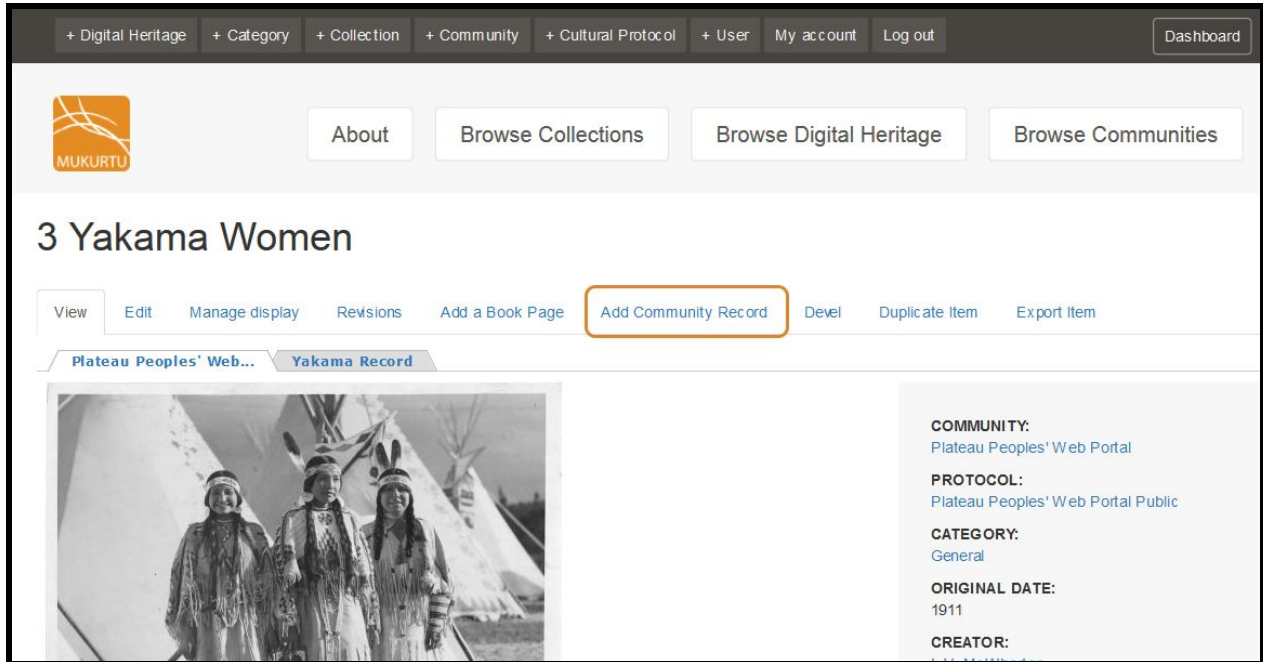


How to Create a Community Record

To add a community record, navigate to the digital heritage item and click **Add Community Record**.



All the same fields that are required when creating a digital heritage item are required here: **Title**, **Community**, **Cultural Protocol**, **Sharing Setting**, and **Category**. These can all be different from the original record.

Note that there is no media asset field in community records. All other fields are the same as a digital heritage item - refer to that handout for more instructions.

When the community record is complete, click **Save**.

