Files (3d)

Overview

The **3D** section allows administrators to upload, view, edit, and manage 3D model files within the application. These files can be used to provide an interactive 3D viewing experience for supported products.

Administrators can publish, unpublish, edit, or delete 3D files as required.

3D Library

Navigate to **Files → 3D** to access the 3D library.

All uploaded 3D files are displayed in a list, making them easy to identify and manage.

Add 3D File

To upload a new 3D file:

1. Navigate to **Files → Add Files**.
2. Drag and drop the 3D file into the upload area or click **Drop files or click here**.
3. Select the required 3D file.
4. Click **Submit** to upload the file.

If no file is selected, the system displays:

> **Please add a file first.**

Edit 3D File

To modify an uploaded 3D file:

1. Navigate to **Files → 3D**.
2. Open the required 3D file.
3. Update the **Title**, if required.
4. Change the **Status**.
5. Click **Update** to save the changes.

3D File Details

The **Edit 3D File** page contains the following fields:

Field	Description
Title	Displays or updates the name of the 3D file.
Status	Controls whether the 3D file is available within the application.

3D File Status

The visibility of a 3D file is managed using the **Status** option.

Status	Description
Published	Makes the 3D file available for use within the application.
Unpublished	Hides the 3D file while keeping it stored in the media library.

Delete 3D File

Administrators can permanently remove 3D files that are no longer required.

To delete a 3D file:

1. Open the required 3D file.
2. Click **Delete**.
3. Confirm the deletion.

> **Warning:**
> Deleting a 3D file permanently removes it from the application and it cannot be recovered.

Manage 3D Files

Administrators can:

- Upload 3D files.
- View uploaded 3D files.
- Edit file details.
- Publish or Unpublish 3D files.
- Delete 3D files.

Best Practices

- Upload supported and optimized 3D models for better performance.
- Use meaningful file names for easier identification.
- Publish 3D files only after verifying the model.
- Use **Unpublished** instead of deleting files that may be required later.
- Remove unused 3D files to keep the media library organized.

> **Important:**
> Any changes made to a 3D file, including updating its **Title** or changing its **Status**, will **not be saved until you click the `Update` button**.

Revision #2
Created 2026-07-13 04:25:20 UTC by Akshit Jain
Updated 2026-07-15 05:31:38 UTC by Akshit Jain