

latakoo Connect enables outside content providers to deliver story leads directly to news teams through latakoo. Newsrooms can quickly **find** and **request** content and even bring it into their asset manager with the click of a button.

## How to latakoo Connect

### Access latakoo Connect

Log in to **latakoo.com** and click the **Connect | Manifest** tab at the top of the page:



#### **Filtering Content**

By default, the feed shows all content within latakoo Connect. Use the filters at the top left to view content from specific contributors:



#### **Viewing Content**

Click on a file to isolate it. You can then view the file, along with any attached metadata and details.



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#### **Requesting Content**

See something you like? Use the request dropdown to copy it into your preferred network. Your default appears at the top:



If the network you select is set up with a HUB workflow, the file will automatically be ingested into your asset management system (i.e. bitcentral or Avid).

Check the file metadata for details about the contributor, including contact information and credit requirements. Always follow your organizations' guidelines on using third-party content.

# Need assistance? Contact us anytime at <u>support@latakoo.com</u>



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