

How to replace a media source

- Navigate to your 'My Media' page. You will see your media arranged in a list. On the right side of the page, each entry will have an 'Edit' button. Select this to edit the media. You will also find an edit button on any of page where you can view media that you own. It will be below the video on the right, in the 'Actions' drop-down menu.
- Select the "Replace Video" tab.
- Click '+ Choose a file to upload' and select the file with which you want to replace the current media.
- Wait for the new media to upload.
- After the media has uploaded you will have the option to cancel or approve replacement. If you choose to cancel, the original media will not be replaced. If you approve the replacement, the new media will replace the original once the new media finished transcoding. *Note: The original media is not recoverable once replacement has been approved.*