Creating a Video Thumbnail or Play Button Overlay
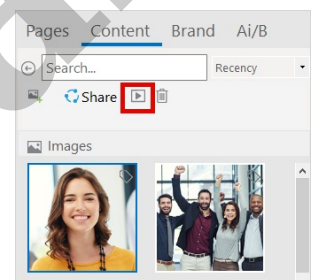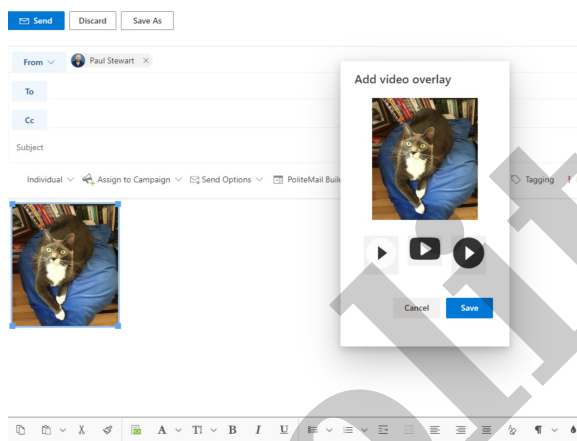
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Applies To: ■ PoliteMail Desktop   ■ PoliteMail Online   ■ PoliteMail O365

Version: ☐ 4.94   ☐ 4.97   ■ **5.0+**

Play Button Overlay

1. To add a play button over your images, in the PoliteMail Builder, go to **Content > Images**.
2. Select the image you want to add a play button to.
3. Click on the play button icon to add a Play Button Overlay.
   - In **PoliteMail Online**, place the image into your message first. Once inserted, click on it to reveal the play button icon.
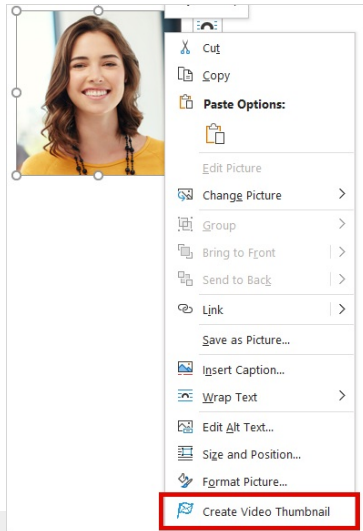

4. A new preview window will pop up. Select the button style you want and click Save Thumbnail.

Your new image with a play button overlay will appear in your images.

To add your new image to your message, drag-and-drop the image into the message body. Alternatively, you can double click the image to add it.

Please note: this method creates a play button overlay only. You will need to add a hyperlink that brings users to the video (either on the image itself, a button, or a link)

Creating A Video Thumbnail

You can also create a video thumbnail from your image.

1. Insert your image into the email body, then right-click on the image and select "Create Video Thumbnail."
2. In the pop-up preview window, add the video URL and give the thumbnail a name.
3. Click **Save**, and a video thumbnail will be created in your message.