

Setting Up an Action Network Event Page

Here are the instructions for helping organizers set up their Action Network event:

- Go to <http://bit.ly/walkinforkids>
- Login or create an account
- Go back to <http://bit.ly/walkinforkids>
- Enter the zip code of your school and hit the green "Find Nearby Events" button
- Scroll down to find your school's name in the list with the green buttons.
- Click on the green button next to your school name.
- Fill in your event title. Follow this format: [SCHOOL NAME] Walk In for Public Schools
- Fill in your date (February 17).
- Fill in your time.
- Enter your email address where it says "host contact information."
- Hit the button at the bottom of the screen that says "save and go to next step."
- On the next screen, hit the red button to save and publish your event.