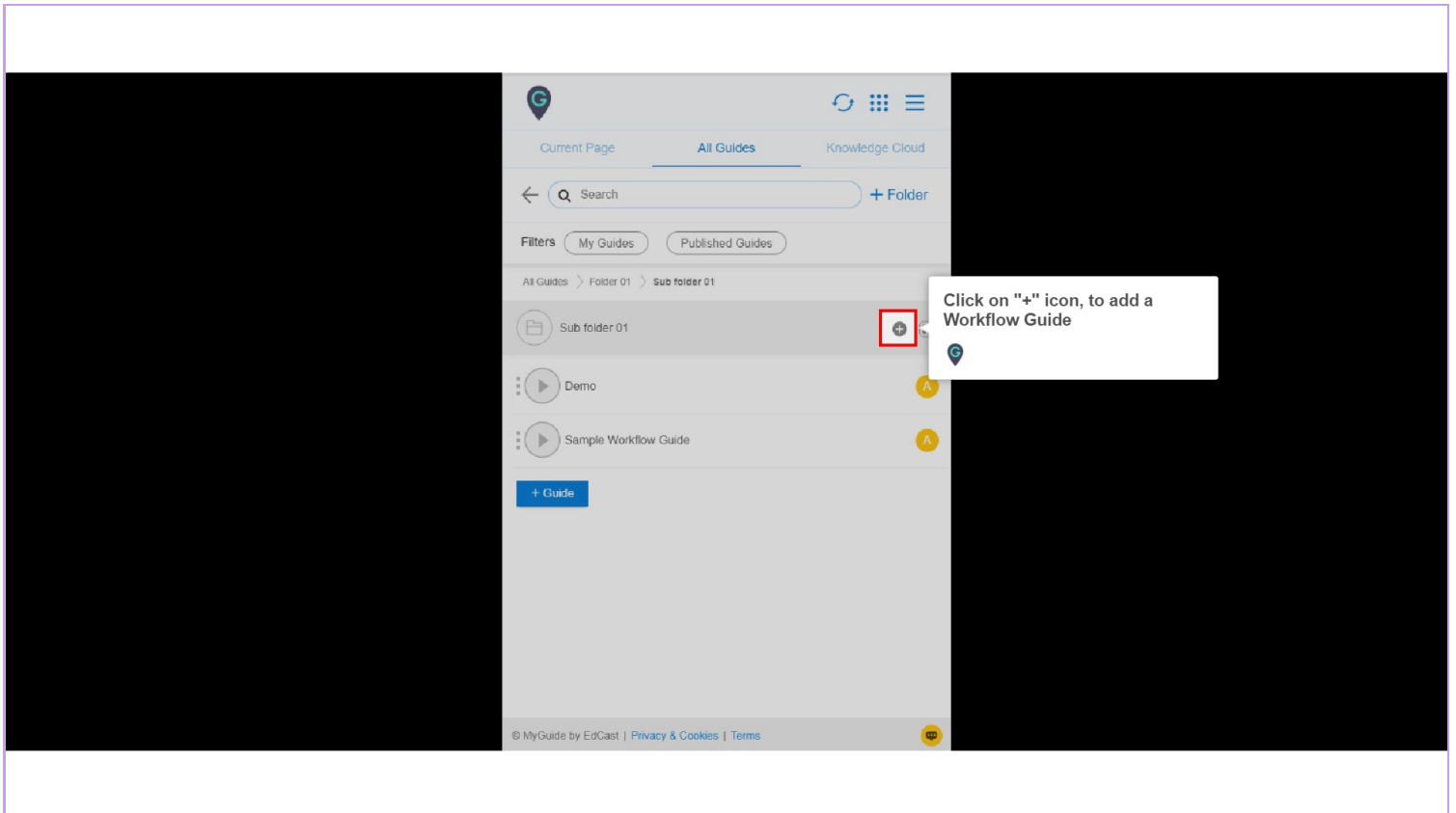




Let's Learn About Message Steps

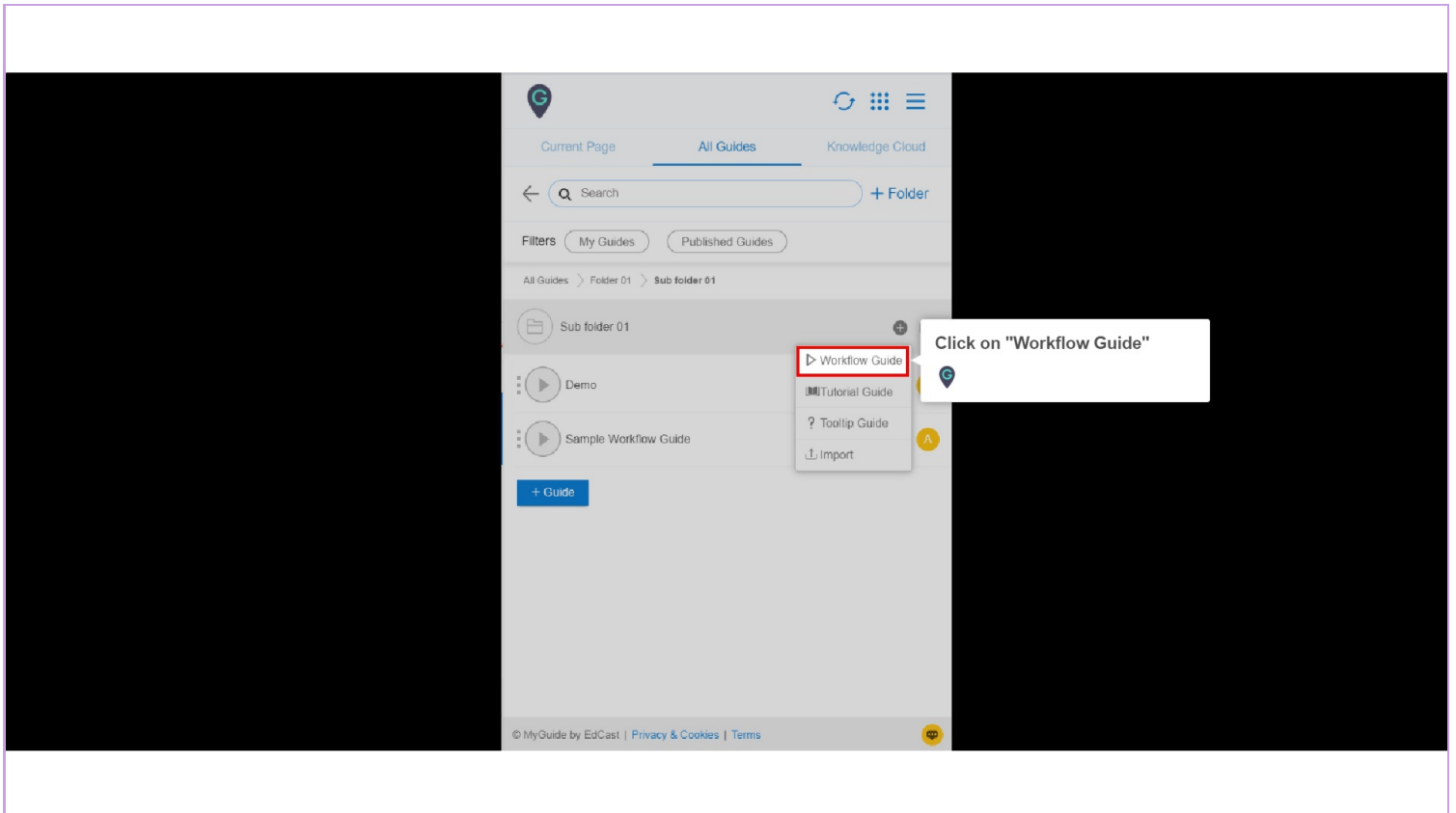
# Step: 01

Click on "+" icon, to add a Workflow Guide



## Step: 02

Click on "Workflow Guide"



## Step: 03

Enter "Guide Name" and "Guide Description"

The screenshot shows the mobile app interface for adding a new guide. The top navigation bar includes 'Current Page', 'All Guides', and 'Knowledge Cloud'. Below this, the title bar reads 'Add new guide under Sub folder 01'. The main form contains the following sections:

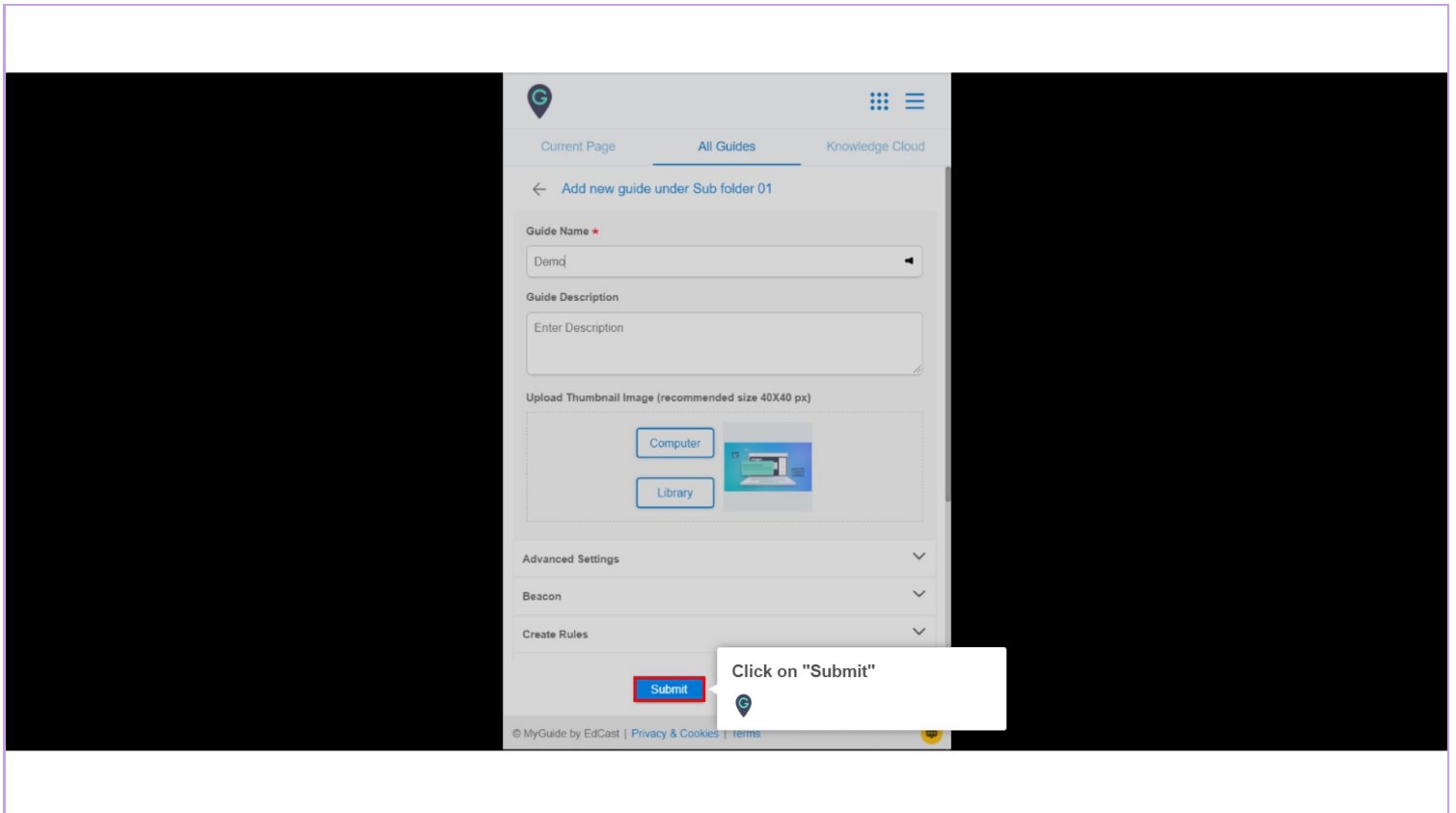
- Guide Name \***: A text input field with the placeholder 'Enter Guide Title'.
- Guide Description**: A text input field with the placeholder 'Enter Description'.
- Upload Thumbnail Image (recommended size 40X40 px)**: A section with 'Computer' and 'Library' buttons, and a preview image of a laptop.
- Advanced Settings**: A section with a dropdown arrow.
- Beacon**: A section with a dropdown arrow.
- Create Rules**: A section with a dropdown arrow.

At the bottom of the form are 'Submit' and 'Cancel' buttons. The footer contains the text '© MyGuide by EdCast | Privacy & Cookies | Terms' and a small logo.

Enter "Guide Name" and "Guide Description"

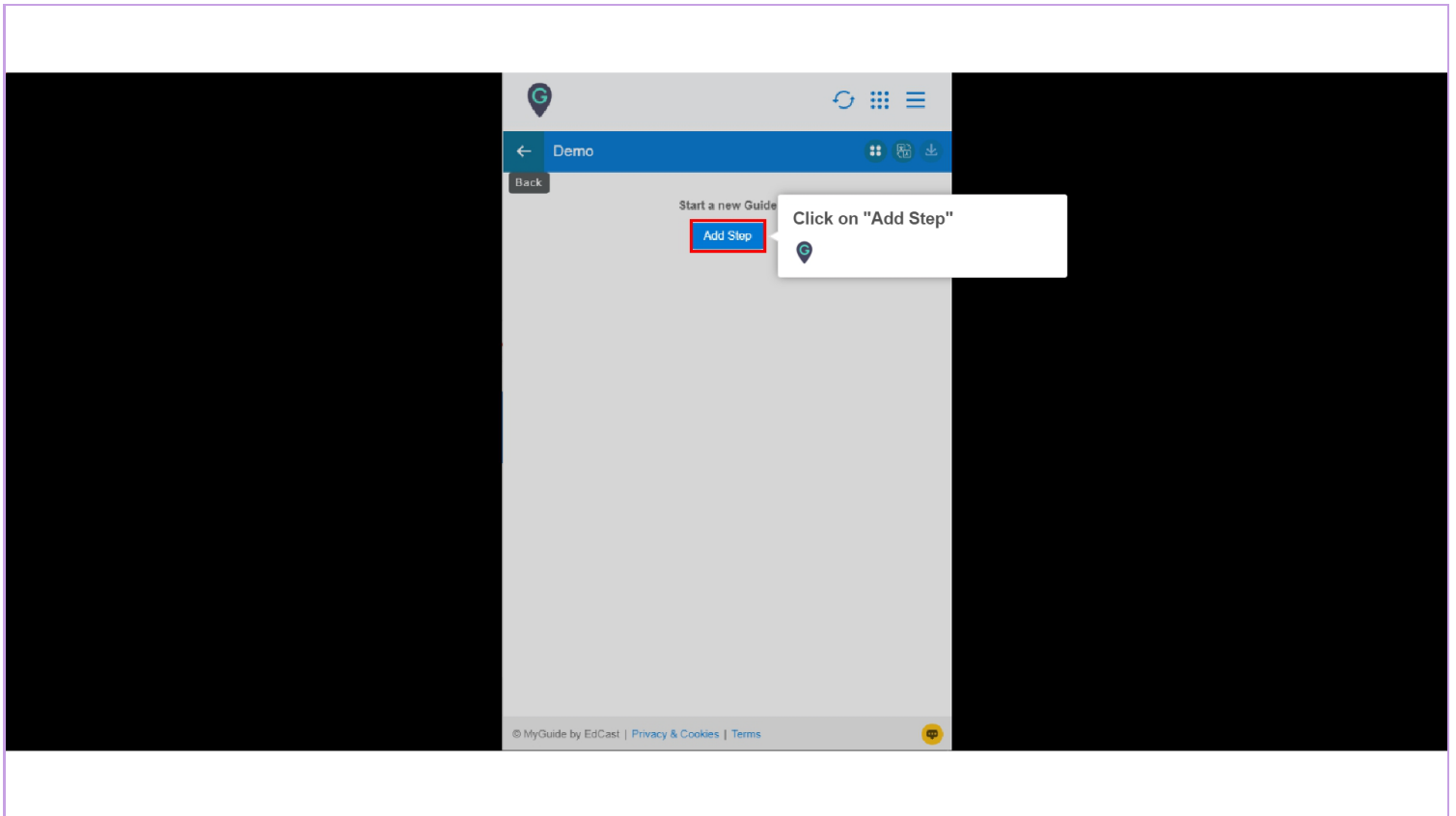
## Step: 04

Click on "Submit"



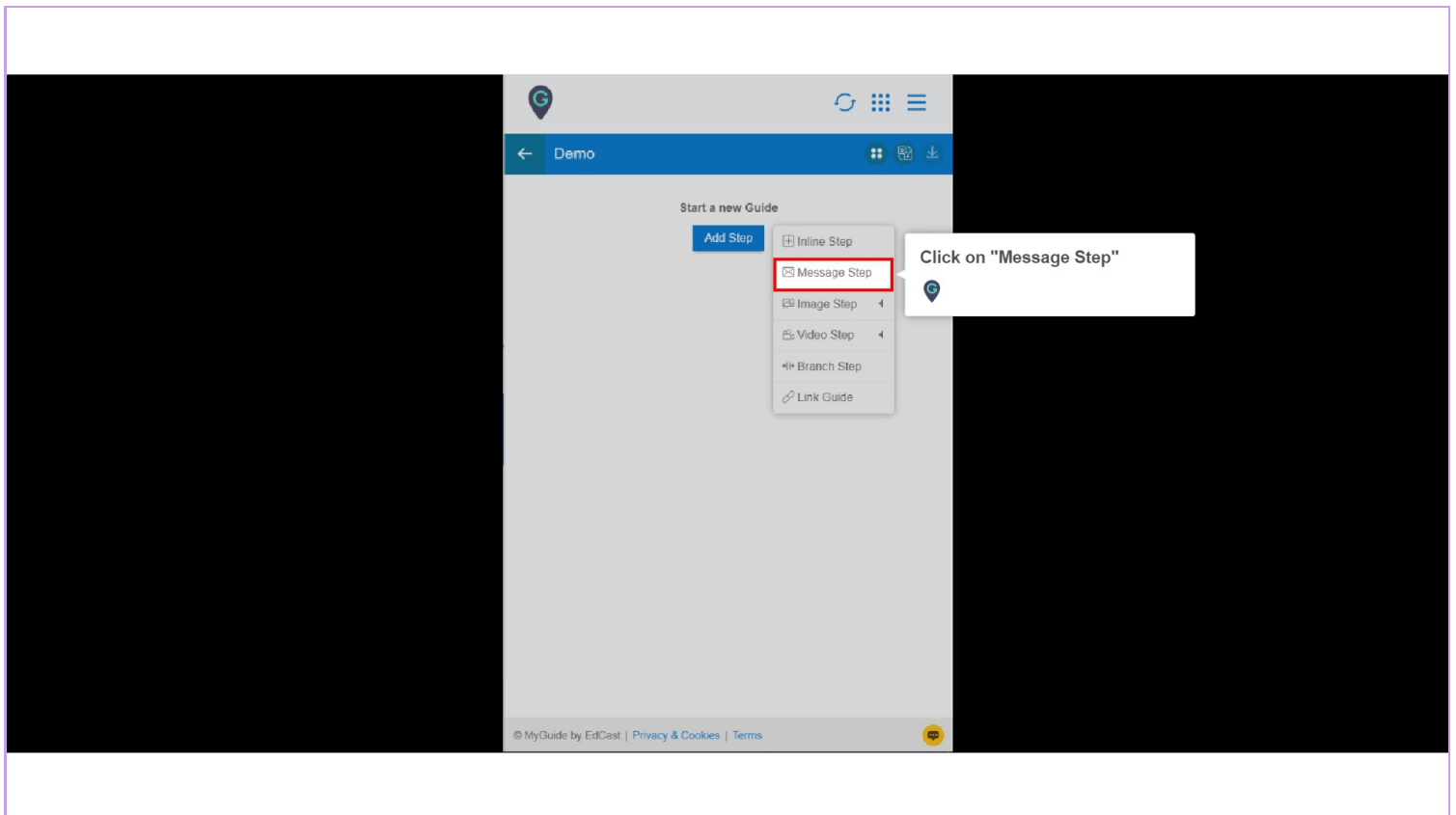
## Step: 05

Click on "Add Step"



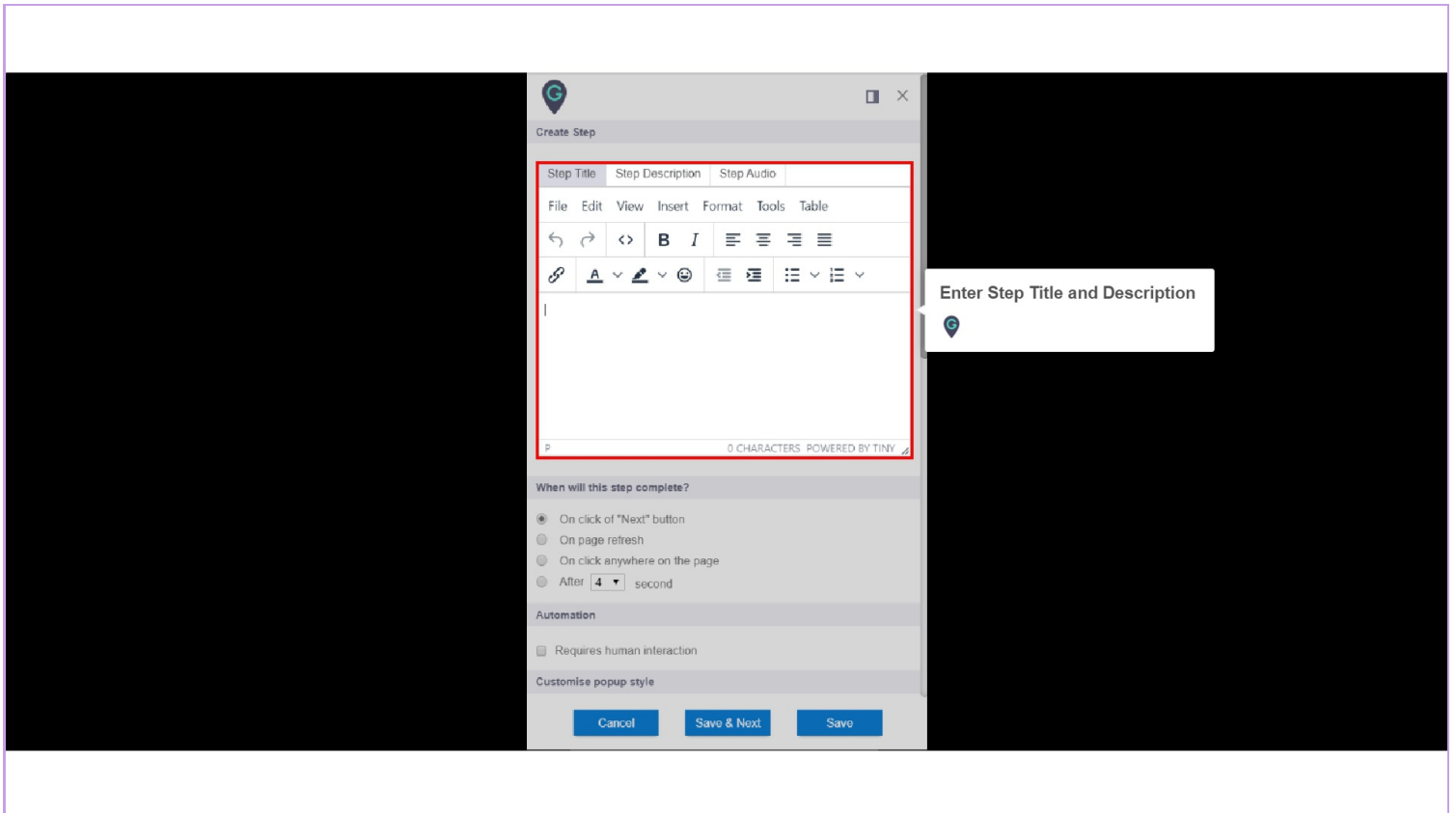
## Step: 06

Click on "Message Step"



## Step: 07

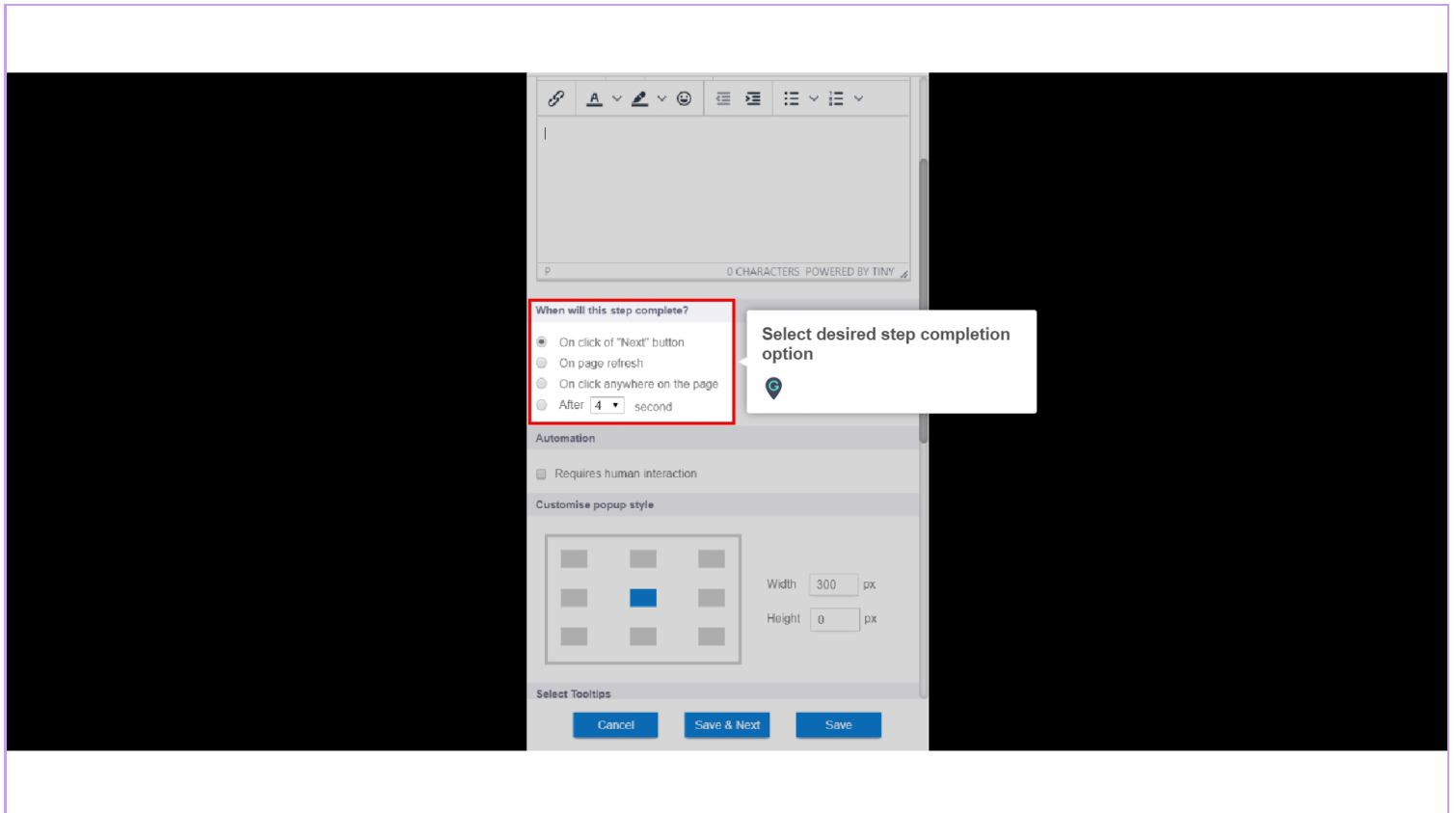
Enter Step Title and Description





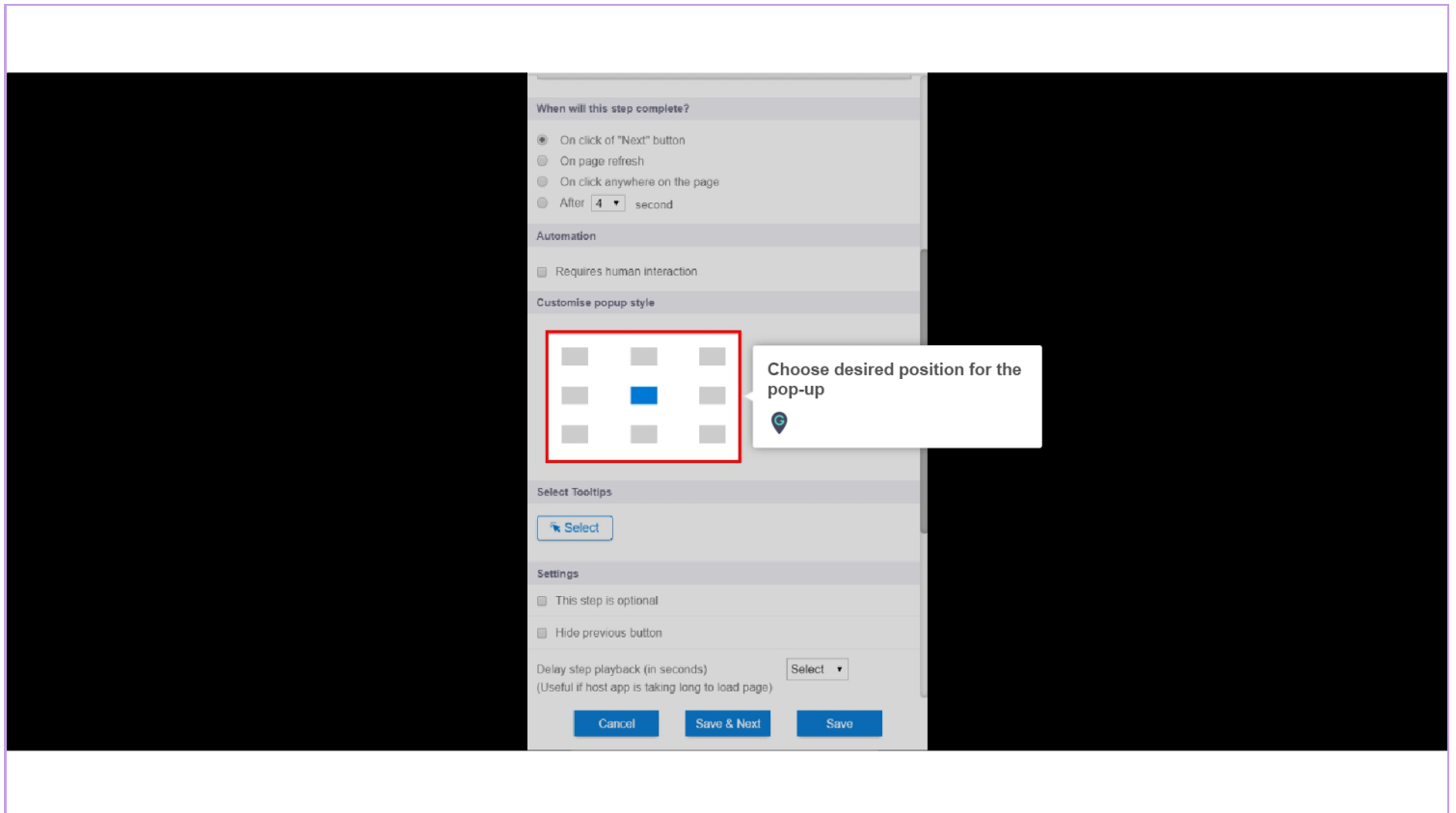
## Step: 08

Select desired step completion option



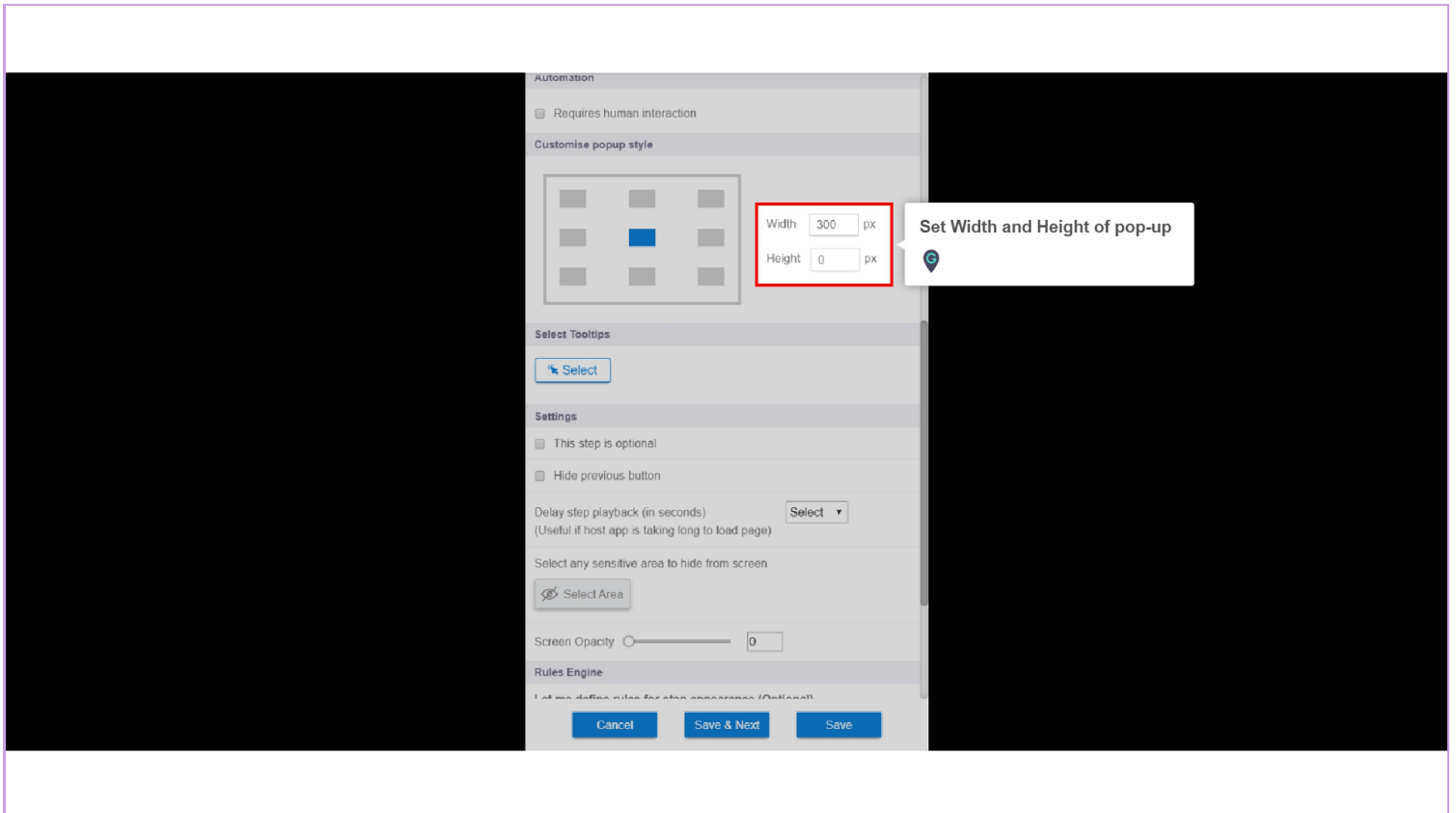
## Step: 09

Choose desired position for the pop-up



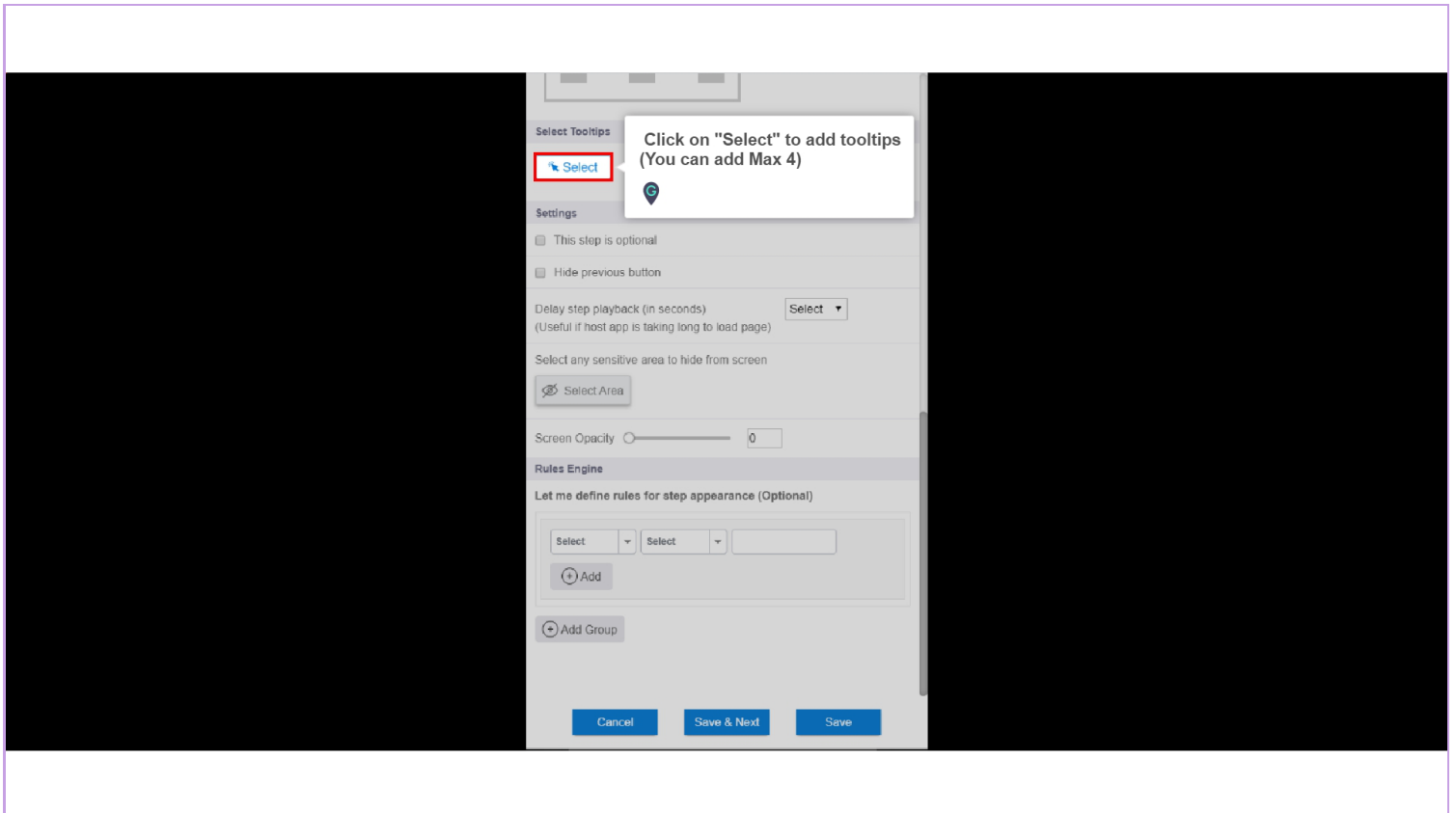
## Step: 10

Set Width and Height of pop-up



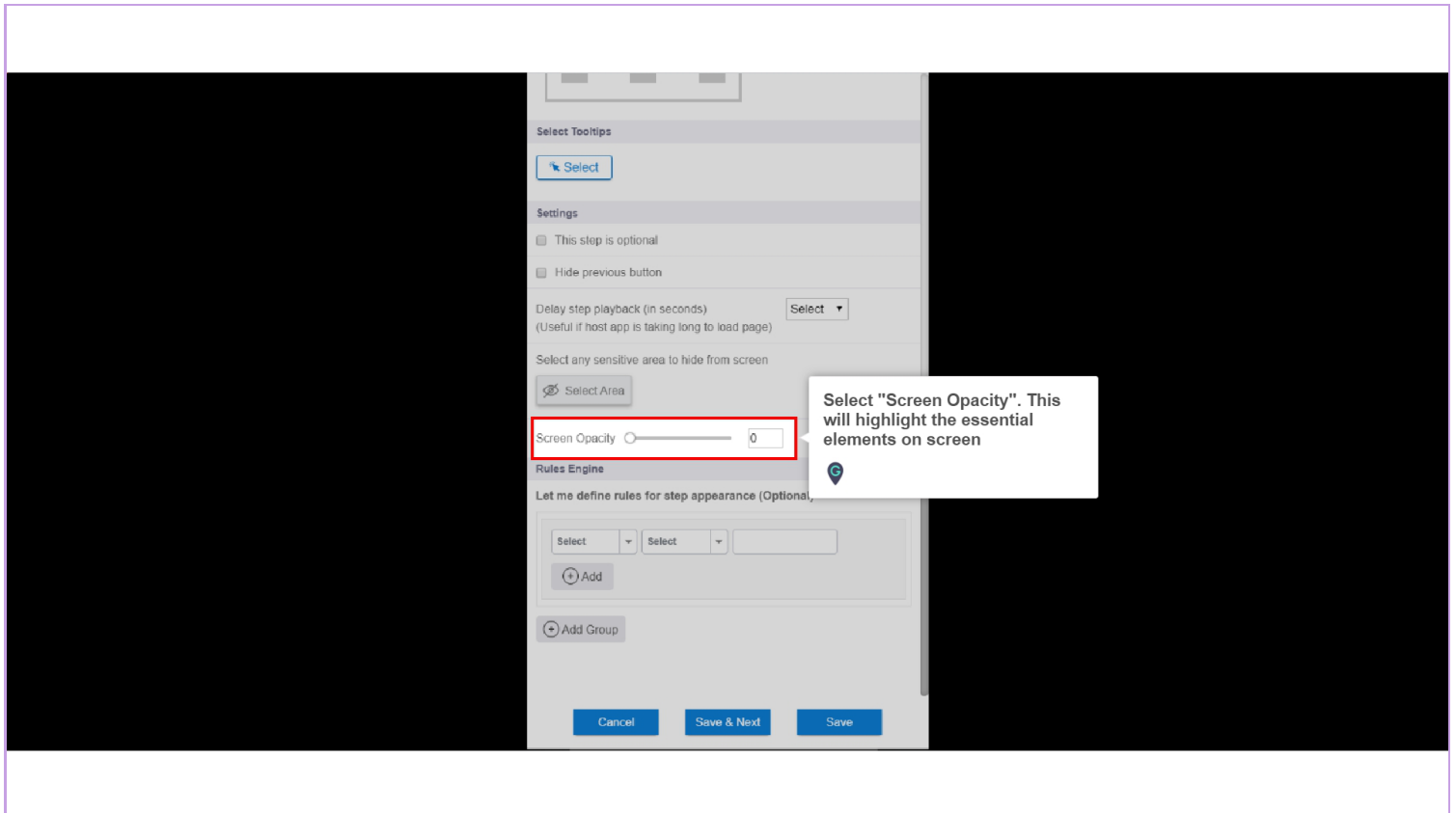
## Step: 11

Click on "Select" to add tooltips (You can add Max 4)



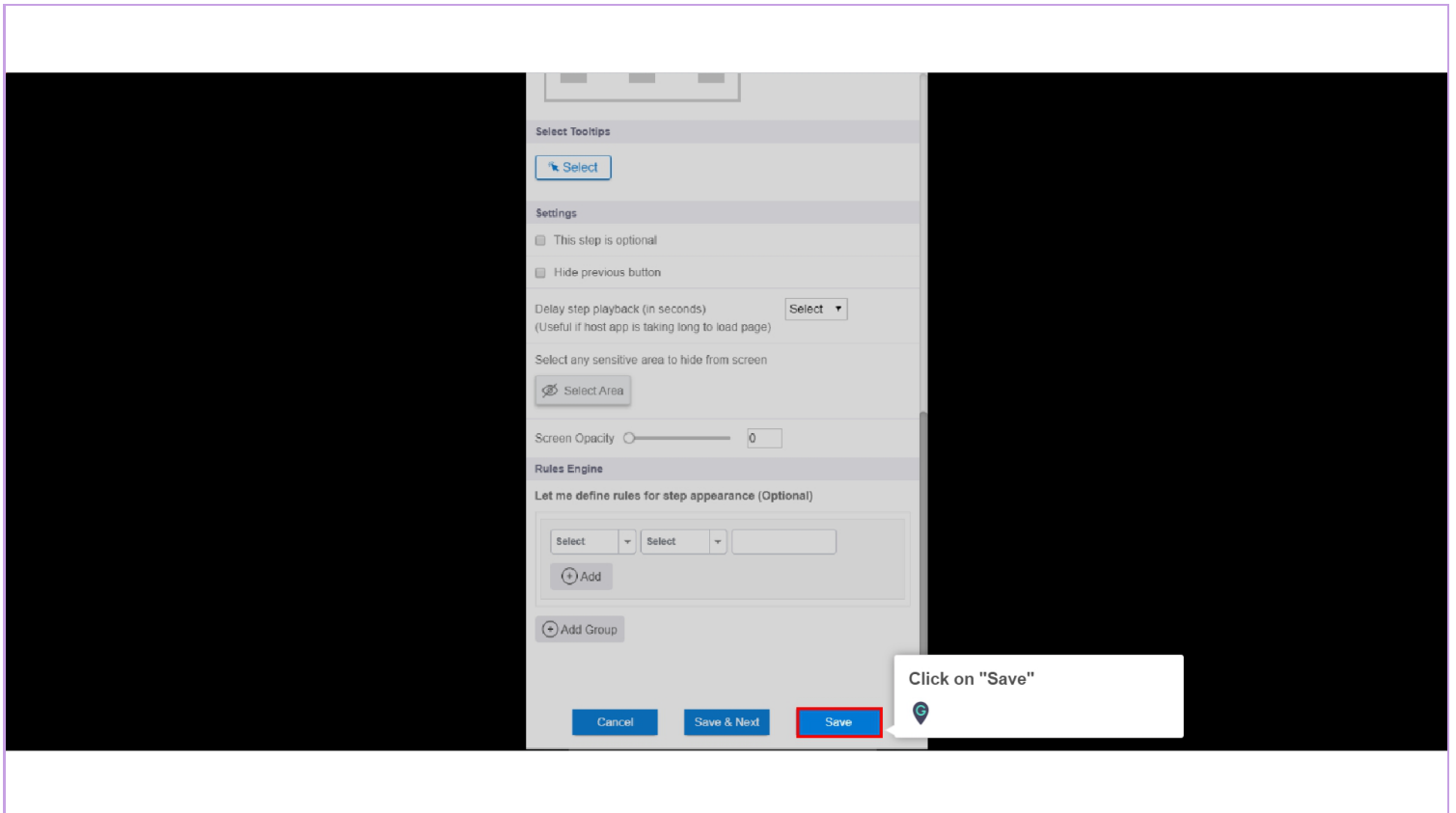
## Step: 12

Select "Screen Opacity". This will highlight the essential elements on screen



## Step: 13

Click on "Save"



# Thank You!

[myguide.org](https://myguide.org)