

[Show](#)

## Recipe Media Library: Media Overview

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[Previous](#) | [Next](#)

### Recipe Media Library

All media available to recipes is added from the Recipe Media Library. You can also search for an image file from the Media Library. Search by entering all or part of the image file name and clicking the **GO** button.

**Search for media:**

Name	Description	Type	Last Updated
x2	System Image	Image	7/30/2009
x3	System Image	Image	7/30/2009
x4	System Image	Image	7/30/2009

### Image Files

Image files are uploaded directly into the portal web site directory. Users can simply browse to an image file on the local computer and upload it to the system.

### Video Links and URL's

Video files are not uploaded to the recipe web site directory using the application. Video files must be in a web site directory that is accessible from the restaurants. Linking to a video file that is not in a web site directory, such as C:\Documents and Settings\Administrator\My Documents\My Pictures, will not display those files in the portal web browser.

**Note:** The media library is only accessible for users with permissions to edit it. For more on recipe system user rights, [click here](#).

### Recipe Links Images

When you first open the media library, you will notice 3 images. These are images that are shipped with Recipe Viewer that you can use for icons to link to other recipes. This is primarily used to toggle to another recipe that is similar in every way except the quantities of the portion size. Link images are not necessarily food images. Users will click these icons from the web portal when navigating to a linked recipe. For more information on linking recipes, [click here](#). The default link images are:

