Posting notices and planning an expedition

Tell the club about something, or put a trip on the noticeboard with its costs and dates.

Where

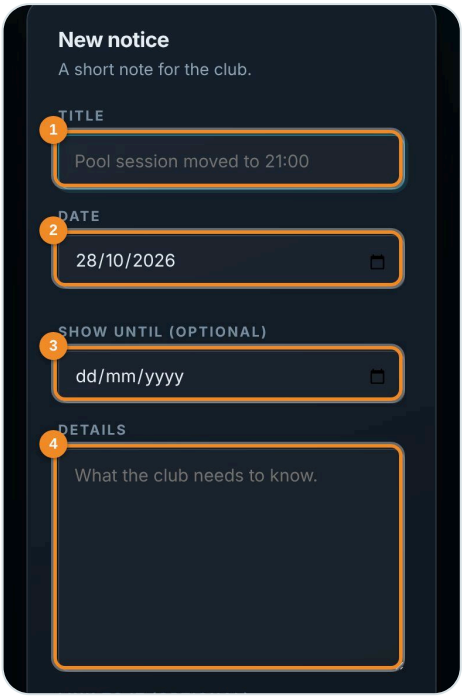
Members admin → Noticeboard.

Members are told

Members get a message as soon as you publish to them, and a phone notification if they use the app.

A notice

1. **Press New notice**
   Give it a title, the date and the details. Add a link or attach a document if it helps, choose who sees it, and press **Post it**.

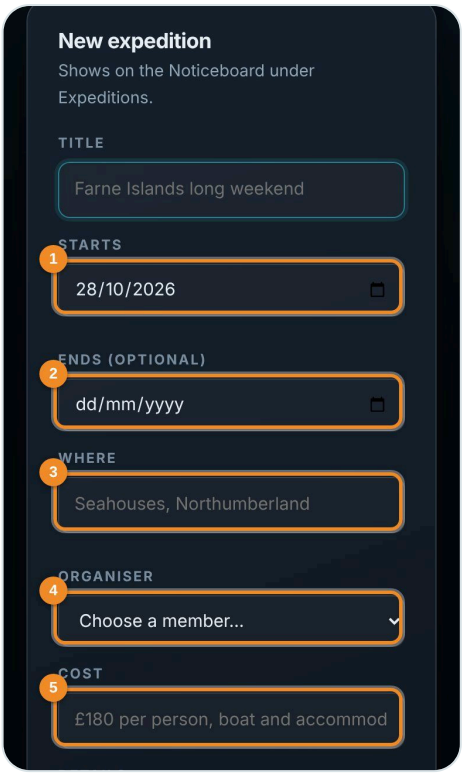


1 title, 2 date, 3 show until, 4 details. Below them: a link or a file, who sees it, pin to the top, and Post it.

An expedition

1 **Press Plan an expedition**

Where, when it starts and ends, the organiser, the cost, and the details: plan, kit, deposits, who to speak to. It appears under **Expeditions** for members, and on the **Expeditions** tile on the home screen.



1 starts, 2 ends, 3 where, 4 organiser, 5 cost. Below them: the details, who sees it, and Post it.

FoxFace Diving how-to guides, guide S3. Pictures are from Kelpline Divers, a made-up club; your club's site shows your own names and kit. Made by FoxFace. Version 2, October 2026.