Click any of the campaign links suggested above to create your program for the respective campaign (Fall, Spring)

Once you arrive on the page, click the login button labeled 1 and follow the on-screen popup wizard to login using your Wikipedia account

After you are logged-in, click on the create program as labeled 2 in the diagram above

Select “Edit-a-thon” as your program type
On the next screen you are required to fill in the blank text boxes with the respective information about your program. *(Tip: You cannot include a # in your program title.)*

- Click **next** button as labeled 1 in the diagram above after you are done completing all information in the blank text boxes.
• Fill out the scheduled time and dates for the program
• Click *create my program* to complete the creation process, now your program is live!

Your program has been created and automatically added to the campaign as circled in the diagram above

Signing up participants to your program
• At this point your program has been created
• Copy the link in the area labeled 1 as indicated in the diagram above
• Send the link to your participants to enroll for the program

• Participants can just paste the link in the URL of their browser
• Returning participants or participants with an account on Wikipedia can just click the login button as indicated with the number 1 in the diagram above
• New participants should click the sign-up button labeled 2 as indicated in the diagram
• All participants should follow the on-screen popup wizard to either create an account or log in
• Once your account creation or log in is successful, you will be redirected back to the dashboard page
• You will then receive a welcome message at the top of the dashboard page as circled in the diagram above

• Enable account requests on your program dashboard by clicking “enable account requests” as labeled 1 in the image above
• This is important if you expect to have new editors at your event because Wikipedia places a daily limit on new accounts per IP address. Enabling account requests allows you to go over this limit.

• Approve account requests on your program dashboard by clicking “View” as labeled 1 in the image above.

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