Steps – Creating Campuses Steps

1. Before creating a Campus, make sure the Campus has been added as a stop. To do this, see our tutorial – Creating Stops.
2. Select 'Campus' from the 'Setting' drop down menu.
3. Click the 'Add' button.
4. Name the Campus.
5. Enter the Campus Address.
6. Scroll and select the Campus Stop from the Stops. (Selecting the Campus Stop you have already created)
7. Click 'Save'.