

## New and improved *Dynamic Bulletin* – Quick Guide

Write Bulletin in Word or similar

Create new **STORY** in Clubrunner (Admin – Edit Stories)

Copy and Paste from Word to new **STORY**

Flag story to only show in BULLETIN

Unflag previous BULLETIN story (you must select “Show: All Stories”)

**IMPORTANT:** “Publish Changes to Home Page”

Go to “Dynamic Bulletin” in **Club eBulletin** section

Select “Send Bulletin” to email to members