

g. Modify a Year Round/Seasonal Event.

1). To modify a YR/seasonal event already submitted, go to the AVA Club Maintenance Home Page (see paragraph II. D.) and click on the Events button.

2). When the Club ESR Status Listing appears, find the event you wish to change and click on the Edit button for that event (see Figure 9). A page with the current data appears (See a sample event page in Figure 17 below).

Club	AVA-#### Your Club
Return to ESR Navigation Page	

Event Number 69860			
Club Number		AVA- 0482	Event Region
		B 1 1	MW
Start Point Details	Event Dates	1/1/2005 to 12/31/2005	
	Event Type	YRW	Event State Assn AAA-WA
	Start Point Only (website basic info)	YMCA	
	Start Point Address (Start Point Starting Point book) (website more details)	1256 N. State Street. Southbound I-5 Exit 253 to Lakeway Dr., right on Lakeway, right on Holly to State St. YMCA is on the left side of State and Holly. Northbound I-5 Exit 253 (Lakeway	
	Extended Description (event info: Starting Point book) (website more details)	Walk along the waterfront and harbor, through two parks and past the George Ficket house. You also walk on trails along Whatcom Creek	
	Event Comments	This is the only Civil War walk in our area.	
	Event City:	Bellingham	Event Website Enter website address only! (ie: www.xyz.com/walkerevent.htm) www.nw.trekkers.org DO NOT ADD "HTTP://:" to listing
	Event State	WA	Distance 10km
Point of Contact			
Name		Address	
POC Name		POC/Club Address	
City	State (Xx)	Zip (numbers only)	

More Details











Event Rating	2		
Start Time (s)	Mon - Fri 5:30 AM to 10 PM. Sat 6:30 to 7. Sun		
Awards	Credit \$3		
Directions	North I-5 Exit 253 to Lakeway Drive. Right on Lakeway. Angle right on Holly Street to State Street. YMCA is on the left side of State at		
	Hard	Yes	Hard
Current Values:			
	Hard	Yes	Yes
			
			
	Hard		
			
	Yes		
			
	Yes		
			
	Yes		
These fields are used for YRE's only.			

Figure 17. Year Round/Seasonal Event Data Page.

3). Change or modify event data. NOTE: Clubs are allowed to change most data, but are not allowed to change the event dates or the event location. To change dates or event location, contact your regional director (or state organization if the state approves your events).

4). Click on the Submit button at the bottom of the page to update AVA's listing of your event. The Reset button erases your changes and returns the event data to its original condition.