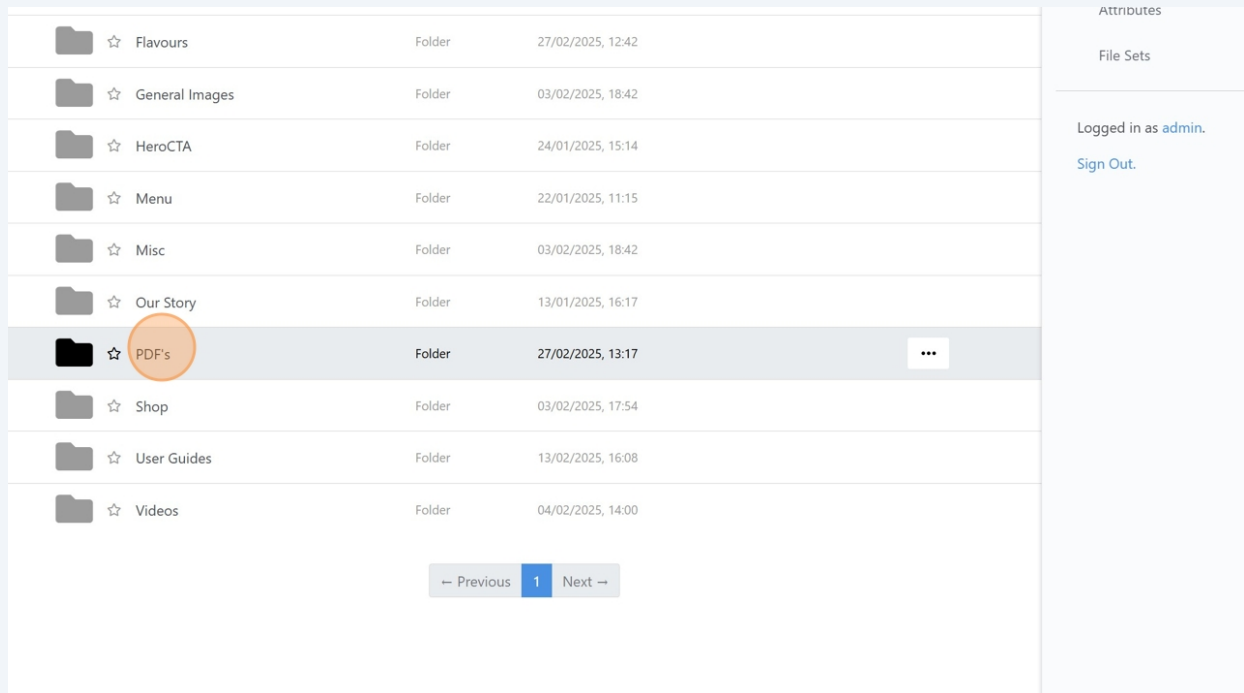


3

Click "Files"



4 Click "PDF's"

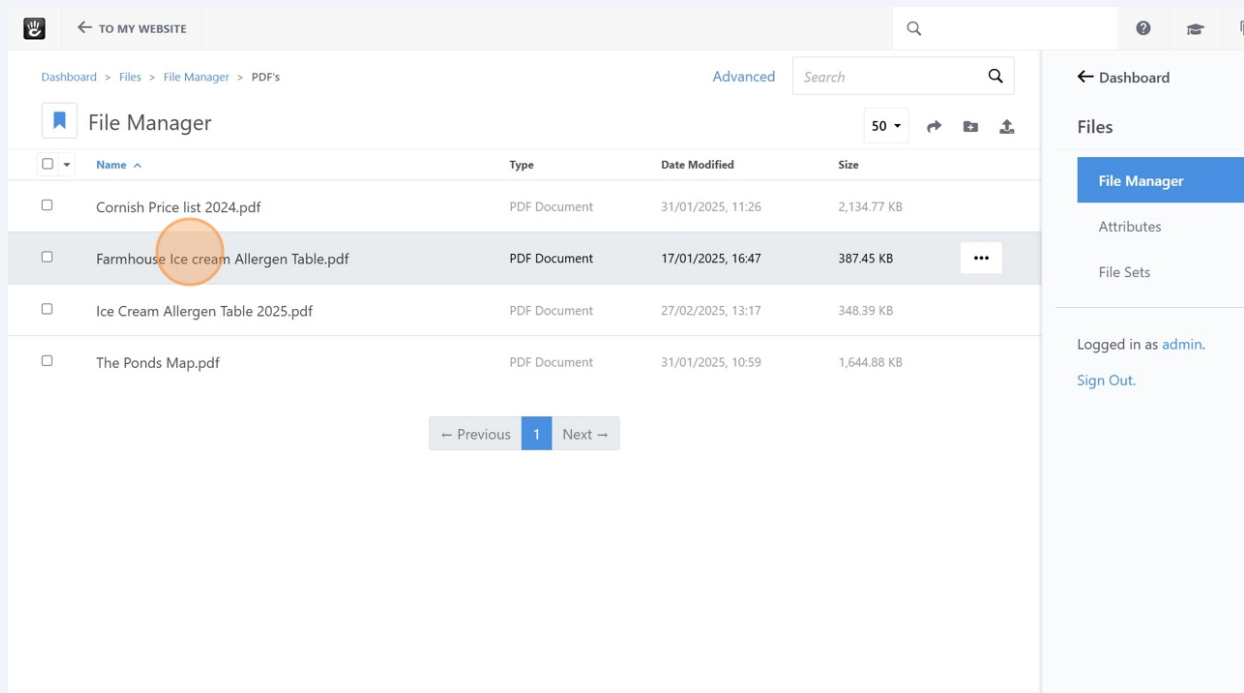


The screenshot shows a file manager interface with a list of folders. The 'PDF's' folder is highlighted with an orange circle. The interface includes a sidebar on the right with 'Attributes', 'File Sets', and 'Logged in as admin. Sign Out.' The main area displays a table of folders with columns for folder name, type, and date modified. The 'PDF's' folder is the 7th item in the list.

Folder	Type	Date Modified
Flavours	Folder	27/02/2025, 12:42
General Images	Folder	03/02/2025, 18:42
HeroCTA	Folder	24/01/2025, 15:14
Menu	Folder	22/01/2025, 11:15
Misc	Folder	03/02/2025, 18:42
Our Story	Folder	13/01/2025, 16:17
PDF's	Folder	27/02/2025, 13:17
Shop	Folder	03/02/2025, 17:54
User Guides	Folder	13/02/2025, 16:08
Videos	Folder	04/02/2025, 14:00

Navigation: Previous 1 Next

5 Click "Farmhouse Ice cream Allergen Table.pdf"

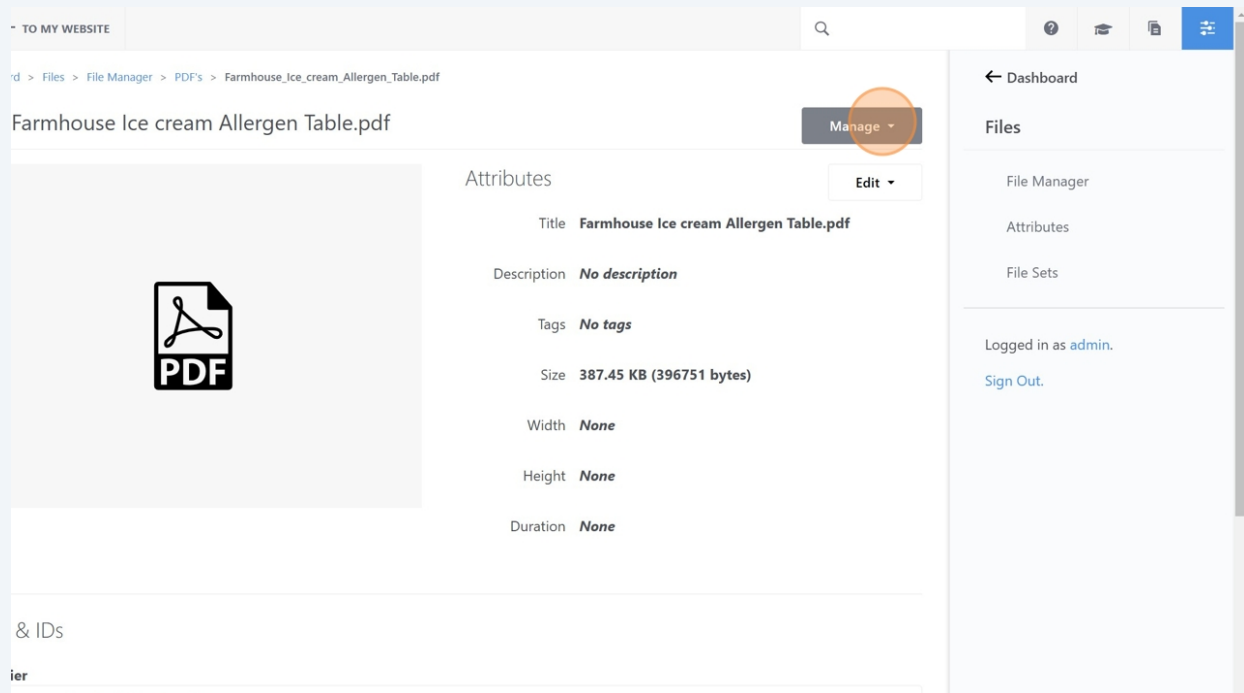


The screenshot shows a file manager interface with a list of PDF documents. The 'Farmhouse Ice cream Allergen Table.pdf' file is highlighted with an orange circle. The interface includes a sidebar on the right with 'Dashboard', 'Files', 'File Manager', 'Attributes', and 'File Sets'. The main area displays a table of PDF documents with columns for name, type, date modified, and size. The 'Farmhouse Ice cream Allergen Table.pdf' file is the 2nd item in the list.

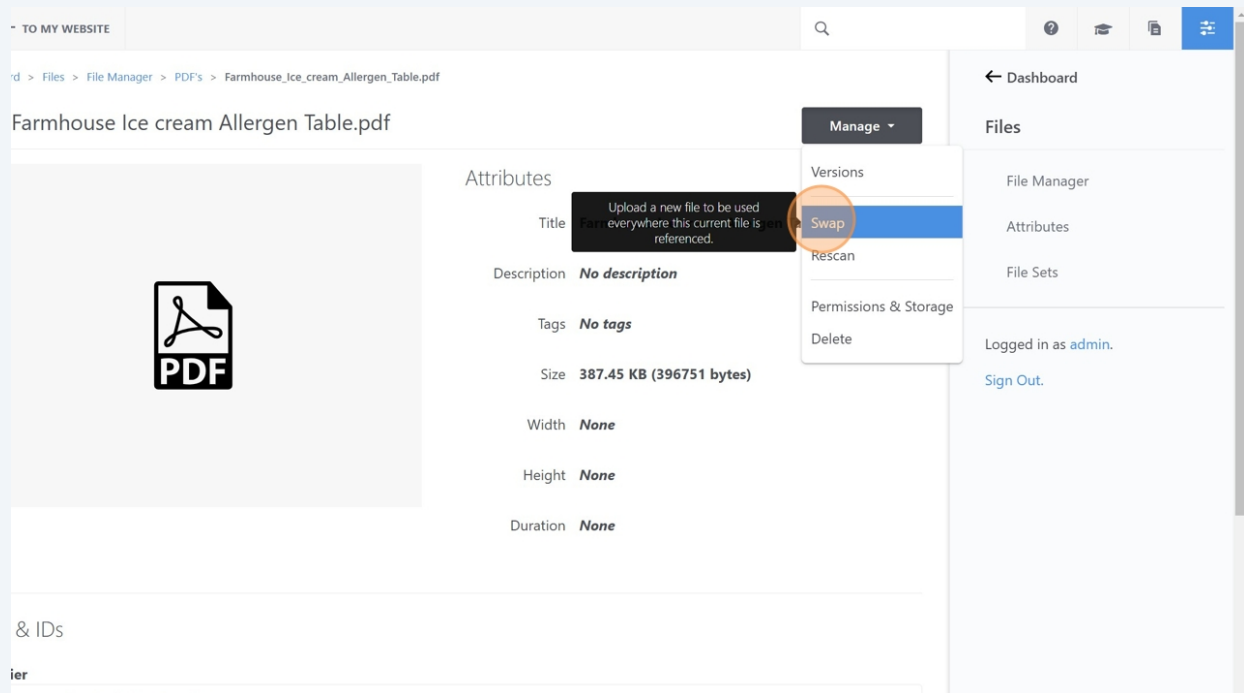
Name	Type	Date Modified	Size
Cornish Price list 2024.pdf	PDF Document	31/01/2025, 11:26	2,134.77 KB
Farmhouse Ice cream Allergen Table.pdf	PDF Document	17/01/2025, 16:47	387.45 KB
Ice Cream Allergen Table 2025.pdf	PDF Document	27/02/2025, 13:17	348.39 KB
The Ponds Map.pdf	PDF Document	31/01/2025, 10:59	1,644.88 KB

Navigation: Previous 1 Next

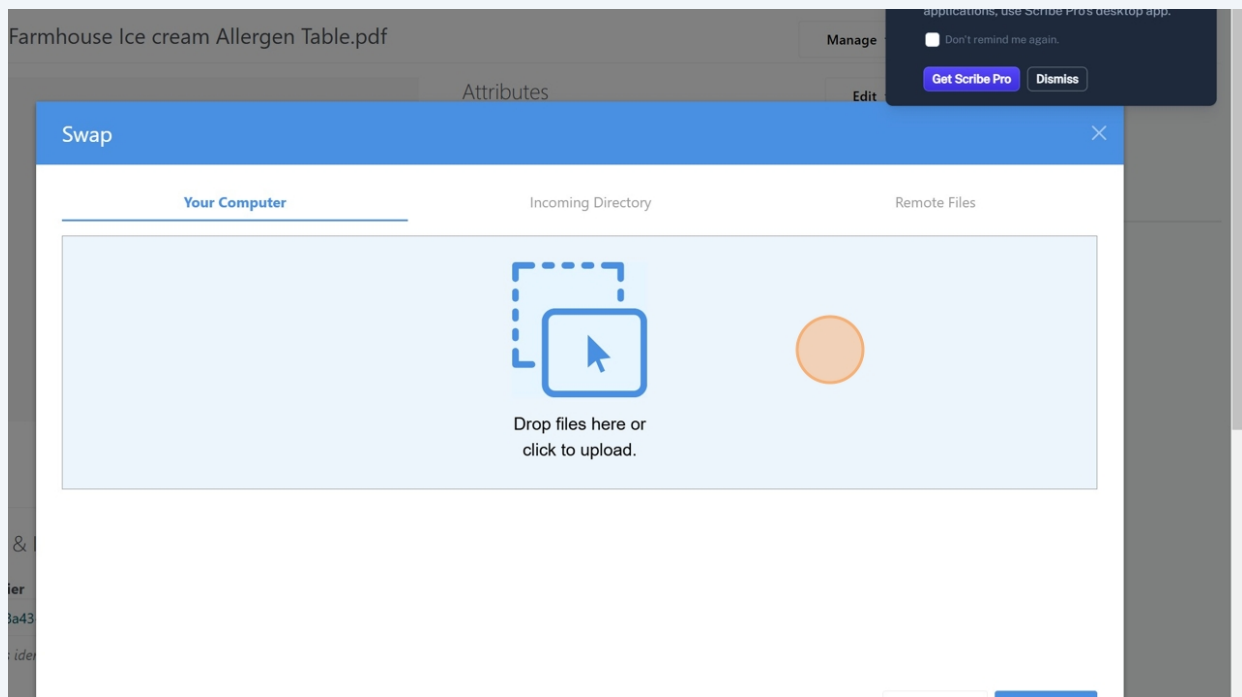
6 Click "Manage"



7 Click "Swap"



8 Click "Drop files here or click to upload."



9 Click "Import"

