How to submit a News Release

- 1. Log in to the Member Information Center
- 2. Click on News Releases on the left hand shortcuts list or the News icon at the top

ALLINA ZOG	Search	ا 🖥 ۱	۹ ۲ 1 Item(s)				Logged in as Mary Wi Disploater Reality Account Settings
CHANDER	Home	Directory	Events	Resources	Reports	News	O Settings
Community	News Releases						
Hot Deals						Add News Release	Manage News Releases
Member-to-Member Deals	Awards (1)		Char	iber (2)	Ľ	Community (2	
News Releases	Economic (1) General News Article (1) Human Interest (2) Press Release (2)						
Job Postings	Narrow search I Results Found	η: > :4		/			Q New Search
MarketSpace	Kalamazoo County visitor spending has all-time high of \$585 million News Release Spending by visitors to Kalamazoo Jounty reached an all-time high of \$585 million p. 2021 and the Seutherst region had the forbest region in 5/10/2023						
Social Feed							
Request for Proposals	economic im travelers dur other businer Categories: Ge	visitor spending figures from Tra pact of tourism on ing their visits inclu sees that support the meral News Article	g of all regions in avel Michigan local economies iding tracts, rest he risitormore conomis	ne state, according Visitor spending is It includes all purch aurants, retail shops details ->	g to visitor spend a measure of the hases made by s, attractions, an	ing d	
		Kalama oo To Kalayazoo cor	ps Michigan's 1 tinues to be a po	fravel Bucket List opular tourism destin	nation here in	_	News Release

- 3. Click on Add News Release button
- 4. Complete the following information:
 - Title: Enter a title for the news release.
 - **Displayed Release Date:** This date is displayed on the news release page to let people know the "age" of the release.
 - Publish Start/End Date: Indicate when you would like to first publish this news release, and when it should no longer be published.
 - Body Text: Enter the actual news release.
 - Meta Description: Enter a 1-2 sentence summary of your content; often visible in search engine results and social media posts/shares; 320 characters maximum.
 - Categories: Choose Member/Community
 - Search Results Logo: Select the image you wish to display in the News Release search results.
 - Contact Information: Enter desired contact information.

5. Click Submit for Approval button.

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	Horne Directory Events Hesources Reports News Settings						
📲 Community	News Releases - Create						
Hot Deals	Maraga Navas Halasaas						
Member To Member Deals	General						
News Releases	Tile:						
Job Postings	Paerox Plafeases: 6/27/2024						
Social Feed	Displayed Release Date: Publish Start Date: Publish End Date: 827/2024 827/2024 7/27/2024						
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Categories

Chamber

C Member/Community

Search Results Logo

Image Ner	
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Add Image	

Contact Information

Choose Contact	~
Contact Person:	
Contact Title:	
Contact Phone:	
Contact Email:	
Save as Draft Cancel	Submit for Approval