Use the Mediasite Web Editor to update slides and remove unwanted sections in your video presentation. When you open a presentation for editing, it is saved as a project.

*Each change you make to a project is automatically saved and listed in the project's revision history.* Once you are finished editing, commit your changes to the original presentation or to a new presentation.

**How to Access the Editor**

From My Mediasite, there are 2 ways to access the Mediasite Web Editor.

1. Click the EDIT button located under the presentation image.

   *NOTE: Editing is only available to presentations that have finished processing.*

2. Click the image of the presentation you want to edit. Next, from the SUMMARY page, click the Edit link to launch the editor.
Editor workspace

The Editor workspace is divided into four areas: video, slide, project timeline, and project/revision history.

1. Video

The video area includes the presentation name, video preview window, chapter name, and playback controls.

It includes controls for navigating a presentation by chapter (if chapters have been added). Chapters are markers within a presentation that allow your audience to navigate to specific points in a presentation.
2. Slide

The slide area includes a preview window, the slide title, slide number indicator, and slide controls.

Navigate the slides using the controls or simply enter a number in the slide number indicator to jump to a specific slide.

3. Project Timeline

The project timeline allows you to navigate through the presentation—enter a time in the time display or click anywhere in the timeline to navigate to that point in the presentation.

Edit, move, replace slides, add chapters, and insert cuts, fades, and dissolves.
4. Project/Revision History View

You will manage your project and revisions in the project/revision history area. Click Projects to manage the projects associated with the presentation you launched the Editor against. In the project view, you can open, copy, delete, and restore projects as well as open new ones. Click Revision History to see a listing of all changes made in a project and to restore (go back to) a previous revision.

To restore a presentation that has been changed using the "commit" command, you must commit changes to the presentation using a project that reflects the state you want to restore:

1. Open the project from which you committed the changes to the presentation.
2. Click Revision History.
3. Click Restore on the same row as the "Original Version" item at the bottom of the list of changes. If there are a lot of changes, you may have to click Show More Revisions to see the original version in the list.
4. Click Commit to Current.

Alternatively, you can click Undo until you return to the state you want to restore and click Commit.