

# Manage Venues

## Overview

You can add venues related to the listings using this tab. The following screen shows the list of venues available for creating a listing.

<input type="checkbox"/>	VENUE	CATEGORY
<input checked="" type="checkbox"/>	National Auditorium of Music	Concert Hall
<input checked="" type="checkbox"/>	Parco della Musica	Concert Hall
<input checked="" type="checkbox"/>	Berliner Philharmonie	Symphony Hall
<input checked="" type="checkbox"/>	O2 Arena	Arena

### Screen 1: Venues listing

You can select what to do next based on the following table.

<b>Insert New</b>	Click to add a new agent information.
<b>Publish</b>	Click to publish the agent information.
<b>Unpublish</b>	Click to unpublish agent information.
<b>Delete</b>	Click to delete the agent information from the site.

## Adding a new Venue

To add a new venue for the event, click Insert New from the Venues tab.

For detailed information about information that needs to be included in each field, see [Venues](#) in the Administrator's guide.

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