

How to Edit a Ride

1. Click on your ride in the Current Ride listings once it has been approved by the Ride Coordinator. The ride will not appear in the current listings until it is approved – this may take a day or two.
2. Click the “Revise” button on the top right of the screen.
3. Make whatever changes are needed.
4. Change the Ride Status to “Submitted.”
5. Click the “Continue” button on the bottom of the screen.
6. Click the “Submit” button on the top right of the screen.
7. Your ride will vanish from the current listings until it is approved again by the Ride Coordinator. HOWEVER, the list of participants who have already signed up for your ride will vanish as well.

This technical glitch needs to be changed (quickly...) but that is the status right now. The fix I am working on is to keep the current listing with a “Revision Pending” added as well as the current participant list until the revised ride is approved. Best to make as few changes after submission as possible until this glitch is fixed.

– Adrienne Browning, Vice President of Rides