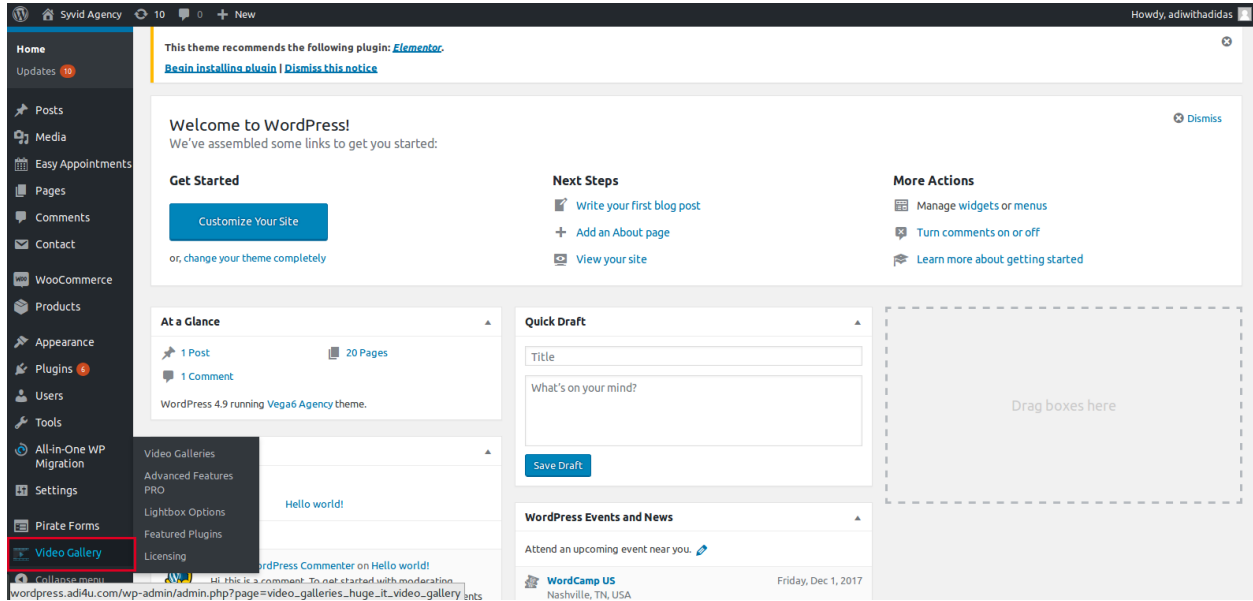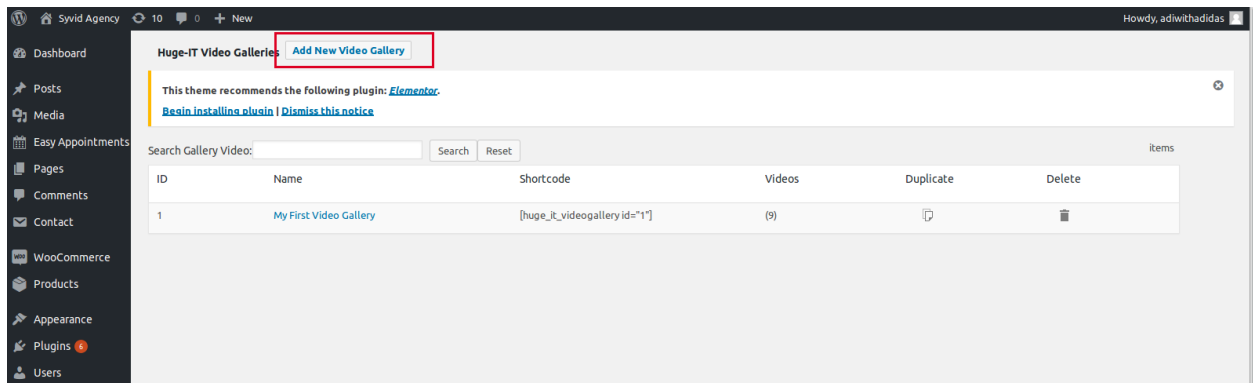# How to post videos and use Agency website
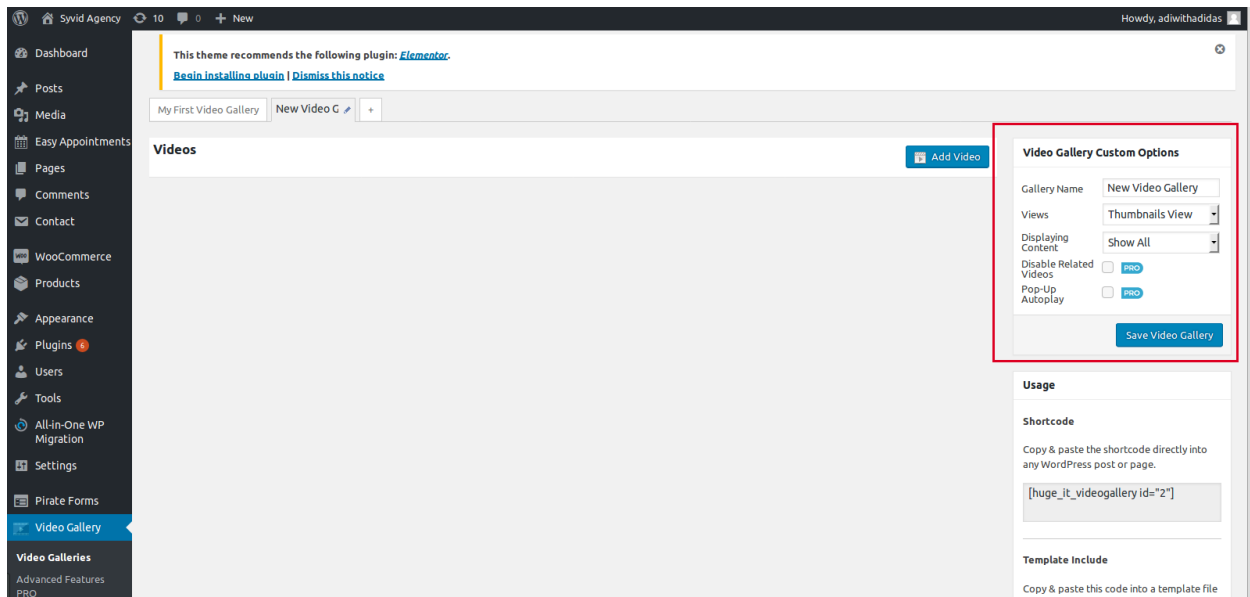
1. Click on "Video Gallery" from sidebar navigation
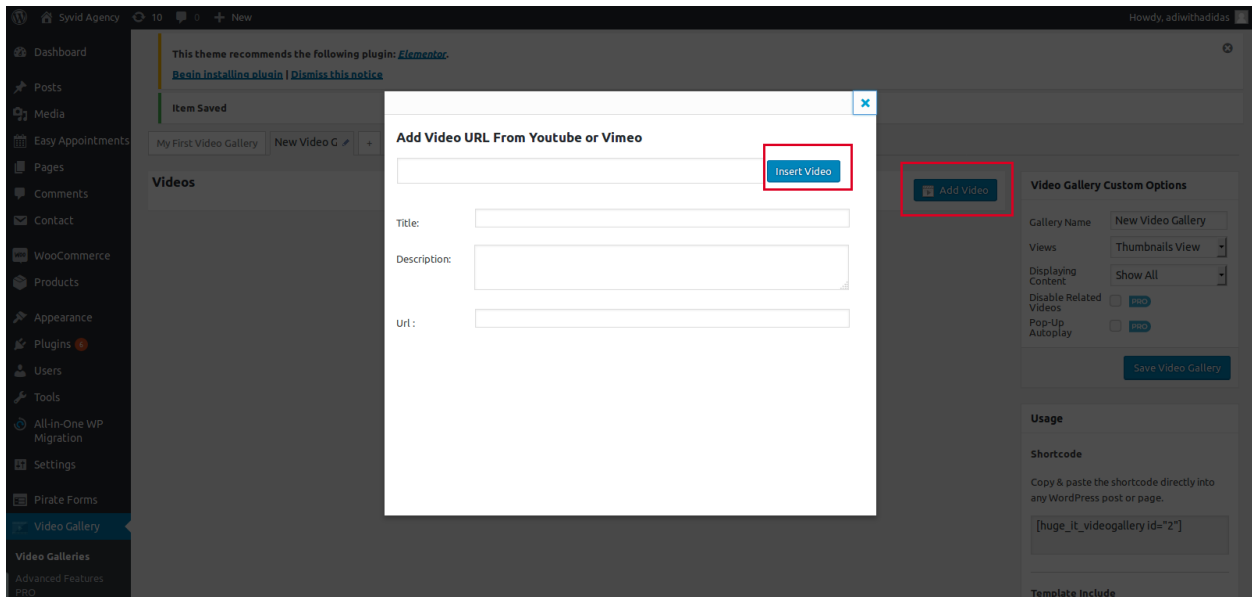

2. Click on Add new video gallery

3. Give Video Gallery name and other options

4. Click on Add video button

5. Paste video URL from YouTube or vimeo

6. Give Title and Description and click on insert video

7.Copy the Shortcode from video gallery page and paste it in the page you want to use.