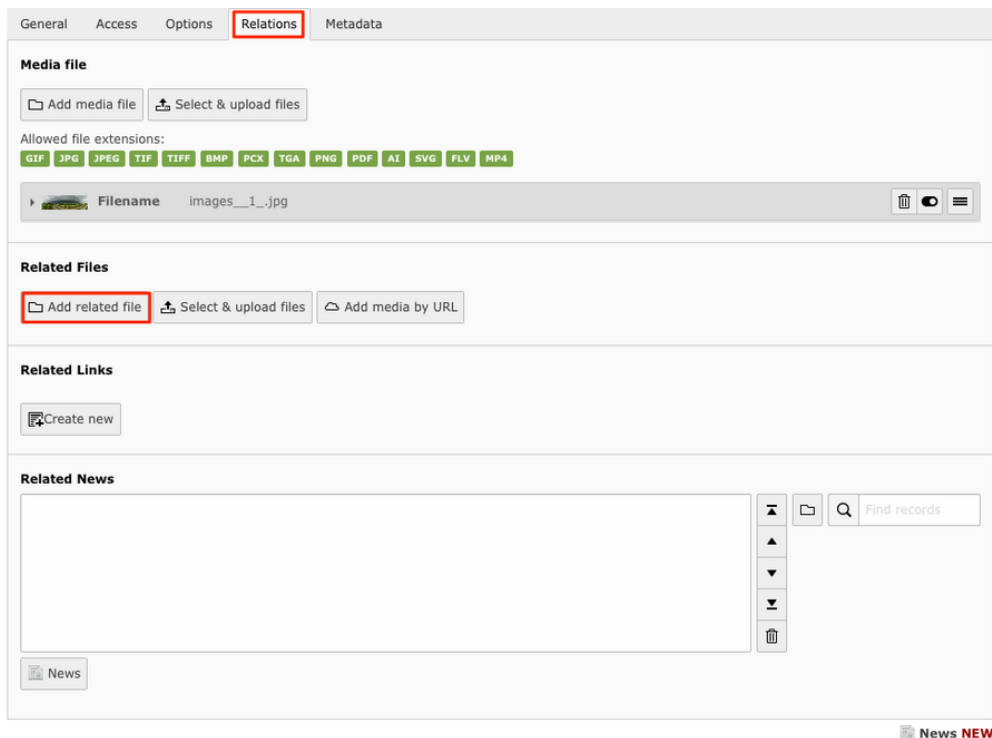


2.6 Add files to news article

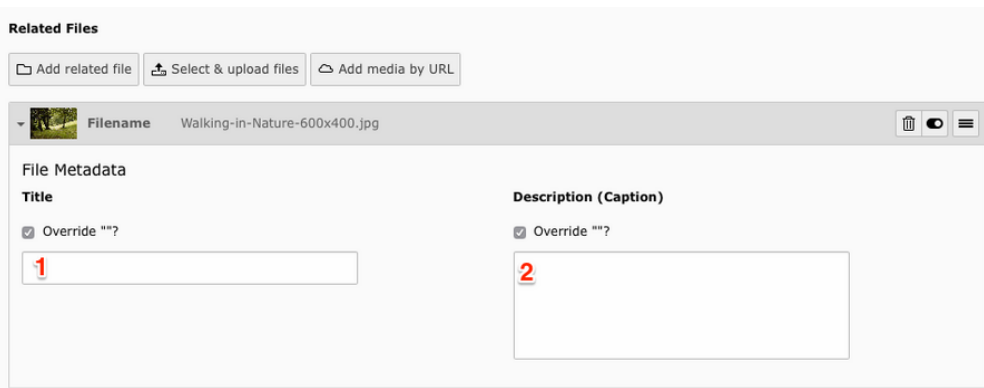
You can add files that will be downloadable below the news article. Go to the 'Relations' tab and below the section 'Related files' click 'Add related file'. Select the file from 'Filelist' in the popup window. (img. 2.6.1)



The screenshot shows the 'Relations' tab in the TYPO3 backend. The 'Media file' section at the top has buttons for 'Add media file' and 'Select & upload files'. Below it, a list of allowed file extensions is shown: GIF, JPG, JPEG, TIF, TIFF, BMP, PCX, TGA, PNG, PDF, AI, SVG, FLV, MP4. A file entry 'images__1_.jpg' is visible. The 'Related Files' section below has three buttons: 'Add related file' (highlighted with a red box), 'Select & upload files', and 'Add media by URL'. The 'Related Links' section has a 'Create new' button. The 'Related News' section is empty with a search bar and a 'Find records' button. A 'News' button is at the bottom left.

2.6.1

Add a 'Title' for the file (1), which will show as the link text and finally a short 'Description (Caption)' of the file (2). The latter is optional. (img. 2.6.2)



The screenshot shows the 'Related Files' section with the 'Add related file' button highlighted. Below it, a file entry 'Walking-in-Nature-600x400.jpg' is selected. The 'File Metadata' section has a 'Title' field with a red '1' indicating it is required. The 'Description (Caption)' section has a 'Description (Caption)' field with a red '2' indicating it is optional. Both fields have an 'Override ""?' checkbox.

2.6.2

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