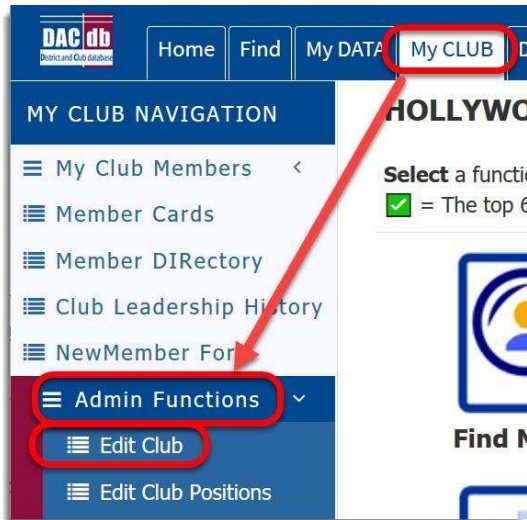


Edit Club Meeting Location/Date/Time

1. My CLUB tab --> Admin Functions --> Edit Club



2. Click on the **Meeting Info** tab.

Club Admin: Hollywood (Club #)

Information	Address	Meeting Info	Links	Positions	Billing	Security	PData	Notes
Meeting Information								
Enter the Club meeting information. This information is displayed on the Club View page and is used to populate where Clubs meet display.								
Meeting Information:								
Meeting Start Time:	<input type="text" value="12:05"/>	(hh:mm AM/PM, -or- Use 24-hour Military time, e.g. 1800 is 6:00 PM)						
Meeting End Time:	<input type="text" value="13:00"/>	(hh:mm AM/PM, -or- Use 24-hour Military time, e.g. 1800 is 6:00 PM)						
Meeting Day:	<input type="text" value="Monday"/>	Select the meeting day of the week						
Meeting Place:	<input type="text" value="Providence"/>							
	<input type="text" value="5955 Melrose Ave, Los Angeles, CA 90038-3623"/>							

3. Make appropriate updates and when finished, click on the yellow "Update" button.