

How to create an event on the website.

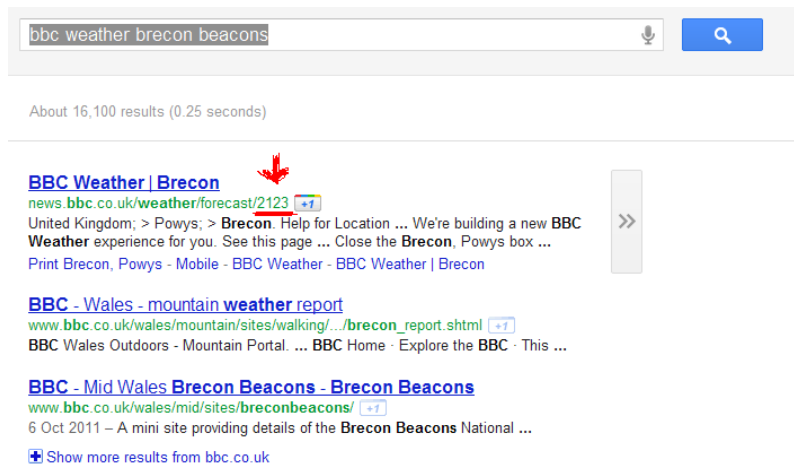
The event creating page is shown on the next page of this document. To keep all events in the same style, it helps tremendously if you deliver the information in the right format and order, i.e:

Title: The best walk ever in the history of OUWC and mankind
Date: Sat 17 December (end week 10)
Meet: Broadstreet
Time: 8:50
Return: 18:50
Distance: 18 Km
Fare: approx. £10 with railcard (approx. £16 without)
Lunch: Bring your own
Leader: Don Keigh (donkeigh@russtinayle.com)
Coordinates: *(don't fill in anything in this field)*
grid ref: ST 980 976
bbc area code: 25
Description:

Notes:

Grid ref: if you enter the right grid ref, and click on “Set Coordinates”, then the website will translate the grid ref into latitude and longitude coordinates and also update the map that displays all the trips (under <http://www.ouwc.org/maps/website/>). (So don't fill anything in coordinates)

Bbc area code: Find the nearest big city in the area you will be walking in. Then just do a google search with that name, and then copy the number that appears in the link. For example:



The bbc area code in this example is 2123. Just paste that in, and a bbc weather forecast will be generated. If you don't fill in anything, nothing will be generated. The area code for Oxford is **25**.

Description: Just add
 if you want to have a new line, and </BR></BR> if you want a white line.

Title:

Type:

Term:

Date:

e.g. 29 October - 5 November (end 4th week)

Trip information:

Meet:

Time:

Return:

Distance:

Fare:

Lunch:

Leader:

coordinates:

Grid ref:

bbc area code:

Description:

Note: To add a newline in your text type `
` and this will be replaced by a newline in the final page.