

# Manage Listings

## Overview

You can view all the listings created for your site or create a new listing. The created listings let you add descriptions, images, provide ratings, and much more.

## Creating a New Listing

The following image shows the Listings screen.

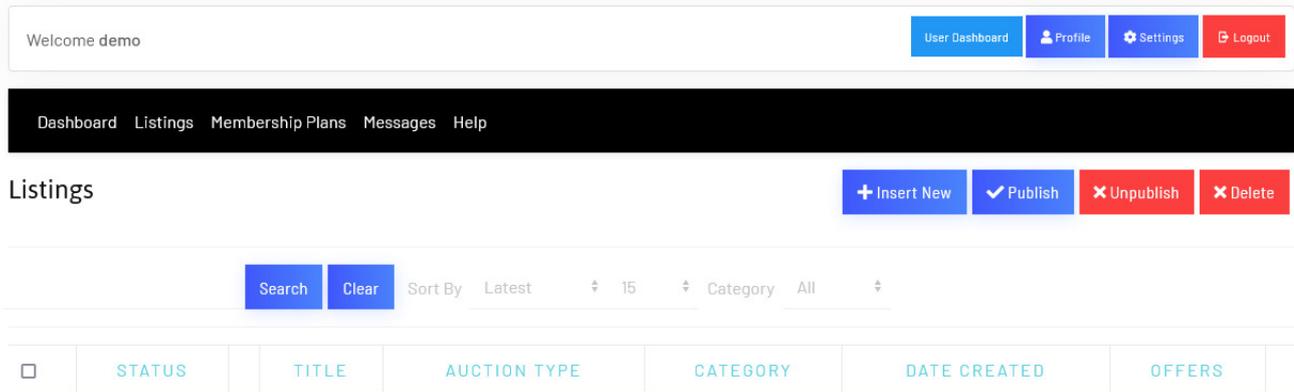
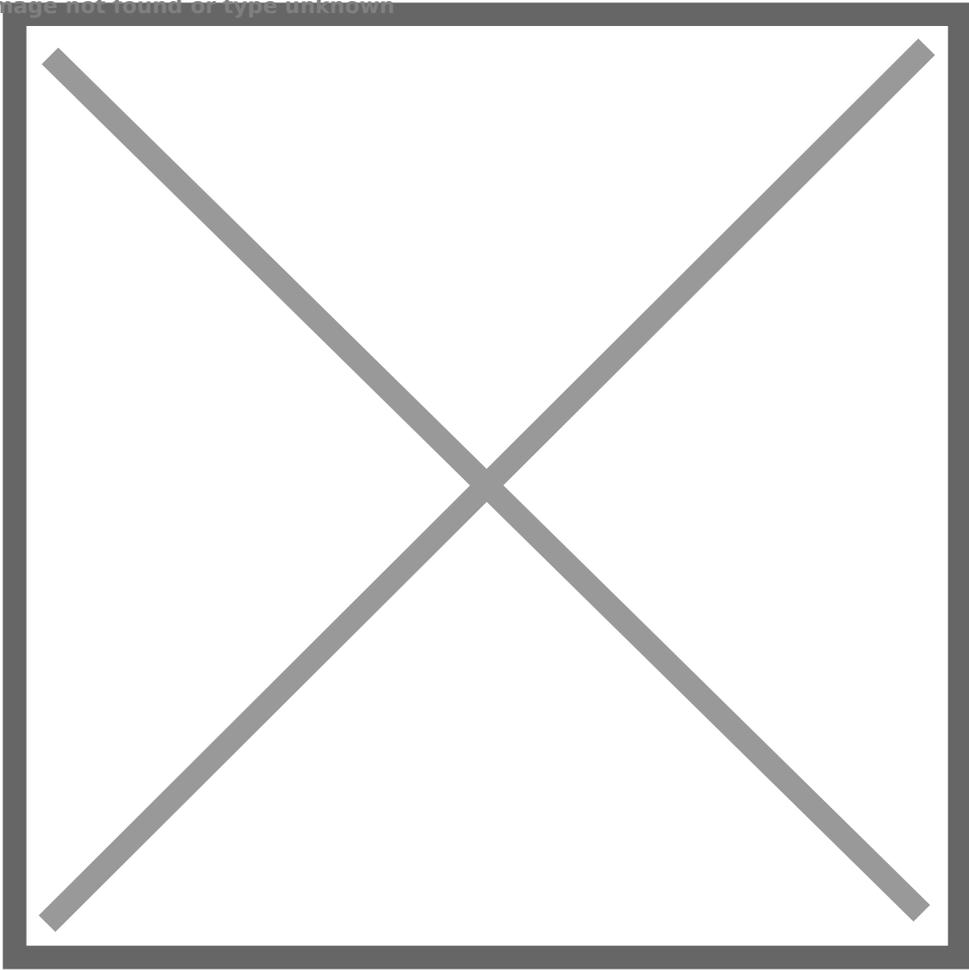


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### Screen 1: Listing screen

The following table explains the different options seen on the screen.

Button	Usage
Insert New	Creates a new Address entry. You must create separate entries for each level of depth that you need.

Button	Usage
<b>Publish</b>	Publishes the created address entry.
<b>Unpublish</b>	Removes the entry from the list of published address entries
<b>Delete</b>	Deletes the address entry that is not required anymore.

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