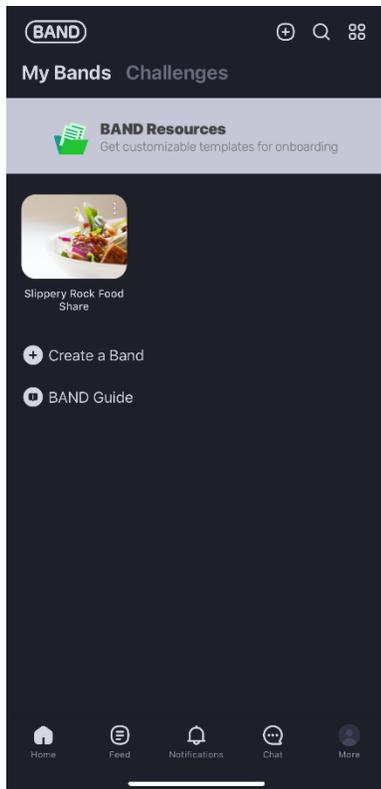
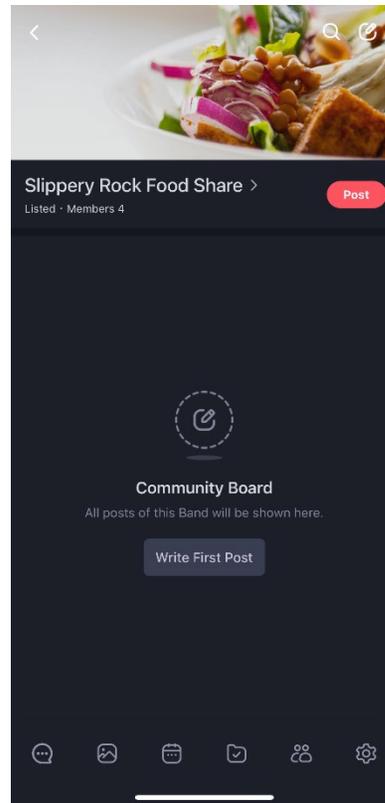


# Slippery Rock Food Share BAND

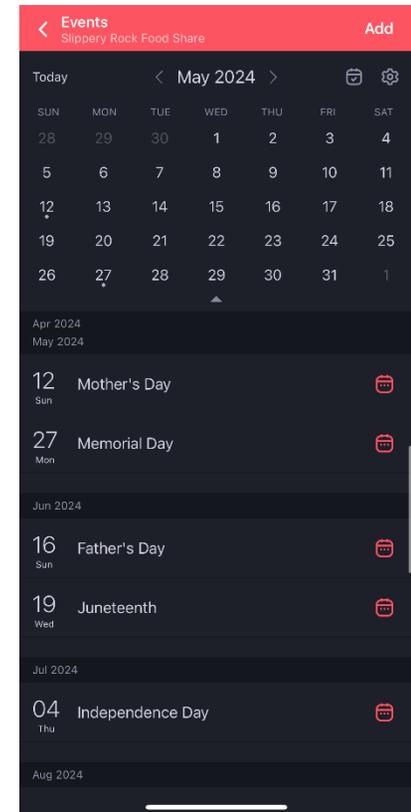
## Creating A Food Event Guide



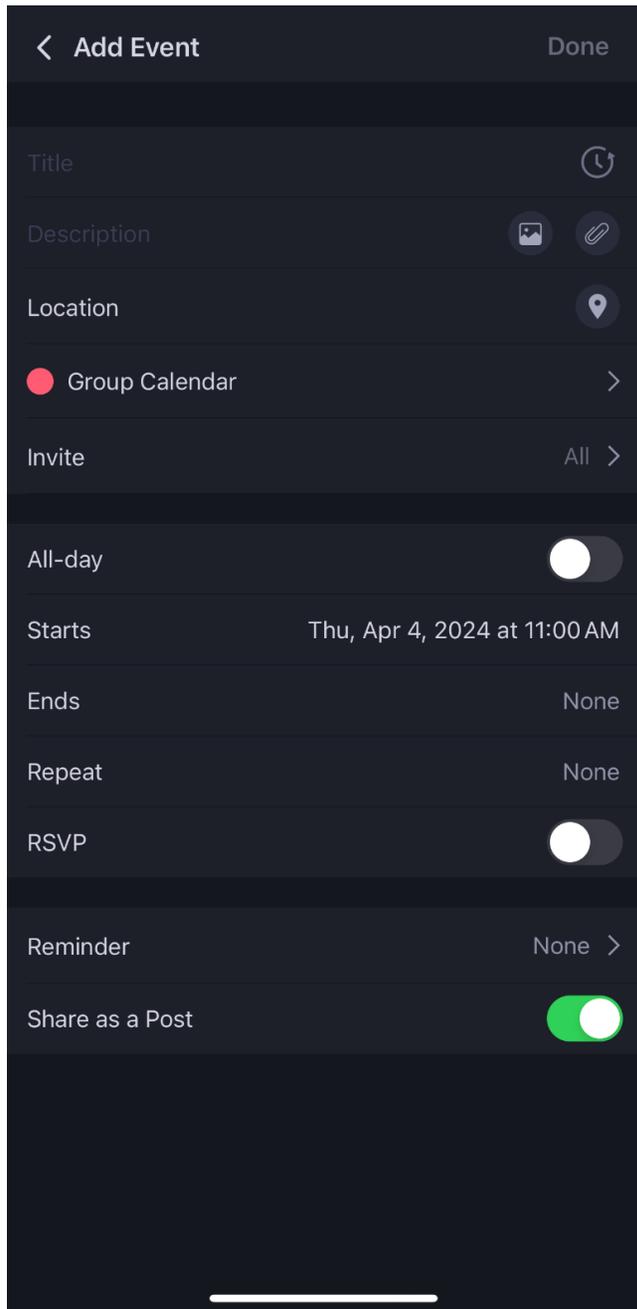
1. Sign in to BAND and tap the Slippery Rock Food Share Group.



2. Tap the calendar icon at the bottom.



3. Tap the "Add" option at the top.



→ Give your event a title and description. You can add photos or files by tapping the icons next to “Description”.

→ Add a location by dropping a pin on the map or searching for an address.

→ Set the date and time for the event.

→ Set reminders for the event. Users will already be notified by the initial posting of the event but you can choose to set additional reminders before it starts.

\*Group Calendar, Invite, Repeat, RSVP, and Share as a Post can all be left at the default settings.

Please contact [dining@sru.edu](mailto:dining@sru.edu) with any questions or concerns.