

Group Details

(Last reviewed 11th Nov 2023)

This screen allows you to change the basic information about your group and should be mostly self-explanatory. This data is used both on your group web page and in the group directory. Below are a handful of observations on the individual data items.

Title

Please stick to **UPPER CASE** for your title. Historically, the group titles have been stored in upper case and shown this way on the search ('Groups by category' etc.) screens and elsewhere, but written as mixed case on the individual web page. e.g. 'FILM GROUP 1' in the search pages but 'Film Group 1' on the web page.

In practice, the program that generates your web page will change the title to use mixed case, but elsewhere the entry will be as you enter here. For a handful of groups (e.g. Bridge 'EAT' group) the automated change to mixed case makes no sense, so they have been manually overridden. Please check with the webmanager if any change to your title no longer looks right across the site.

Category, Day, Time, Venue

Each of these items are selected from a drop-down list. If you find a day, time or venue you want to use is not shown, please contact the webmanager to get the list updated.

Inactive during

A piece of free form text (up to 80 characters) for when the group does not run. Common entries might be 'July, August' or 'School holidays'. NB This item is shown only on the individual group page - it is not included in the printed group directory.