

Navigating Meetup.com

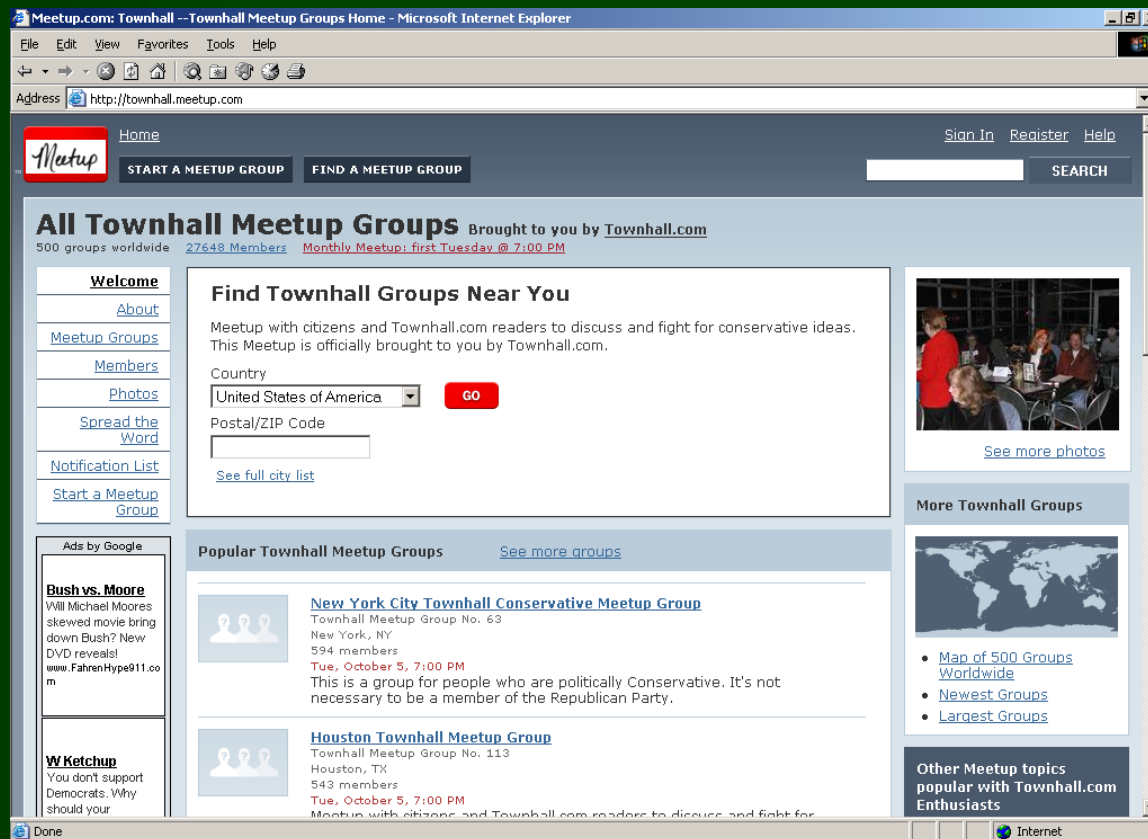
How to use Meetup.com to participate in
your Townhall conservative group

In this presentation, you will learn how to:

- ◆ Sign-up for your local Townhall Meetup
- ◆ Get information about your group's events
- ◆ RSVP for your Meetup
- ◆ Contact other members
- ◆ Use Townhall Meetup message boards
- ◆ Use other tools available on Meetup.com

Sign-up for your local Townhall Meetup




1. Visit <http://townhall.meetup.com>
2. Enter your ZIP code and click “Go”



Sign-up for your local Townhall Meetup

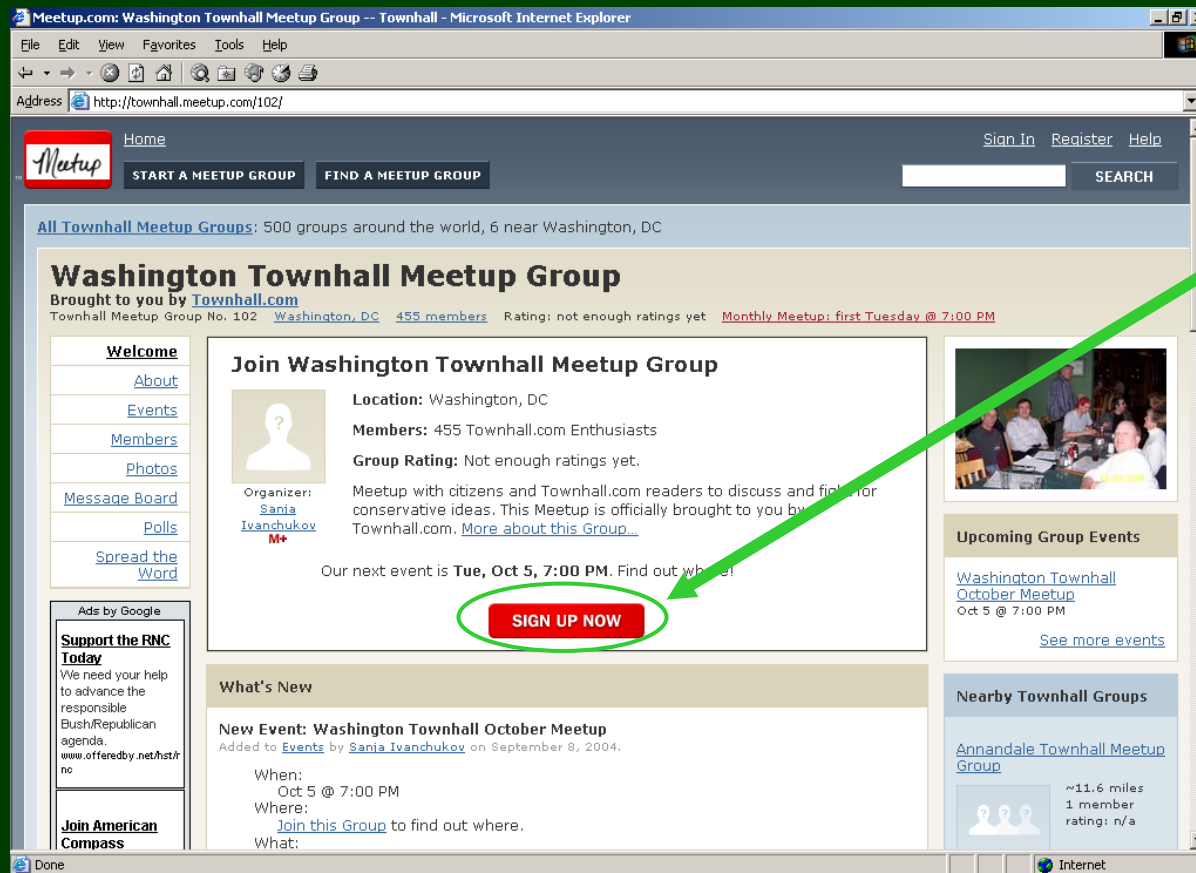
3. Choose from the list of Townhall Meetup groups near you
(Note: You are able to sign up for multiple groups, and you may want to look through a few of the groups to get a feel for their members and activities.)

The screenshot shows the Townhall Meetup website in a Microsoft Internet Explorer browser window. The address bar shows <http://townhall.meetup.com/groups/>. The page features a navigation bar with links for Home, Sign In, Register, and Help. Below this is a search bar and buttons for 'START A MEETUP GROUP' and 'FIND A MEETUP GROUP'. The main heading is 'All Townhall Meetup Groups Brought to you by Townhall.com', with subtext indicating '500 groups worldwide', '27648 Members', and 'Monthly Meetup: first Tuesday @ 7:00 PM'. A sidebar on the left contains links for Welcome, About, Meetup Groups, Members, Photos, Spread the Word, Notification List, and Start a Meetup Group. The main content area is titled 'Nearest Meetup Groups' and includes a search filter for 'Country' (United States of America) and 'Postal/ZIP Code' (20002). Below the search filters is a table listing three groups:

Meetup Group	Distance	Members	Ratings	Monthly Meetup
 Washington Townhall Meetup Group Townhall Meetup Group No. 102 Founded October 22, 2003	~1.6 miles Washington, DC	455	Not enough ratings yet.	Tue, October 5, 7:00 PM
 Annandale Townhall Meetup Group Townhall Meetup Group No. 485 Meetup with citizens and Townhall.com readers to discuss and fight for conservative ideas. This Meetup is officially brought to you by Townhall.com. Founded September 9, 2004	~13.1 miles Annandale, VA	1	Not enough ratings yet.	Tue, October 5, 7:00 PM
 Montgomery County Townhall Meetup Group Townhall Meetup Group No. 174	~15.8 miles Rockville, MD	152	100% positive	Tue, October 5, 7:00 PM

Sign-up for your local Townhall Meetup

- Once you have chosen a group, click the “Sign up now” button on the group’s main page



Sign-up for your local Townhall Meetup

5. Create your Meetup account by entering the required information

Meetup.com: Sign up - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Address <http://www.meetup.com/register/?number=102&urlkey=townhall&returnUri=>

Home

START A MEETUP GROUP FIND A MEETUP GROUP

SEARCH

Home

Meetup Tour

Discuss Meetup.com

Brought to you by Townhall.com townhall.com

Create a Meetup.com Account

Enter information • Confirm your email

Already have an account? [Sign in.](#)

Your name:	<input type="text"/>	Most people share their real name , or at least their first name, but you're welcome to enter a nickname instead.
Create a user ID:	<input type="text"/>	4-16 characters Your unique user ID identifies you on the message boards and elsewhere. (Your name or nickname will also appear.)
Email:	<input type="text"/>	You'll need to use a real email address that you can check immediately.
Email again:	<input type="text"/>	Meetup.com never sells or shares your email address. We hate spam too.
Create a password:	<input type="text"/>	4-16 characters
Location:	Country <input type="text" value="United States of America"/> Postal/ZIP Code <input type="text"/>	Most Meetup.com emails are currently text only.
Email preferences:	<input checked="" type="radio"/> Send HTML messages (pictures as well as text) <input type="radio"/> Send text-only messages	

Sign-up for your local Townhall Meetup

6. An message will be sent to you that prompts you to verify your email address:

Dear Jane Doe,

Before you can fully participate in Meetup.com, we need you to verify your email address. To do so, please click the following link:

[link here]

If you're unable to click the link above, cut and paste it into your web browser. If you are unable to do that, reply to this email and say you had trouble "verifying your email address".

Sincerely,

The team at Meetup.com

Sign-up for your local Townhall Meetup

You can verify your account in one of three ways:

- (1) Click on the link in the email sent to you by Meetup.com
- (2) Copy and paste the link into the address bar of Internet Explorer
- (3) Reply to the verification email sent to you.

If you have any problems with the verification process, email support@meetup.com and let them know that you're having problems.

Sign-up for your local Townhall Meetup

Once you sign in to the Meetup.com system as a new user, you will be prompted to enter additional (optional) information about yourself that will be displayed in the “Members” section.

The screenshot shows a web browser window displaying the Meetup.com profile for the "Washington Townhall Meetup Group". The browser's address bar shows the URL: http://townhall.meetup.com/102/profile/?crossreg_submit=1&crossreg=1. The page features a navigation bar with the Meetup logo, a "Home" link, and a welcome message "Welcome back, Jane Doe!". Below the navigation bar, there are buttons for "START A MEETUP GROUP" and "FIND A MEETUP GROUP", along with a search bar. The main content area is titled "Washington Townhall Meetup Group" and includes a sub-header "Brought to you by Townhall.com". It also displays the group number (102), location (Washington, DC), member count (456 members), and a rating. A sidebar on the left contains links for "Welcome", "About", "Events", "Members", "Photos", "Message Board", "Polls", "Spread the Word", "Contact Organizer", and "Your Profile". The "Your Profile" section is highlighted and contains a form for introducing oneself. The form includes a text area for "Introduce yourself:" and a photo upload section with a "Browse..." button. Below the photo upload section, there are "Preferences for this Meetup Group" and a checkbox for "Get message board updates?".

Meetup.com: Washington Townhall Meetup Group -- Townhall -- Your Meetup Group Profile - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Google

Address http://townhall.meetup.com/102/profile/?crossreg_submit=1&crossreg=1

Home Welcome back, Jane Doe! Your Account Sign Out Help

START A MEETUP GROUP FIND A MEETUP GROUP

SEARCH

All Townhall Meetup Groups: 500 groups around the world, 6 near Washington, DC

Washington Townhall Meetup Group

Brought to you by [Townhall.com](#)

Townhall Meetup Group No. 102 Washington, DC 456 members Rating: not enough ratings yet Monthly Meetup: first Tuesday @ 7:00 PM

Welcome About Events Members Photos Message Board Polls Spread the Word Contact Organizer Your Profile

Your Profile

Help group members get to know you! All fields are optional.

Introduce yourself:

This helps members get to know you before you meet.

Your photo: ☐ Upload a new photo: Browse...

Your photo will be resized as shown. Portrait photos work best.

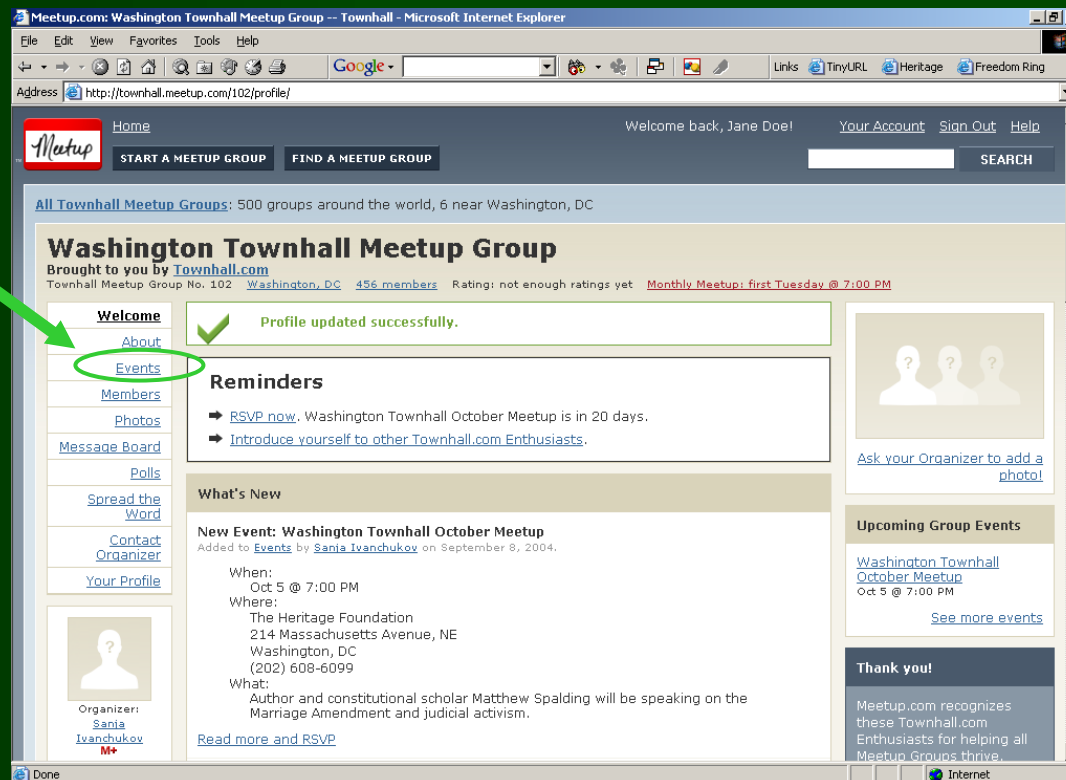
Preferences for this Meetup Group

Get message board updates? ☒

Get a weekly email alert when new discussions or messages are posted on the group message board.

Townhall Meetup events

Each month, National Townhall Meetups happen on the first Tuesday at 7:00 p.m. However, your organizer may choose to add additional events to the group's calendar. To view all of your group's events, click on the "Events" link in the left toolbox.



RSVP for your Townhall Meetup

Once you have found your Townhall Meetup group's events page, click on the "RSVP" link at the right of each listed event to let the organizer know whether you plan to attend or not.

The screenshot shows a web browser window displaying the Townhall Meetup website. The page is titled "Washington Townhall Meetup Group" and lists upcoming events. A green arrow points to the "RSVP!" link in the "Attendees" column for the "Washington Townhall October Meetup".

Event	When	Attendees
Washington Townhall October Meetup The Heritage Foundation, Washington, DC Author and constitutional scholar Matthew Spalding will be speaking on the Marriage Amendment and judicial activism.	Tue, Oct 5, 2004 at 7:00 PM	0 so far RSVP!

Other Townhall Events near Washington, DC			
Annandale Townhall Meetup Group October Meetup	Tue, Oct 5, 2004 at 7:00 PM	Annandale, VA ~0.0 miles	0 rsmps RSVP!
Northern Virginia Townhall October Meetup Meetup will be at 2 locations: Springfield/Annandale e at Magill's Pizza & Buffet (listed below) AND in Vienna at Barbecue Country, 118 Branch Rd SE, Vienna, VA 22180, (703) 319-8746 **Please note COSI, in Reston WILL NOT be hosting a meetup***	Tue, Oct 5, 2004 at 7:00 PM	Annandale, VA ~1.0 miles	1 rsvp RSVP!

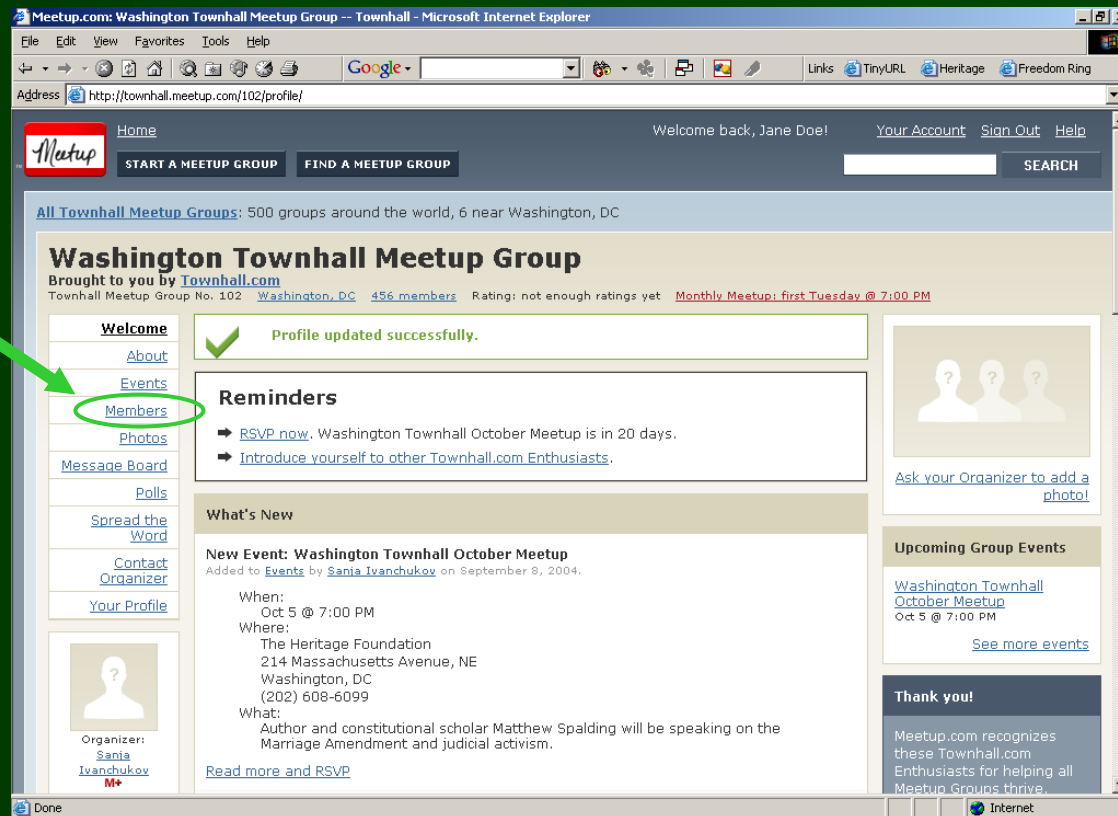
RSVP for your Townhall Meetup

Enter whether you will attend, how many guests you plan to bring, and any comments that you may have, then click “Submit.”

The screenshot shows the Meetup.com interface for the 'Washington Townhall Meetup Group'. The page title is 'Washington Townhall Meetup Group' and the event is 'Washington Townhall October Meetup'. The event description states: 'Author and constitutional scholar Matthew Spalding will be speaking on the Marriage Amendment and judicial activism.' The event details are: 'When: Tuesday, October 5, 2004 at 7:00 PM' and 'Where: The Heritage Foundation, 214 Massachusetts Avenue, NE, Washington, DC 20002 (202) 608-6099'. The RSVP form is highlighted with a yellow background and contains the following fields: 'Can you attend?' with radio buttons for 'Yes', 'No', and 'Maybe'; 'Bringing guests?' with a dropdown menu set to 'Just me'; 'Add a comment: (Optional)' with a text input field; and a checkbox for 'Send me an email reminder the week before the event'. A 'Submit' button is at the bottom right of the form. A green arrow points to the 'Can you attend?' section. The page also shows a sidebar with links like 'Welcome', 'About', 'Events', 'Members', 'Photos', 'Message Board', 'Polls', 'Spread the Word', 'Contact Organizer', and 'Your Profile'. The organizer is listed as 'Sania Ivanchukov'.

Contact other members

Only Meetup+ members have the ability to contact other members. To contact other members, click on the “Members” link in the toolbox at the left.



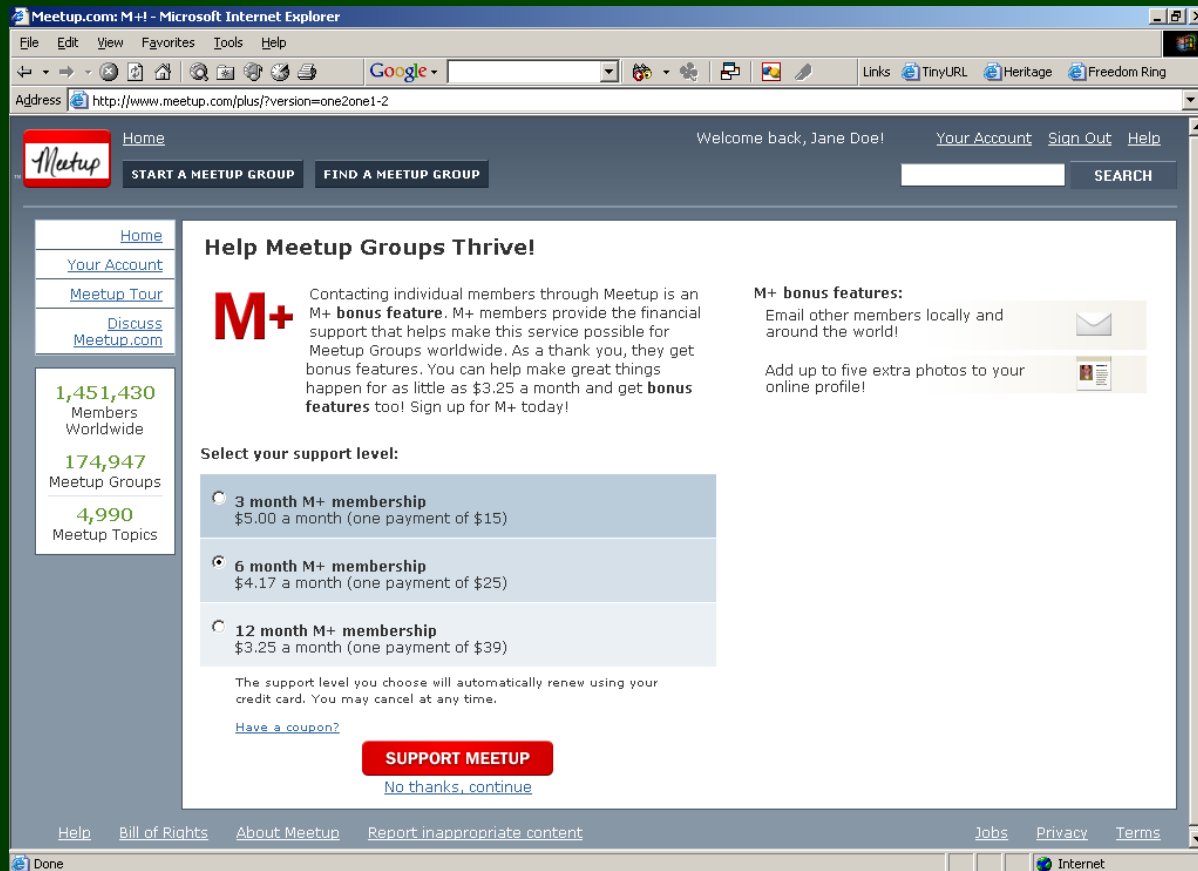
Contact other members

Find the member's name in the membership list, and click on the envelope next to their name. (Note: If there is a red "X" through the envelope, you are not able to contact that member.)

The screenshot shows a Microsoft Internet Explorer browser window displaying the 'Members' page of the 'Washington Townhall Meetup Group'. The browser's address bar shows 'http://townhall.meetup.com/102/members/'. The page features a navigation bar with links like 'Home', 'START A MEETUP GROUP', and 'FIND A MEETUP GROUP'. Below this, a sidebar on the left contains links for 'Welcome', 'About', 'Events', 'Members', 'Photos', 'Message Board', 'Polls', 'Spread the Word', 'Contact Organizer', and 'Your Profile'. The main content area is titled 'Members' and includes a 'Sort by:' dropdown menu with options: 'Name', 'Join Date', 'Recent Activity', and 'Photo'. A list of members is displayed, each with a placeholder profile picture (a circle with a question mark), a name, a user ID, and a join date. The members listed are: Jane Doe (User ID: JaneyDoe, Member since September 2004), DCDOGG (User ID: DCDOGG, Member since July 2004), katva (User ID: quatkat, Member since September 2004), and CHRIS (User ID: CCR38, Member since September 2004). At the bottom of the sidebar, the organizer is listed as 'Sania Ivanchukov' with a red 'M+' icon. The browser's status bar at the bottom shows 'Done' and 'Internet'.

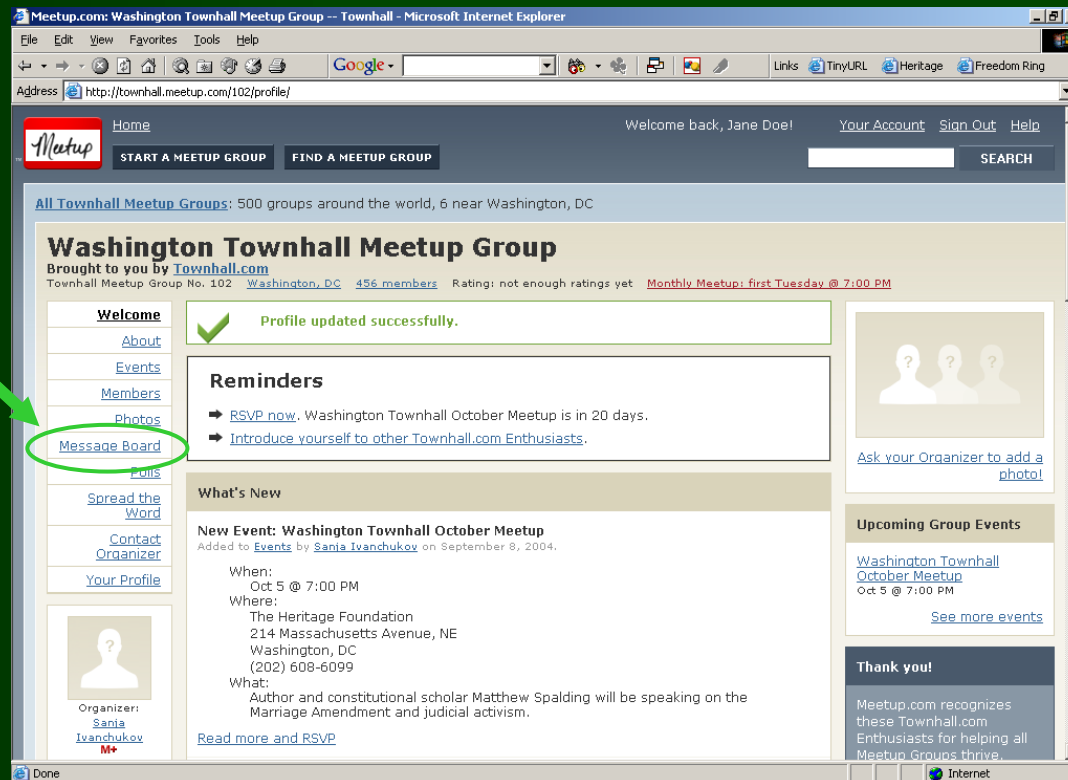
Contact other members

If you are not yet a Meetup+ member, you will be prompted to join, giving you additional features for a fee.



Use Townhall Meetup message boards

Each Townhall Meetup group has a message board for members to communicate in between Meetups. To access these message boards, click on the “Message Board” link in the toolbox on the left.



Use Townhall Meetup message boards

You can read and reply to discussions that have already been created by other members

Or you can start your own discussion on a topic of your choice

Meetup.com: Washington Townhall Meetup Group -- Townhall -- Message Board - Microsoft Internet Explorer

Address: <http://townhall.meetup.com/102/boards/>

Welcome back, Jane Doe! [Your Account](#) [Sign Out](#) [Help](#)

START A MEETUP GROUP **FIND A MEETUP GROUP**

All Townhall Meetup Groups: 500 groups around the world, 6 near Washington, DC

Washington Townhall Meetup Group

Brought to you by [Townhall.com](#)
Townhall Meetup Group No. 102 [Washington, DC](#) [456 members](#) Rating: not enough ratings yet [Monthly Meetup: first Tuesday @ 7:00 PM](#)

[Welcome](#)
[About](#)
[Events](#)
[Members](#)
[Photos](#)
Message Board
[Polls](#)
[Spread the Word](#)
[Contact Organizer](#)
[Your Profile](#)

[Start new discussion](#)

Don't want a weekly email alert when new messages are posted? [Stop tracking this message board](#)

[Mark all discussions as read](#)

Discussion	Started By	Replies	Latest Reply
What's New in the New Meetup.com The new version of Meetup launched in September, 2004. Now this really is your Meetup Group. ...	Meetup.com	0	Sep 3, 2004 6:58 PM by Meetup.com
This month's Meetup at the Heritage Foundation FYI: This month's Meetup will be at the Heritage Foundation, where we will hear url=http://www.herf...	carolyndavids	0	Aug 23, 2004 2:41 PM by carolyndavids
Welcome to the local Meetup message boards! This is the place to continue the conversation between monthly Meetups. Get to know your local Meetu...	MeetupAdmin	0	Apr 15, 2004 10:38 AM by MeetupAdmin

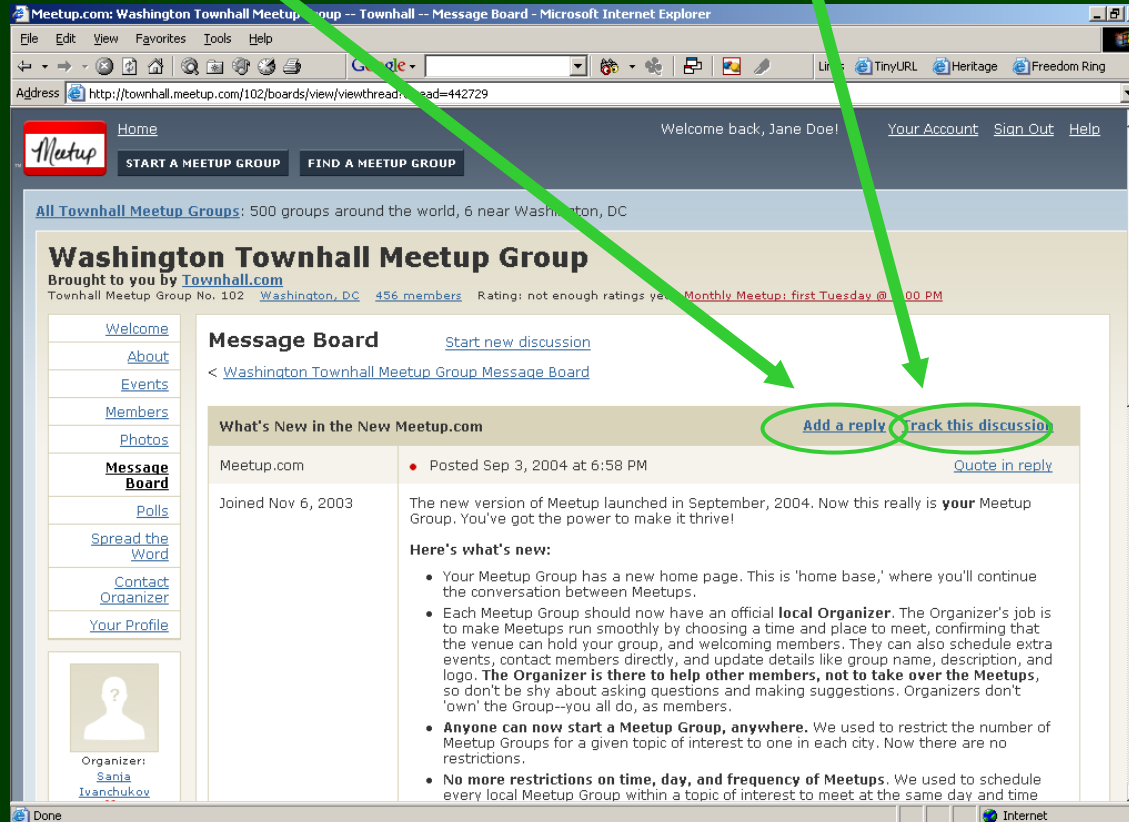
Powered by [myvForum](#)

Organizer: [Sania Ivanchukov](#)

Use Townhall Meetup message boards

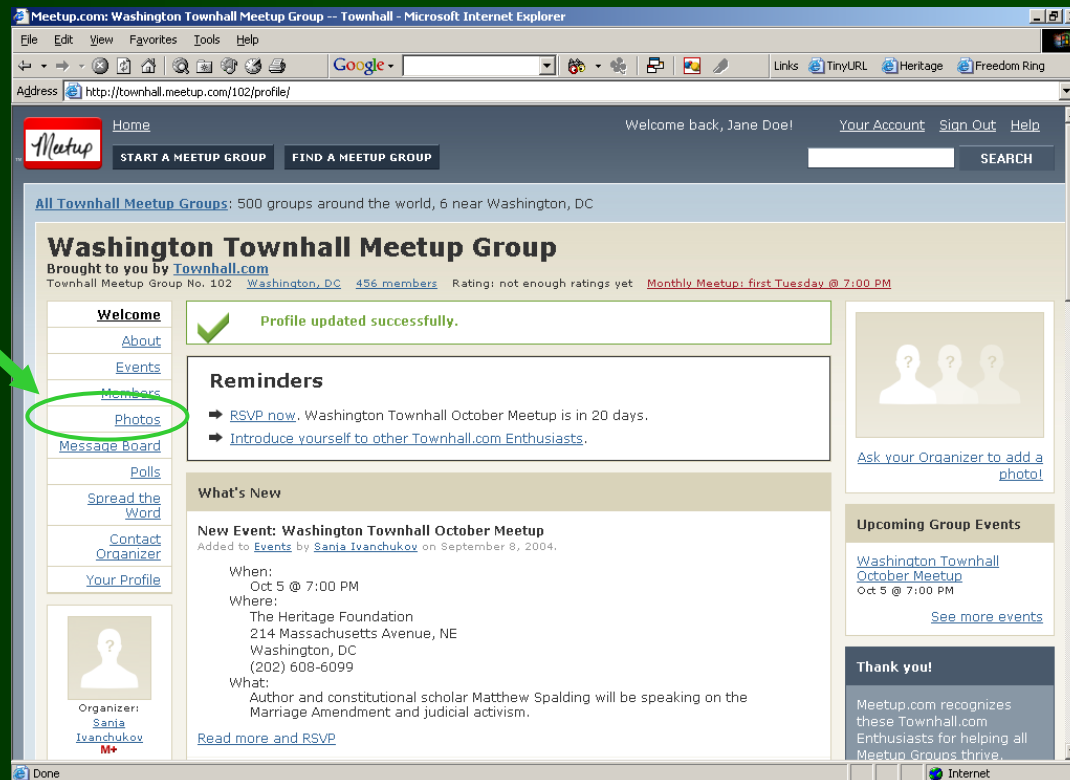
To reply to a discussion,
click “Add a reply.”

To receive a weekly email summary
on any discussion updates, click
“Track this discussion.”



Use other tools available on Meetup.com

To upload digital or scanned photos that were taken of your Meetup group, click on “Photos” in the toolbox on the left.



Use other tools available on Meetup.com

Click “Add a photo” at the top of the next page, which directs you to the upload page. From there, choose the event at which the photo was taken, click on “Browse” to find the photo on your computer’s hard drive, add a caption, then click “Upload Photo” to complete.

The screenshot shows a Microsoft Internet Explorer browser window displaying the 'Add a Photo' page for the 'Washington Townhall Meetup Group'. The browser's address bar shows the URL: <http://townhall.meetup.com/102/photos/upload/?eventId=>. The page header includes the Meetup logo, navigation links (Home, START A MEETUP GROUP, FIND A MEETUP GROUP), and a search bar. The main content area is titled 'Washington Townhall Meetup Group' and includes a sidebar with links (Welcome, About, Events, Members, Photos, Message Board, Polls, Spread the Word, Contact Organizer, Your Profile) and a section for the organizer, Sapia Ivanchukov. The main form area is titled 'Add a Photo' and contains a dropdown menu for the event (Washington Townhall Septemb... (Sep 07, 2004)), a text input field for the photo path, a 'Browse...' button, a text input field for the caption, and an 'Upload Photo' button. A sidebar on the right contains instructions: 'Your photo must be in JPEG format and be less than 2MB in size.' and 'By submitting photos or any other content to Meetup.com, you agree to be bound by Meetup's Terms of Service.'

Meetup.com: Washington Townhall Meetup Group -- Townhall -- Upload Event Photo - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Google

Links TinyURL Heritage Freedom Ring

Address <http://townhall.meetup.com/102/photos/upload/?eventId=>

Home Welcome back, Jane Doe! Your Account Sign Out Help

START A MEETUP GROUP FIND A MEETUP GROUP

SEARCH

All Townhall Meetup Groups: 500 groups around the world, 6 near Washington, DC

Washington Townhall Meetup Group
Brought to you by [Townhall.com](#)
Townhall Meetup Group No. 102 Washington, DC 456 members Rating: not enough ratings yet Monthly Meetup: first Tuesday @ 7:00 PM

Welcome
About
Events
Members
Photos
Message Board
Polls
Spread the Word
Contact Organizer
Your Profile

Add a Photo [back to Washington Townhall Meetup Group Photos](#)

Event: Washington Townhall Septemb... (Sep 07, 2004)

Find the photo on your computer: Browse...

Add a caption:

Upload Photo

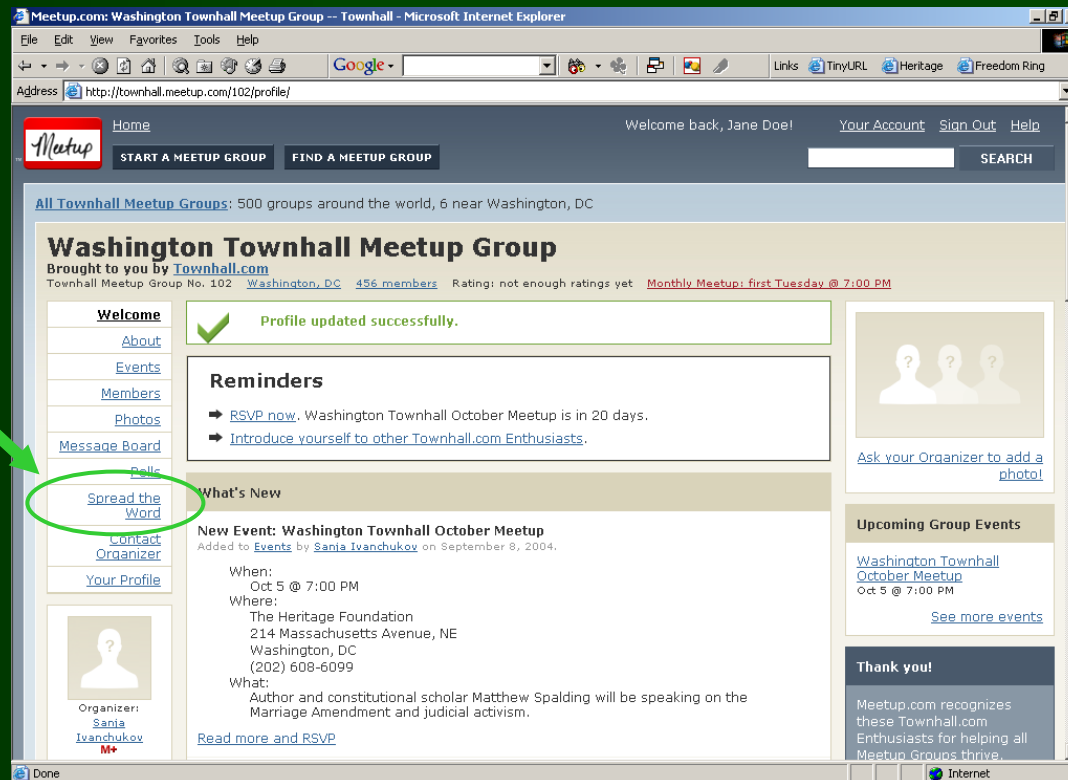
Your photo must be in JPEG format and be less than 2MB in size.

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Organizer:
Sapia Ivanchukov
M+

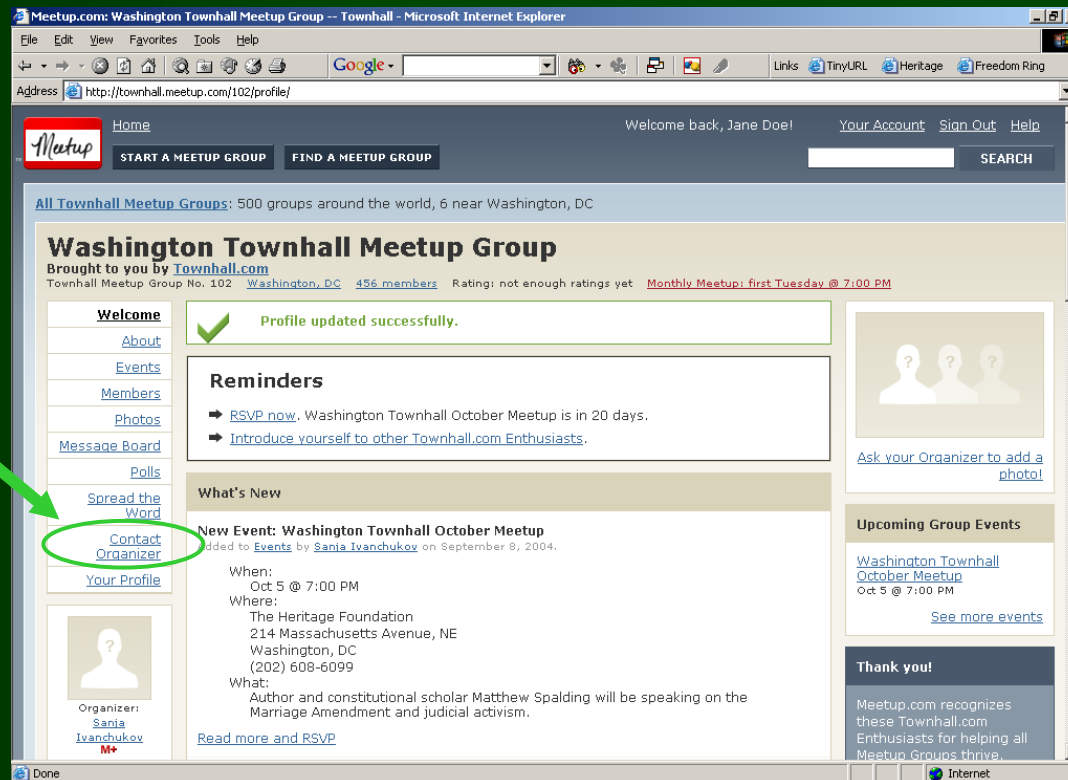
Use other tools available on Meetup.com

To tell others about Townhall Meetups via the web, click on the “Spread the Word” link in the toolbox at the left.



Use other tools available on Meetup.com

To contact your group's organizer, click on "Contact Organizer," enter a message into the form on the following page, and click "send."



Use other tools available on Meetup.com

To change your personal or contact information on Meetup.com, use both the “Your Profile” link in the toolbox at the left and the “Your Account” link at the top right.

