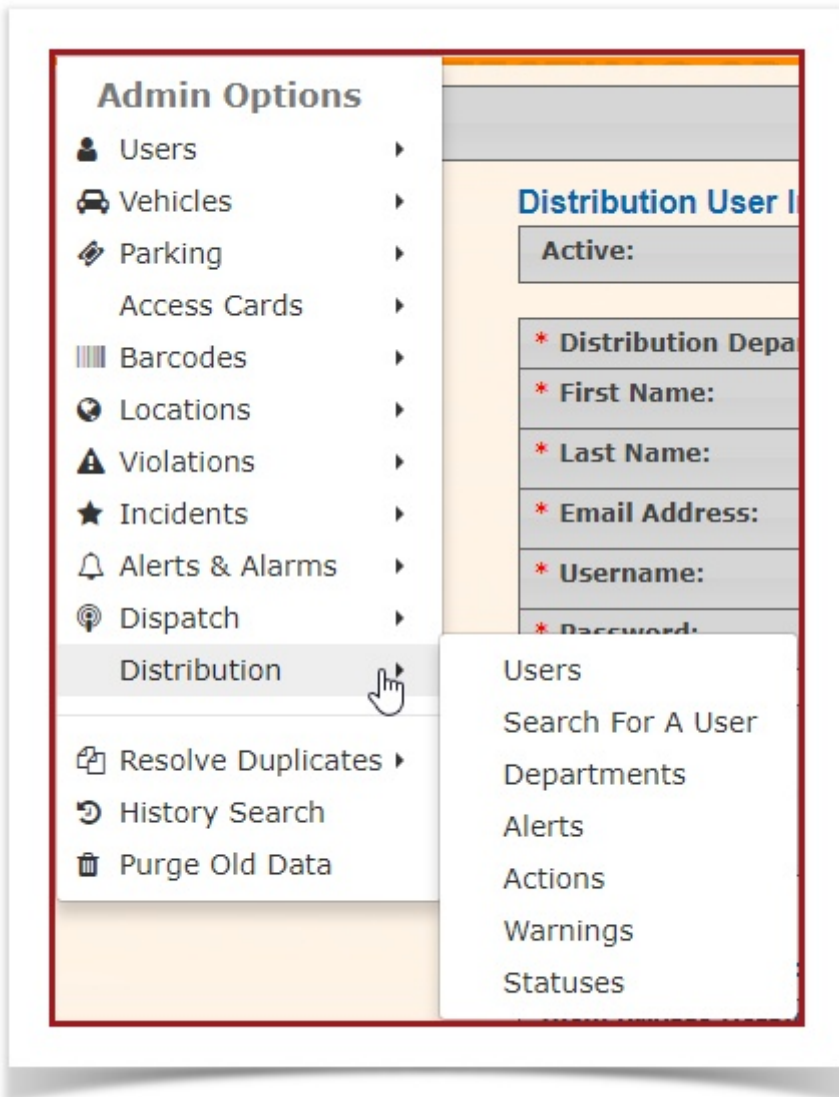
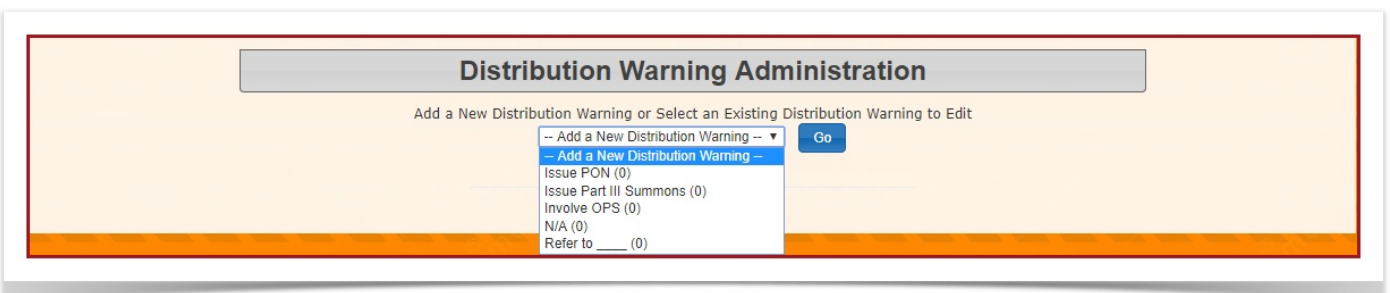


# Warnings - Distribution

1. Click **Admin Options, Distribution** and "**Warnings**".



2. The **Distribution Warning Administration** page displays. To **add** a new warning, click "**Add a New Distribution Warning**" and click "**Go**".



3. Once the page has refreshed, fill out the required information fields and click **"Add New"**.

Distribution Warning Administration

Add a New Distribution Warning or Select an Existing Distribution Warning to Edit

-- Add a New Distribution Warning --

Warning Name:

Demo

Sort Order:

6

Add New

4. To **edit** an existing Distribution Warning, click the dropdown menu and choose the warning you want to edit. Click **"Go"**. Once the page has refreshed, **edit** the items that you want to change on this warning and click **"Update"**.

Distribution Warning Administration

Add a New Distribution Warning or Select an Existing Distribution Warning to Edit

-- Add a New Distribution Warning --

-- Add a New Distribution Warning --

Issue PON (0)

Issue Part III Summons (0)

Involve OPS (0)

N/A (0)

Refer to (0)

Unicorn Warning (0)

Go

5. To delete/archive your selected warning, click **"Delete"**.

Distribution Warning Administration

Add a New Distribution Warning or Select an Existing Distribution Warning to Edit

Demo (0)

Action Visible:

☒ Yes ☐ No

Warning Name:

Demo

Sort Order:

6

Update

Delete