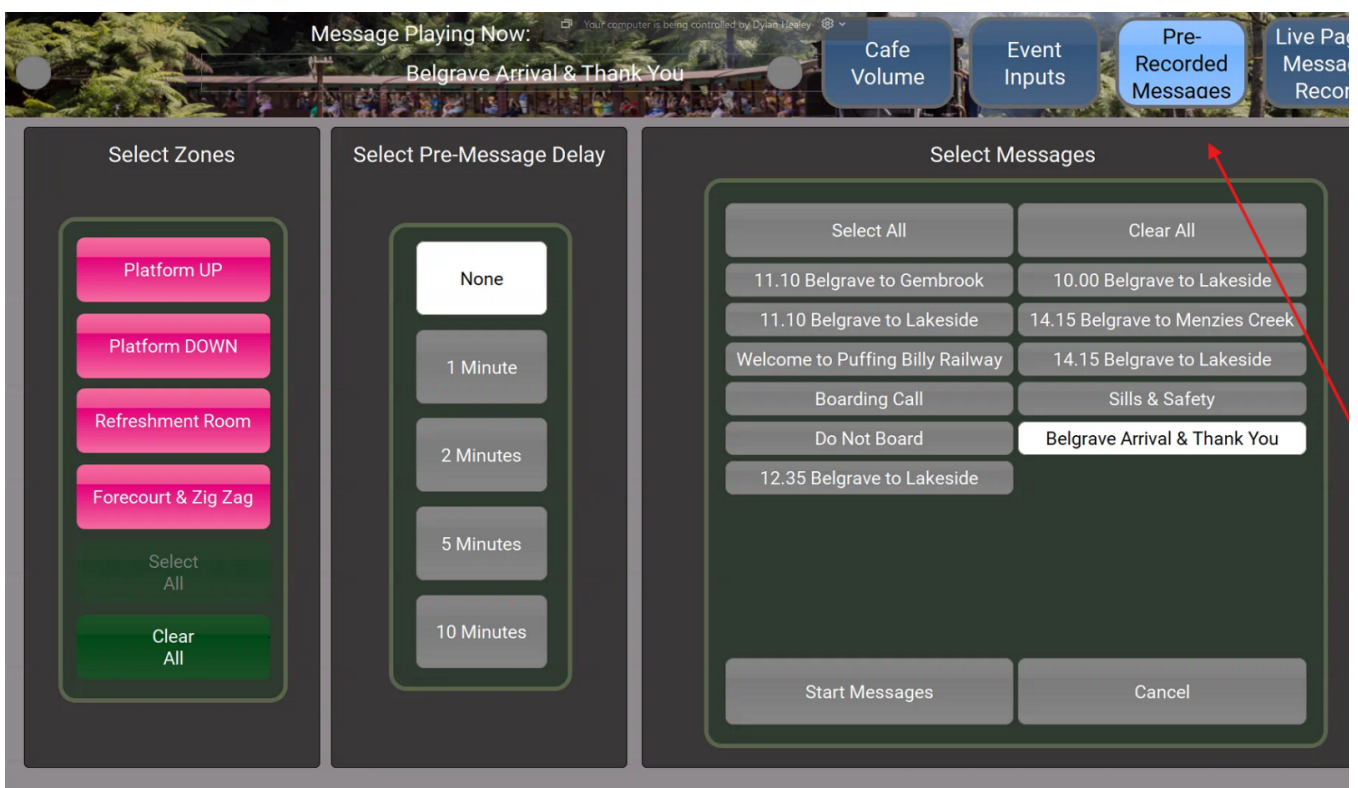
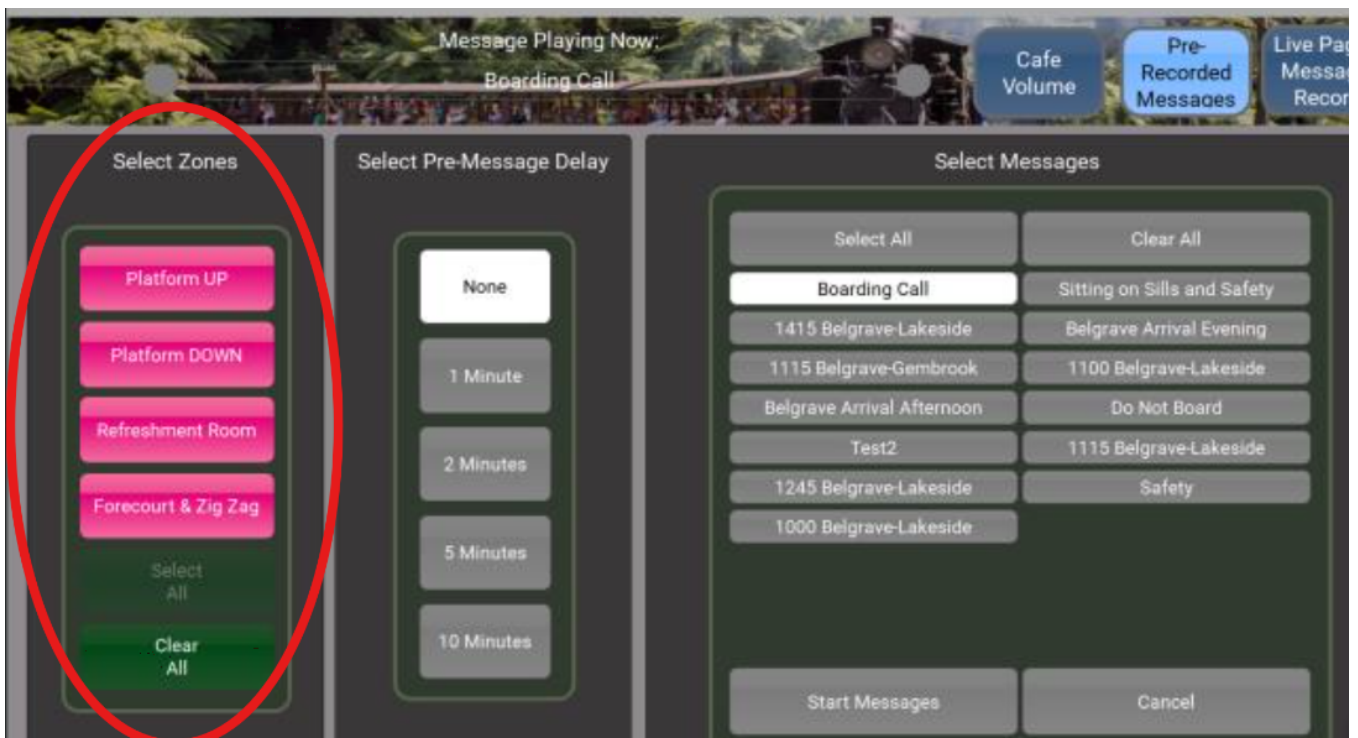


How to: Send a Pre-recorded Message (Training)

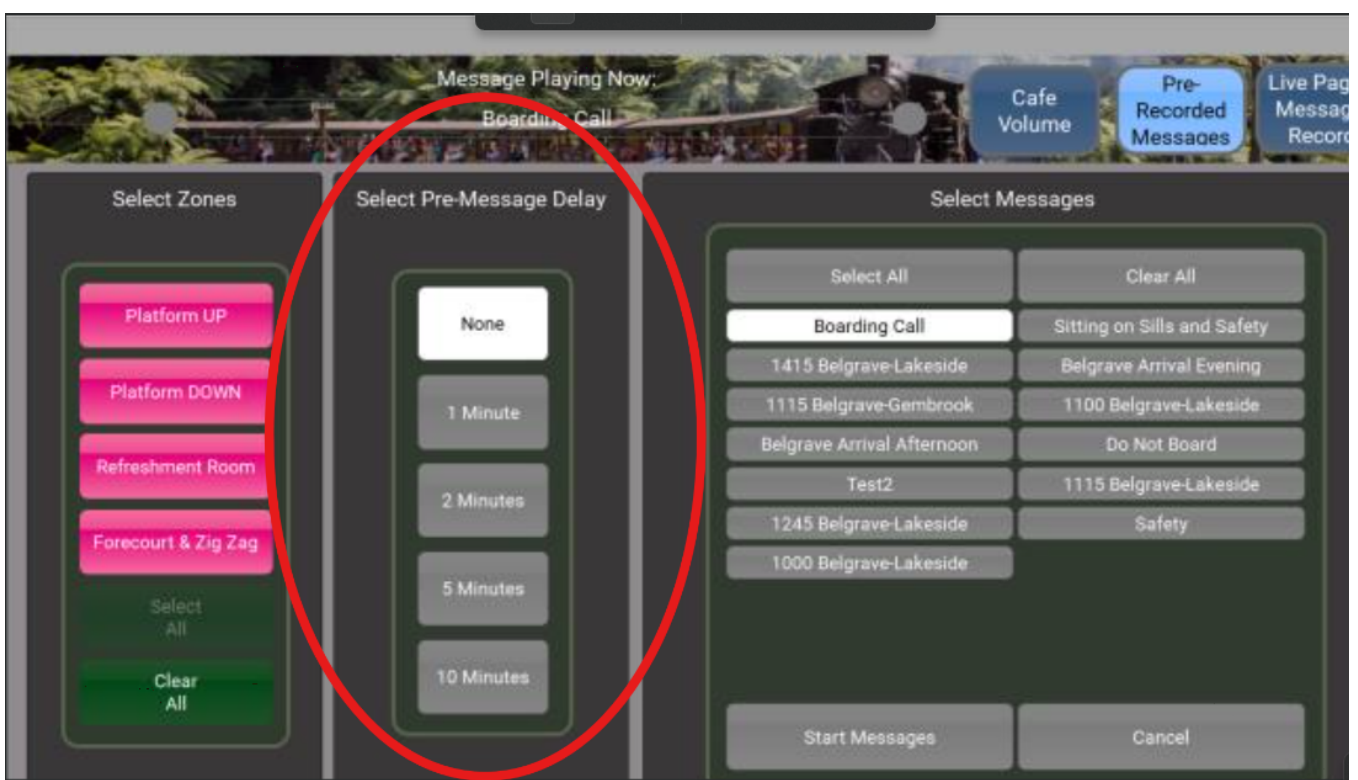
1. Click the tab at the top labelled "Pre-Recorded Messages".



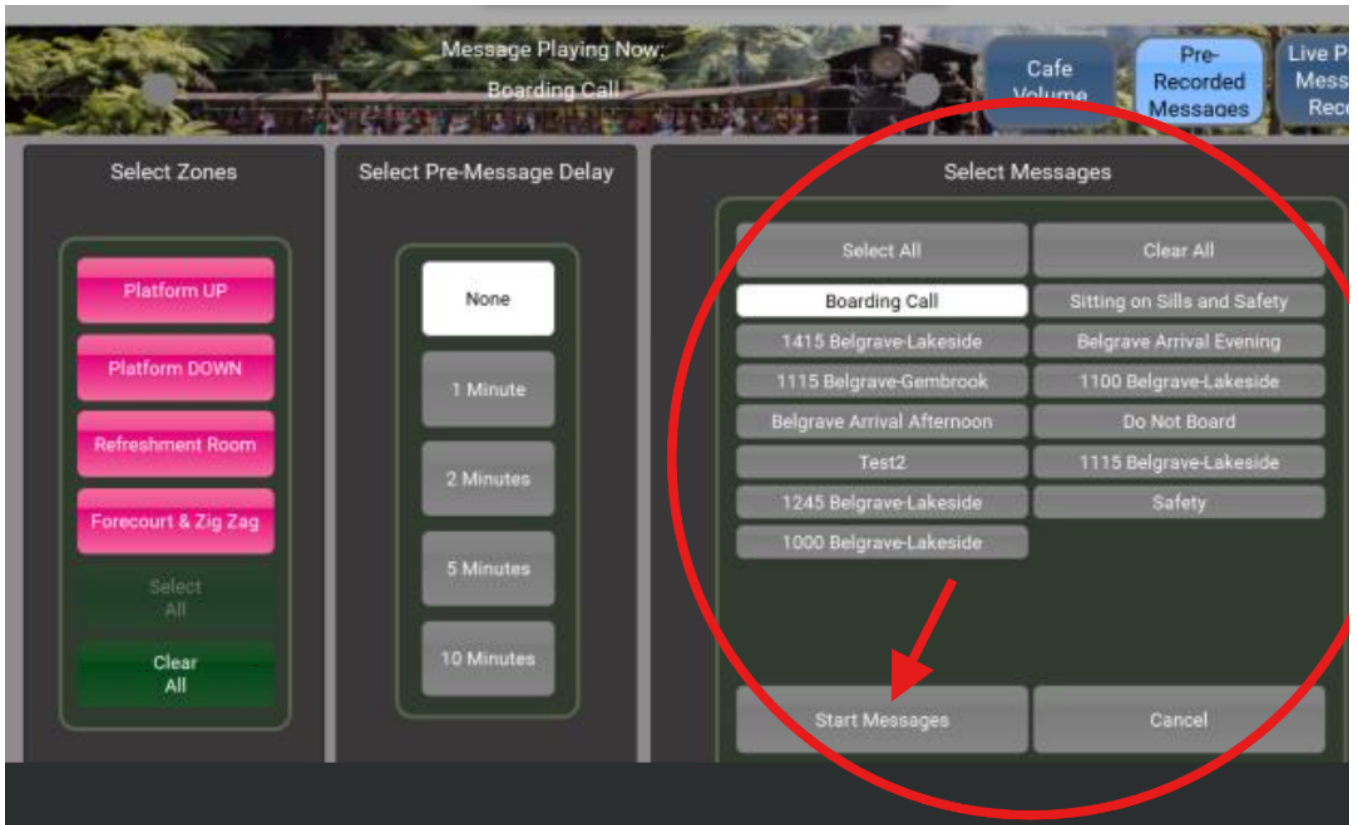
2. Once on this screen you can select the zone (location) of which you would like the announcement to take place. Selecting all will broadcast the message to all locations.
Bright Pink is selected.



- After the zone is selected you can choose to deploy a delay in the announcement with the "select pre-message delay" field.



- A message that you would like to be broadcasted can then be selected in the "**select messages**" panel. Once the message is selected "**start messages**" is then selected to start the broadcast.



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