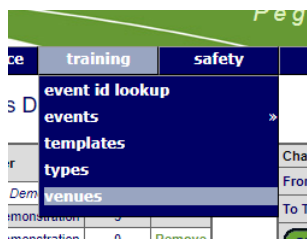


# User Guide

## Training | Creating Training Venues

### STEP ONE | Create Training Venues

Under the training tab, click venues



Click Add

Training Venues for Pegasus Demonstration

Include Inactive

Name the complete the training venue information and click save

Add Training Venue for Realm: Pegasus Demo

Venue Name:

Provider:

Delivery:  Cannot change setting because there is no option for on

Capacity:  per event

Address:

Town:

State:

PostCode:

Country:

Phone:

Contact Name:

Contact Phone:

Contact Email:

Travel Directions: