

# How to toggle clip

- 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.
- On the edit page, choose the 'Options' tab to navigate to the options menu.
- Select whether anyone with access to the media can create clips or not.