
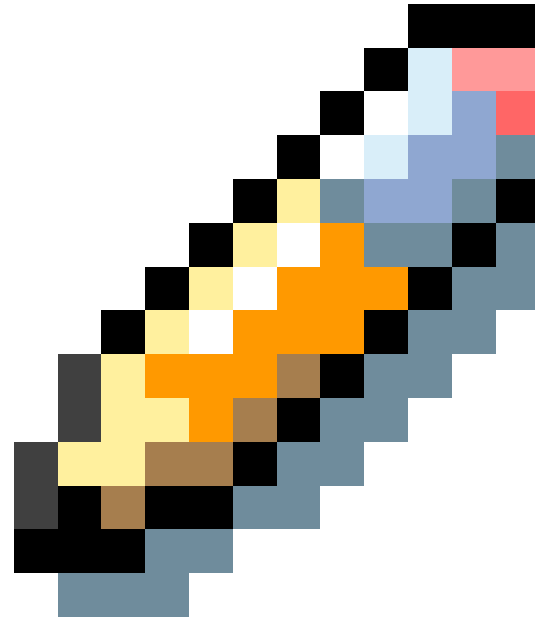


Social Media - Contacts - Provider

	<p>The Social Media tab contains a contact person's other means of communication, such as instant messenger accounts and social media profiles. You can also add a photo of a contact person for reference.</p>
<p>Social Media</p>	<p>The contact person's instant messenger accounts and/or social media profiles are added in order to further improve your overall contact with that person.</p> <p>To add an account, click</p> <div data-bbox="867 516 1511 621" data-label="Image"></div> <p>. A new window appears. For a description of the window, click on the link - Social Media Contact Window.</p>

- To edit an account, click



. A new window appears. For a description of the window here: [Edit - Social Media Contact Window](#)

- To delete an account, click



. A confirmation window appears. Confirm your decision.

- To mark a social medium as favoured by the contact select the account's radio button in the Preferred column. When you customize the [Contacts Browse](#) to include the Preferred Social Media Contact, the selected favoured social medium appears in the table for this contact person.

Photo

A photo of your contact person.

- To upload a photo, click



+ Upload image f

and select the image.

- To permanently remove an existing photo from this c
person's Display, click



Delete Phot



Click to modify the tab.



Click to apply any modifications.



Click to terminate the modification process.