

HOW DO I REGISTER A RESISTANCE GATHERING?

You can register your event on Mobilize

<https://www.mobilize.us/onemillionrising/c/one-million-rising/event/create/>

Help! I need to edit my event at the last minute (eg: due to a change in venue)

The basic details of your event (time, location) are editable on your event host dashboard, but the text within your event description can only be edited by a Mobilize administrator.

- To make updates to your event time or location, visit your host dashboard. You can access your host dashboard by opening [mobilize.us/onemillionrising](https://www.mobilize.us/onemillionrising), clicking on Menu, and selecting "One Million Rising" from the drop-down menu under "Organize For."
- If you need to make a change in the text of your event description, please email Onemillionrising@nokings.org with
 1. A link to your One Million Rising event
 2. The changes you need made to your event description. The more specificity you can provide (e.g. highlighting the changes in your email), the faster we can make updates.
- **NOTE 1:** Requested changes to your event description will be made at the discretion of the Event Support Team.
- **NOTE 2:** In the 48 hours leading up to your event, the Event Support Team will only be updating information critical to your attendees' ability to participate in your event (e.g. updating the location or time in your event description).

I submitted my event on Mobilize but I'm not seeing it yet...

Registered events are being reviewed and approved on a daily basis, but there are understandably many events to review so please allow **48-72 hours for approval**. If your event is not approved, you will receive notification from our events team.

How do I email my RSVP list in Mobilize?

- [Here is a tutorial from Mobilize](https://help.mobilize.us/en/articles/8207510-email-attendees-from-your-dashboard) on how to email the registrants of a specific event.
 - Note that Mobilize supports formatting in emails (so you can add hyperlinks, bold things, etc.), but it's a little trickier than your personal email. There is an explanation from Mobilize on how to format emails in their tool. But when in doubt, plain text is best!
- <https://help.mobilize.us/en/articles/4196288-how-to-use-markdown-in-mobilize>

How do I contact my guests?

- To contact your One Million Rising guests through Mobilize you first need to access your One Million Rising event dashboard. To do that, please navigate to www.mobilize.us, click the menu button in the top right hand corner of your screen, then choose to "organize for" One Million Rising.
- Once you've made your event in Mobilize, there will be a feature to "Email Attendees" at the top of your backend event page. Use this to contact your guests:

One Million Rising Resistance Gathering - test event

<https://www.mobilize.us/onemillionrising/event/815906/>

Email attendees

- For more on contacting guests, follow these steps:
<https://help.mobilize.us/en/articles/8212996-volunteer-hosts-email-event-attendees>