Adding/Editing Territories

This is intended to be a set of instructions for the Membership Coordinator and Subcoordinator team.

Please note that only Membership Coordinators and Subcoordinators can Add or Edit territory listings.

1. Log into OWBN.net with your username/Password



 In the drop down list "Select Administrative Dashboard", choose either "Membership: Subcoord" or "Membership: Coordinator". It depends on whether or not you are the Coordinator or Subcoord. Then click on the button marked: "Go".

					HOME	RESOURC	ES G
- Select	Administrativ	ve Dashboard -	۲	Go			
Test Gai		re Dashboard - g Purposes: HST, Cou	uncil Member	D OF DAR	_	NG GAMES	
FFAI	KERS	0 N					
View	Edit	Petition list	Order histo	ry			

3. Click on the "Territories" tab.

- Select A	Administrative Dashboard -		GO	
SINE W	WWW (w W	n international netv orld of Darkness ve-action role-play	
TEAN	и Мемвеі	RSHIP		
Home	R&U Database	Edit Votes	Territories	

4. To create a Territory, follow steps 5-7To edit or delete an existing Territory, follow steps 8-11

5. To create a new Territory, click on "Add new Territory".



6. Fill in the form.

Click on "Save" when completed.

Create Territory			
Home Add content	Territory Names are	متعالية	tructured as
		•	
Territory name *	(Country) – (Provinc	e/State) ·	– (City), but that's
	up to the Members	nin Coord	inator
Claimed By	up to the Membersi		inator
Choose some options			
Notes			
B I U 🛪 🗄 🌾 🏨 🧥 🗛 🛪 🗛 * x² x2 ** 📸 🕼 🥥 🐧 Normal	T ■ № •	Use the	drop down list to
		pick a C	hronicle.
		V	
		You can	choose more than
Use the Notes to indicate any Territory	details, and any	one chr	onicle if the
	. ,	Tousitou	, is showed
Territory Sharing provisions.		Territor	y is shared.
		Simply o	hoose the first
		chronic	e, then click on the
		CHIOHICI	e, then thick off the
		drop do	wn list to pick a
		second	and repeat for
			•
body p		additior	al Chronicles or
Use this to indicate details about territory or territory sharing provisions		Coordin	ators
		Coorum	0.015
Location	L		
e.g. a place of business, venue, meeting point			
Street	etails about the location	on can be	added here,
Additional	specially if it is a specifi	ic huilding	a or city. Only fill
City			
State/Province O	n what is appropriate fo	or the Cla	imed Territory.
Country United States -			
Save			

7. A confirmation will appear indicating the Territory has been successfully created.



8. To edit or delete an existing territory, first use the search tool to find the desired Territory. Multiple search options can be used.

Click on "Apply" when the search terms have been filled out.

IBERSHIP		
Territories		
Add new territory		
Claimed By		City
Test Game for Testing Purp	ooses	v
		County
Province	Country	
Ohio	United States	Apply

9. When the desired Territory appears, click on "Edit".

Add new territory					
Claimed By		City			
Test Game for Testing Purposes		*			
		County			
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Province	0		* Analy		
	- Any -		Apply		
Territory Name 🔺	County	City	Country	Province	View
				k	
USA - Ohio -	Near the Statue of	Faketown	United States	Ohio edit	View
Faketown	Fakerson				

10. Fill out the form, as detailed in step 6. Click on "Save" when completed.



11. If the Territory is to be deleted, scroll to the bottom of the screen and click on the "Delete" option on the bottom right.

It will ask for a confirmation, as this is permanent.