Create a District Resource Post

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1. From your **Dashboard**, select **Manage** in the District Resources section.
2. Select **Add New** to create a new post.
3. Complete all of the required fields and any optional fields.
   a. If you have access to multiple licenses, you can choose to "Select All" to create a post for every user in your district. Optionally, you can also select licenses individually.
   b. If you do not select a date range, the post will appear immediately and remain active until you remove it.
4. Select **Publish**.