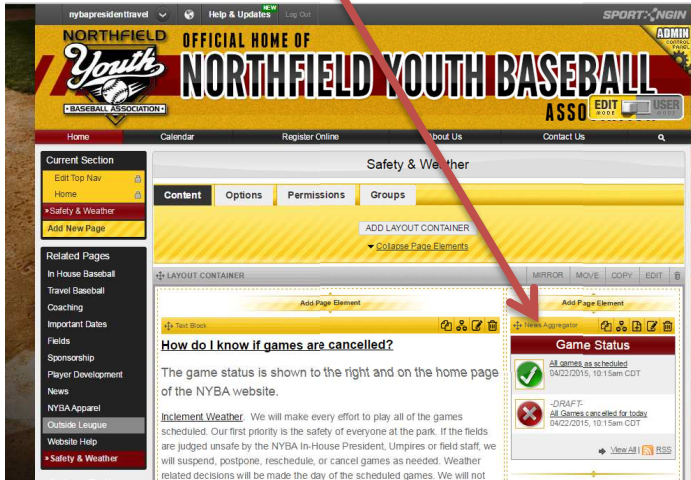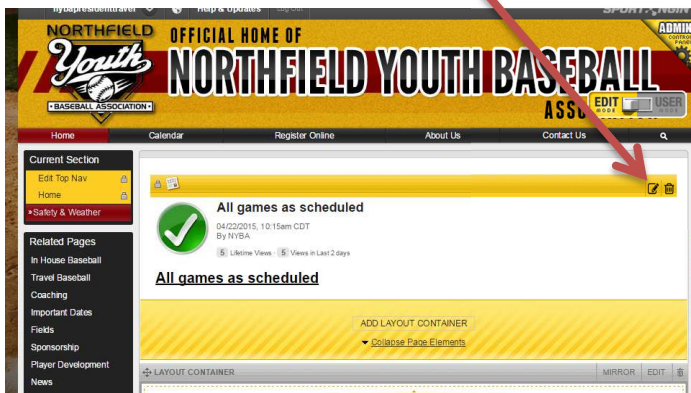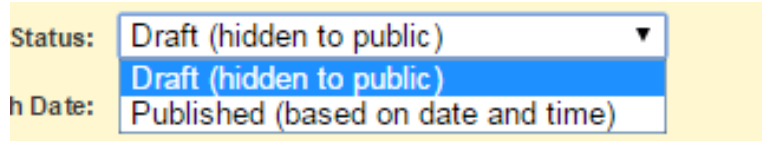Change game status

1. To change game status, you must have Webmaster privileges.
2. Log into your Sport Ngin account and go the Safety & Weather page.
3. Make sure the switch in the Edit mode position.
4. If games are to be cancelled for the day, first click on the "All games as scheduled" new event on the right side of the page.
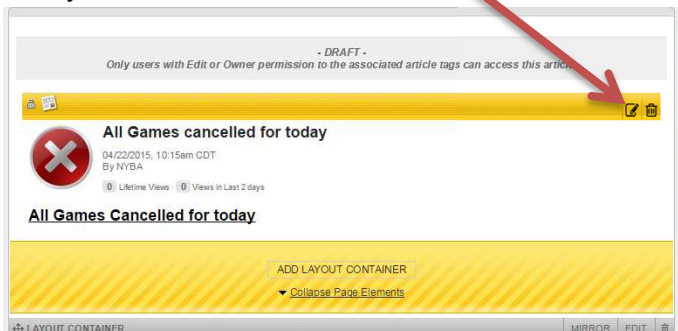

5. Then click the edit news article button.

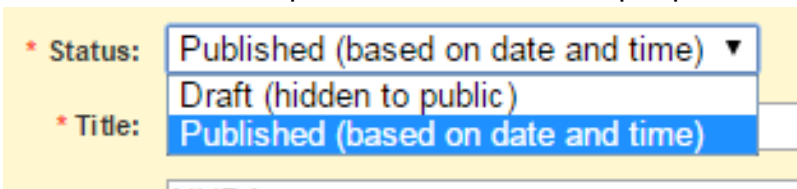6. Change the Status to Draft (hidden from Public).

7. Click 'Save Changes' at the bottom of the page.

8. Go back to Safety and Weather page and click on the All Games cancelled for today news event. Then click the edit news article button.

9. Change the status to Published (based on date and time). The Date and time should update to the current date and time (within a 15min window). The date and time will show up on the new article so people know if information is current.

10. Click 'Save Changes' at the bottom of the page.

To change back to the games as scheduled new article, change the status of the Games cancelled news article to Draft and change the games as scheduled news article to Published.