



Global Goals Jam

Design 2030 Now!

Web Guide

This is a guide for Global Goals Jam organizers to add their information to the main Global Goals Jam website. Please submit any questions you have here: <https://globalgoalsjam.org/#Contact>.

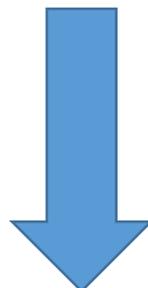
1. Login with your account at <https://globalgoalsjam.org/wp-admin>. If you do not have an account, please send us a message.
2. Depending on the information we have from you, we may have already entered some of the required details for you. Your Venue page should end up look something similar to here: <https://globalgoalsjam.org/venue/amsterdam/>

Check the Venue and Event sections to see if anything is already there, as shown here:

| <input type="checkbox"/> | Title | Author | Date |
|--------------------------|-----------|------------------------|------------|
| <input type="checkbox"/> | Amsterdam | Global Goals Amsterdam | 2018/09/17 |
| <input type="checkbox"/> | Title | Author | Date |

- a. If not, you will need to add information about the venue where your Jam is being hosted. Click on the “Add New Venue” button. Fill out the city your Jam is being hosted in as the title, the continent as the Location, and a picture of the venue as the Featured Image. Be sure to add the address, contact info, and any other settings you see fit in the “Venue Settings” section. Feel free to explore the various Venue and Event options, but **make sure to preview the changes before publishing or updating to make sure everything looks how you want.**
- b. If we have already added a venue/event for you, be sure to edit it to verify the information is correct, and fill in any missing information.

[Continue to Venue examples...](#)



Global Goals Jam | New | View Venue | Howdy, Global Goals Amsterdam

Edit Venue

City name of your venue is located goes here

Amsterdam

Permalink: <https://globalgoalsjam.org/venue/amsterdam/>

Visual | Text

Paragraph

Amsterdam is the founding member of the Global Goals Jam. During the first ever edition of the Global Goals Jam, in September 2016, 17 locations and over 500 jammers created over 10.000 hours of direct (design) impact for the SDGs. In the second year we had more than 1200 participants in over 40 cities worldwide designing for sustainable impact. See here some of the highlights of last year's editions, including our presentation at the New York Social Good Summit. For more, visit the [Storify page](#), see our [YouTube channel](#) or check [Twitter](#).

Word count: 86 | Last edited by jake on September 19, 2018 at 10:04 pm

Venue Settings

- General Details
- Contact
- Media & Sponsors

Official Web Site

You can enter an official web site URL.

<https://digitalsocietyschool.org/>

Publish

Preview Changes

Status: Published [Edit](#)

Visibility: Public [Edit](#)

Revisions: 6 [Browse](#)

Published on: Sep 17, 2018

Move to Trash | Update

Locations

All Locations | Most Used

- Europe
- Africa
- Asia
- North America
- Oceania
- South America

Tags

All Tags | Most Used

Global Goals Jam | New | View Venue | Howdy, Global Goals Amsterdam

venue settings

Setting the location (continent) is important

General Details

Contact

Media & Sponsors

Network

Location

You can choose a location.

Europe

Detailed Address

You can enter a detailed address.

Wibautstraat 2-4, 1091GM, Amsterdam, TF

Phone

You can enter a phone number.

Fax

You can enter a fax number.

Featured Image



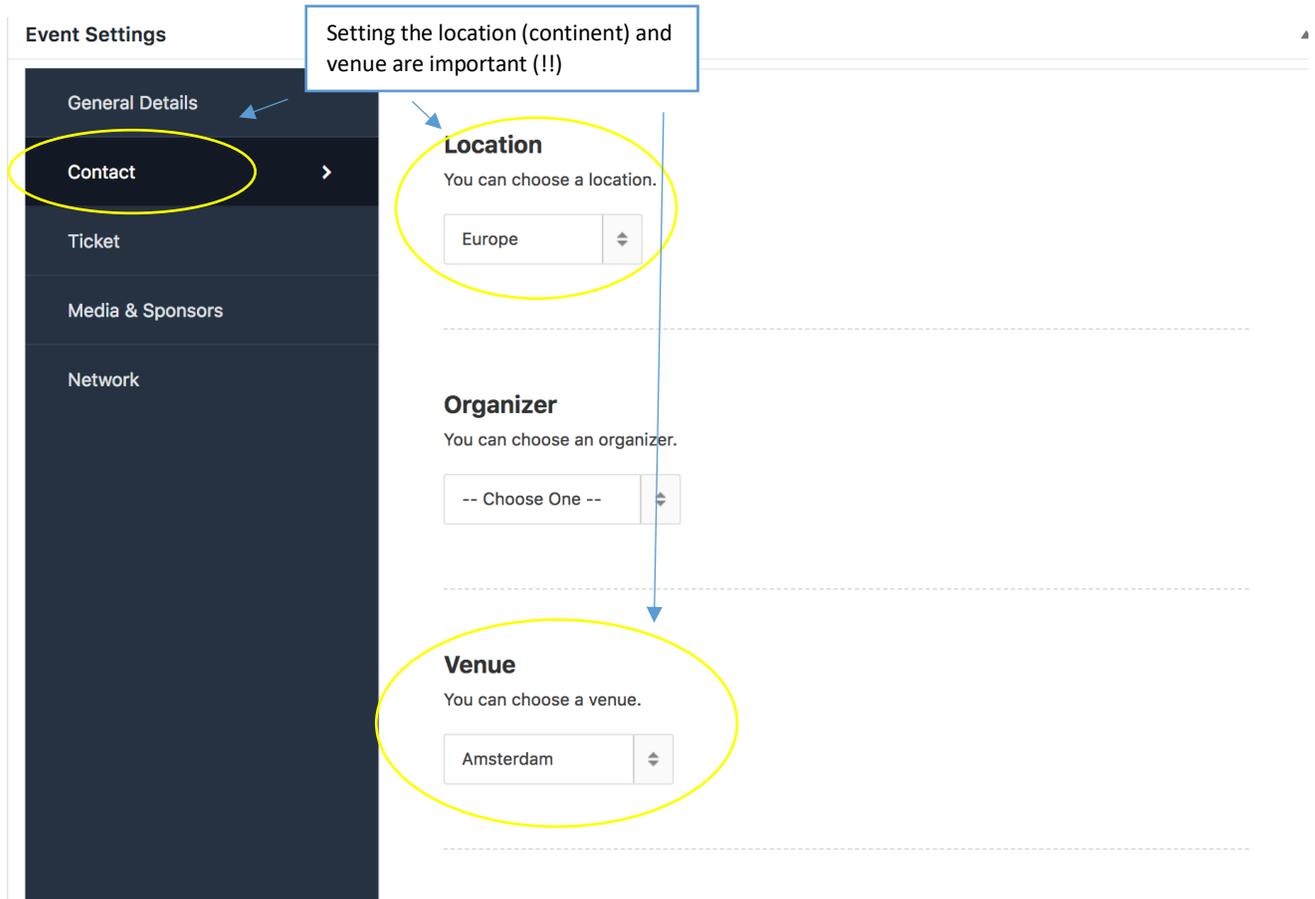
Click the image to edit or update

[Remove featured image](#)

Don't forget to check the different sections

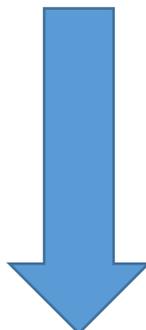
3. After your venue page is set, you will need to setup your Jam-related events. You can create one event for your entire Jam, or multiple events related to your Jam. There are quite a few options you can set including displaying a schedule, speakers, sponsors, a map to the event, a link to register or buy tickets, and more. An example can be seen here: <https://globalgoalsjam.org/event/global-goals-jam-2018-ams/>

a. The first and most important setting is the Venue. This way the event will show up on your Venue page. You can find it on the Contact tab.



b. Next, set the general information for your event, as seen in the next two images. You can also setup a schedule here.

Event setup continues below...



Global Goals Jam | New | View Event | Howdy, Global Goals Amsterdam

Edit Event [Add New Event](#) Screen Options

Global Goals Jam 2018 Amsterdam
 Permalink: <https://globalgoalsjam.org/event/global-goals-jam-2018-ams/> [Edit](#)

[Add Media](#) Visual Text

Paragraph **B** *I*

Do you have a passion for solving social challenges to improve lives? Join us in the third edition of the [#GlobalGoalsJam](#) in Amsterdam, where local innovators and creatives will join teams around the world in designing actionable interventions towards achieving the Sustainable Development Goals.

You are invited to expand your network and learn design methods from the [Digital Society School](#). Develop and share your ideas in real time with other participants from 65 locations all over the world. Including Kampala, Amman, Tokyo, Rio de Janeiro, Amsterdam and many more.

Do you want to be part of this global network of [changemakers](#) working on local challenges? We are looking forward to Jam with you!

The Sustainable Development Goals

Connecting Today, Creating Tomorrow

During the [2015 Social Good Summit](#), 193 world leaders committed to achieving [17 Sustainable Development Goals](#) by year 2030. The Global Goals Jam is an initiative of the United Nations Development Program and the Digital Society School, it seeks to design realistic, actionable interventions for the goals. This year we will focus on the goals:

Publish Preview Changes

Status: **Published** [Edit](#)

Visibility: **Public** [Edit](#)

Revisions: 3 [Browse](#)

Published on: Sep 17, 2018 @ 15:40 [Edit](#)

[Move to Trash](#) [Update](#)

Locations All Locations Most Used

Europe
 Africa
 Asia
 North America
 Oceania
 South America

Organizers All Organizers Most Used

Digital Society School

C.

Global Goals Jam | New | View Event | Howdy, Global Goals Amsterdam

General Details Contact Ticket Media & Sponsors Network

Start Date
 You can enter a start date. Format: 2018-08-26
 2018-09-21

Start Time
 You can enter a start time. Format: 18:00
 17:30

End Date
 You can enter an end date. Format: 2018-08-26
 2018-09-23

End Time
 You can enter an end time. Format: 18:00
 18:00

Expire Date
 You can enter expire date. The event will be

Published on: Sep 17, 2018 @ 15:40 [Edit](#)

[Move to Trash](#) [Update](#)

Locations All Locations Most Used

Europe
 Africa
 Asia
 North America
 Oceania
 South America

Organizers All Organizers Most Used

Digital Society School

Tags All Tags Most Used

Event Categories All Event Categories Most Used

Schedule

You can create a schedule.

| | | |
|-------|--|--|
| Day 1 | | |
| Day 2 | | |
| Day 3 | | |

You can re-order with drag & drop, the order will update after saving.

[Add New](#)

d. To set the ticket/registration:

The image shows a configuration interface for a ticket. On the left is a dark sidebar with three menu items: "Ticket" (circled in yellow), "Media & Sponsors", and "Network". A blue arrow points from the "Ticket" menu item to the main content area. The main content area is titled "Ticket" and has a subtitle "You can create a ticket." Below this is a form with several sections:

- Get Ticket**: A header section with a dropdown menu set to "-- Choose One --".
- Title**: A text input field containing "Get Ticket" (circled in yellow).
- Product For Price**: A section with a dropdown menu set to "-- Choose One --" (circled in red with a large red 'X' over it).
- Package Feature**: A section with a text input field containing "€50 EUR" and "€15 for Students" (circled in green with a green checkmark).
- Redirect to External Link**: A section with a green toggle switch labeled "ON" (circled in yellow).
- External Link**: A text input field containing "https://www.eventbrite.nl/e/global-goals-jam-amsterdam-2018-i" (circled in yellow).
- External Link Title**: A text input field containing "Buy Ticket!" (circled in yellow).

First, set the title of the action...Get Ticket or Register should suffice

Next, set the price (or say it's free) under the "Package Feature" section, NOT under the "Product for Price" section.

Lastly, you'll need to set the link for getting a ticket or registering. Also chose a title for the button. Unfortunately, we don't currently or plan on selling tickets though our platform.