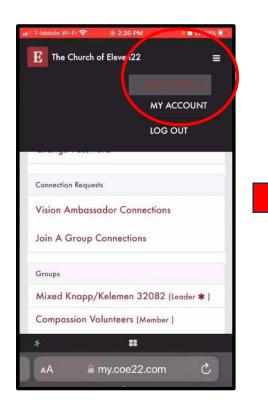
## Activate and Edit Your Group, Mobile

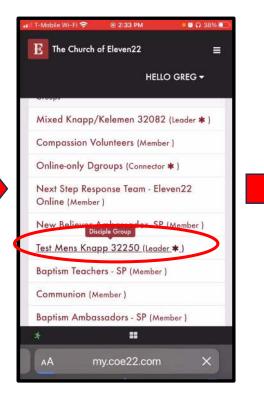


Step 1 - Make sure you are logged in at www.coe22.com. Click on the triple bar (hamburger menu) in the upper right and you will see "HELLO YOUR NAME." Click "My Account."

Step 2 – Scroll down and find the group you want to activate and edit and click on it.

Step 3 - Scroll down unitl you see your groups information. Click the "Edit" button.







Next Page

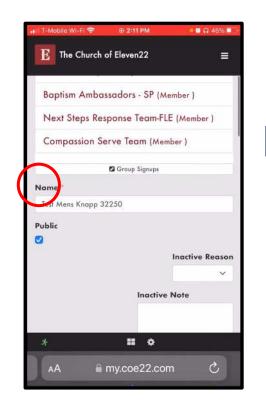
## Activate and Edit Your Group, Mobile

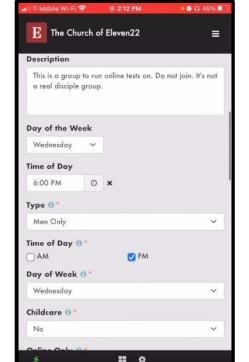


Step 4 – Make sure the "Public" box is checked so your group will be discoverable online.

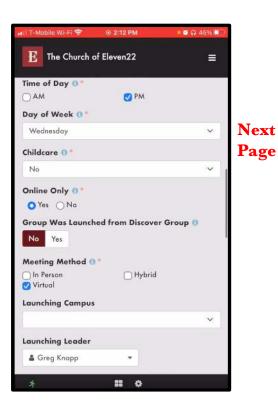
Step 5 – Check that your group description, day of week, time of day, type, AM or PM box is cheked, day of week and childcare status are all correct.

Step 6 – If your group is an online group, check "Yes" for "Online Only" and "Virtual" for "Meeting Method." If meeting in person, check "No" and "In Person."









## Activate and Edit Your Group, Mobile



Step 7 – After all your changes are made, remember to hit "Save."

