

# Ramblers' Walks Manager – Lead a Walk

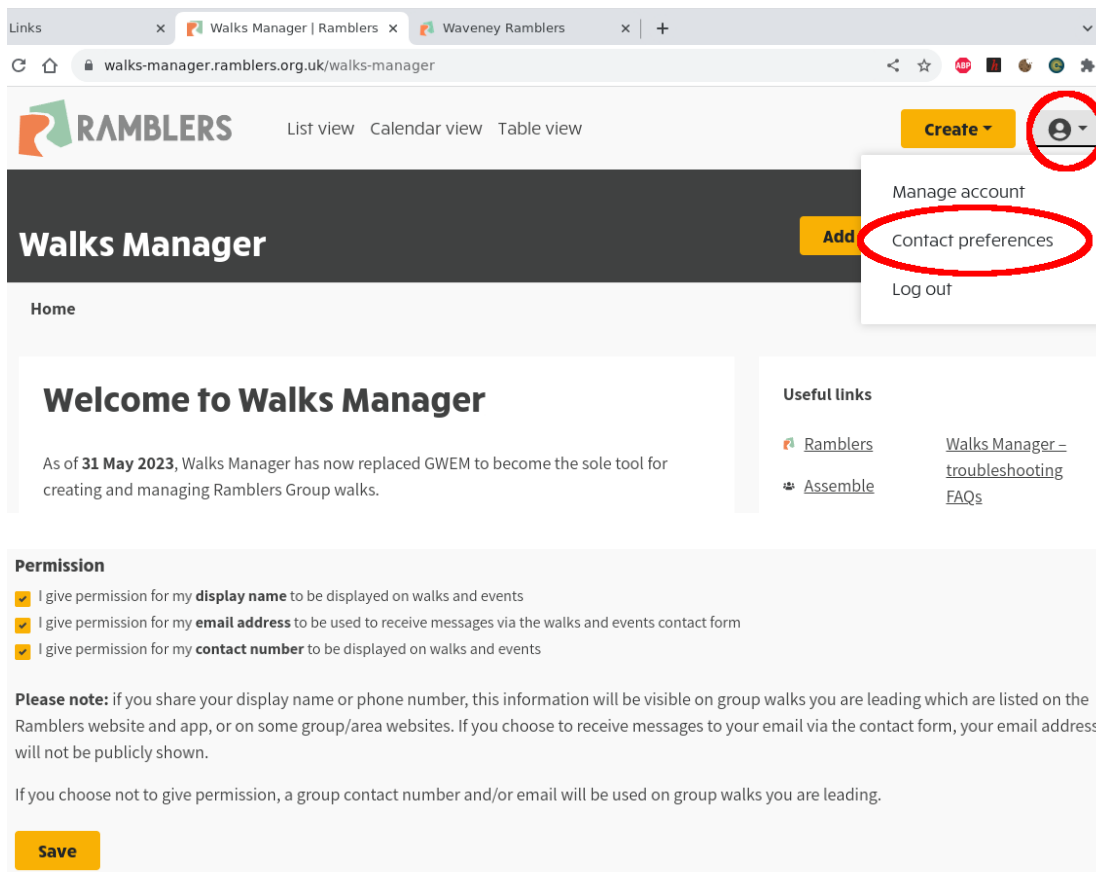
You'll need to be able to log into Ramblers. If necessary, create an account.

This is the main Ramblers' website: <https://www.ramblers.org.uk/>

WALKS MANAGER: <https://walks-manager.ramblers.org.uk/walks-manager>

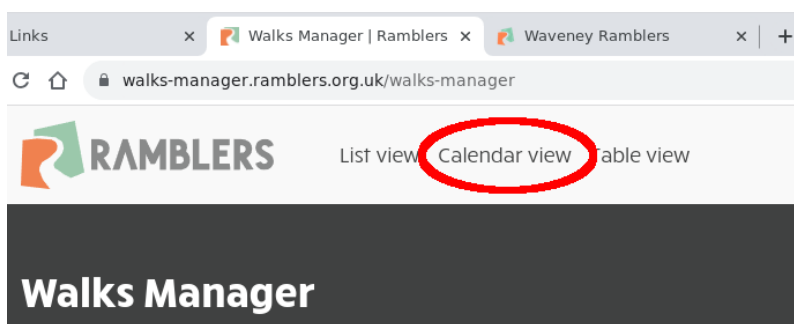
If you can't log into Walks Manager, you'll need to phone or email ramblers and ask them to set you up as a walk-leader for the Waveney Group: [ramblers@ramblers.zendesk.com](mailto:ramblers@ramblers.zendesk.com)

Once logged in, one-time-only, set your contact preferences.



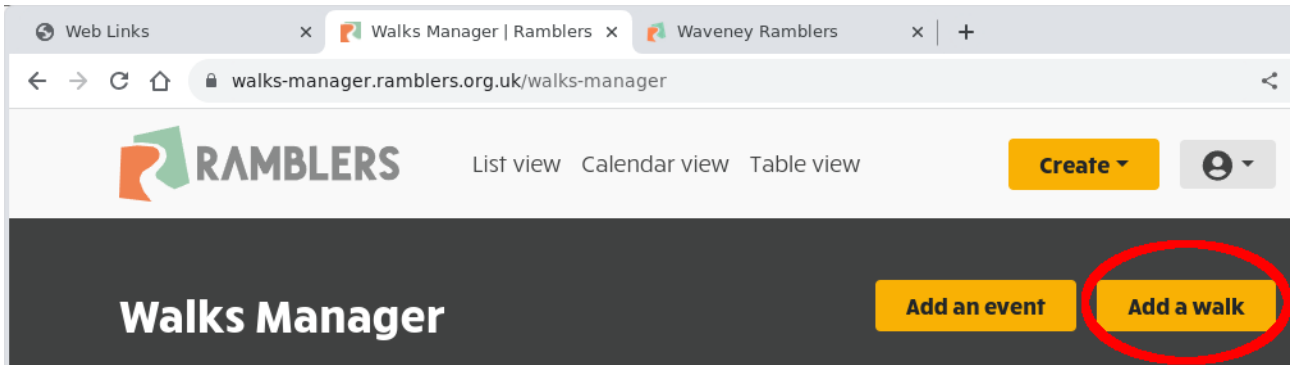
The screenshot shows the Walks Manager interface. At the top right, there is a 'Create' button and a user profile icon circled in red. A dropdown menu is open, showing 'Manage account', 'Contact preferences' (circled in red), and 'Log out'. Below the navigation bar, there is a 'Home' section with a 'Welcome to Walks Manager' message. To the right, there are 'Useful links' for 'Ramblers', 'Assemble', 'Walks Manager - troubleshooting', and 'FAQs'. At the bottom, there is a 'Permission' section with three checked checkboxes: 'I give permission for my display name to be displayed on walks and events', 'I give permission for my email address to be used to receive messages via the walks and events contact form', and 'I give permission for my contact number to be displayed on walks and events'. A 'Please note' section explains that sharing this information makes it visible on group walks. A 'Save' button is located at the bottom of the permission section.

The Calendar View is useful to see days without a walk.



The screenshot shows the Walks Manager interface with the 'Calendar view' option selected and circled in red in the navigation bar. The navigation bar also includes the 'RAMBLERS' logo, 'List view', and 'Table view' options. Below the navigation bar, there is a dark header with the text 'Walks Manager'.

## Create Your Walk



**Page One:** Enter something like this ...

Step 1 of 5

### Provide some basic information on your walk

**Title of your walk \***

Title limited to 100 characters, remaining: 78

**Date of walk \***

**Walking group [?] \***

Waveney Group

**Walk leaders** [\[How are walk leader contact details used?\]](#)

Walk leaders	Name	Primary walk leader
<input checked="" type="checkbox"/>	Neil Bauers	<input checked="" type="radio"/>

**Page Two:** Enter something like this ...

Step 2 of 5

### Describe what walkers can expect from this walk

Use this section to describe the walk and add any extra information that walkers will need to know.

**Description** [\[What makes a good walk description?\]](#) \*

**B I U** | **☰ ☷**

Neil is leading this walk from Dunwich Beach car park.

body p

Describe what walkers can expect from the walk. Please write at least 50 characters.

**Additional details**

**B I U** | **☰ ☷**

No dogs please. Registered assistance dogs are welcome.

Please bring a picnic.]

**Page Three:** Pan, zoom and click the map to set the start point. Drag the map pin to make small final adjustments. Optionally enter some descriptive text. If it's a church or village hall, mention that we'll collect donations. If necessary, edit any text, added automatically.

**Type of walk** [\[?\]](#) \*

Circular

Linear

**My walk has a separate meeting point** [\[?\]](#)

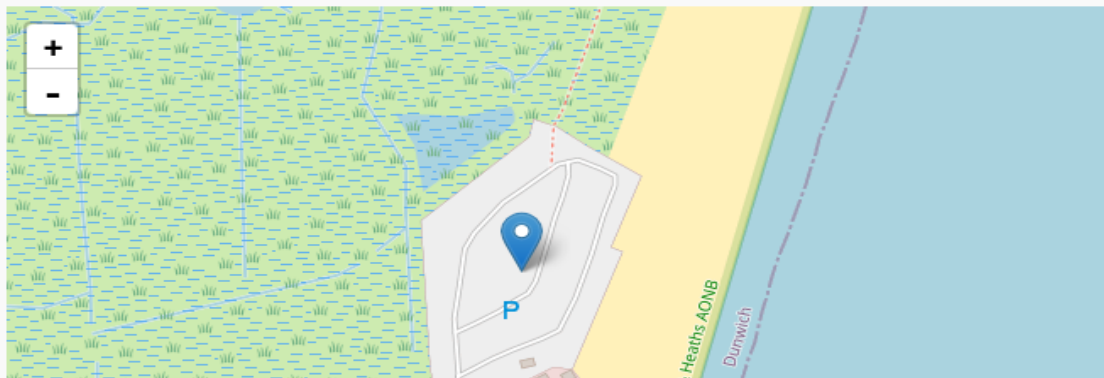
**Starting point**

**Location**

**Enter a starting point**

Dunwich, Suffolk, England

You can search by place name, postcode or [6,8,10]-figure grid reference (e.g. SW123123 or TQ 3002 8042)



Drag the pin on the map to adjust the location

Ordnance Survey gridref: TM 4790 7075

Latitude: 52.278958 Longitude: 1.632854

Easting: 647907 Northing: 270752

What3words: earlobe.paramedic.book

Nearest postal code: IP17 3EN

**Nearest post code** \*

IP17 3EN

**Location Details** [\[?\]](#)

Dunwich Beach Car Park, Donation please.

## Page Four: Enter the difficulty, mileage and estimated finishing time ...

Step 4 of 5

### Walk grading

**Walk difficulty** [\[Click here for more information on our walk gradings\]](#) \*

Easy Access

Easy

Leisurely

Moderate

Strenuous

Technical

**Distance \***

Enter either miles or kilometres and the other box will be filled automatically.


kilometres  miles

**Ascent** [What if I don't know the ascent?](#)

Enter total ascent in either metres or feet.

metres  feet

**Estimated finishing time** [What if I don't know when the walk will end?](#) \*




Basic information


Description


Location


**Grading**


---

 **Save changes**


 **Preview**

 **Send back to draft**

 **Submit for checking**

 **Publish**

---

 Delete

**Page Five:** Check the details.

Go back and correct any errors.

And finally Submit-for-checking ...

If it's at short notice, call Neil to get it checked and approved quickly.

The screenshot shows a web interface for managing a walk. The main heading is "My Most Excellent Walk" in a green box. Below it, the start and estimated finish times are listed: "Start: Sunday, 3 September 2023 10:30 am" and "Estimated Finish: Sunday, 3 September 2023 12:45 pm".

On the right side, there is a sidebar with several options: "Location", "Grading", "Save changes", "Preview", "Send back to draft", and "Submit for checking". The "Submit for checking" option is highlighted with a red oval.

On the left side, there is a section titled "Get in touch about this walk" with the name "Neil B." and two buttons: "Call 07411811093" and "Email".

Below this is an "Overview" section with the following details:  
**Overview**  
Neil is leading this walk from Dunwich Beach car park.  
**Sunday, 3 September 2023**  
**Start time:** 10:30 am  
**Estimated finish time:** 12:45 pm  
**Difficulty:** Moderate      **Distance:** 8.9km / 5.5mi  
No dogs please. Registered assistance dogs are welcome.  
Please bring a picnic.  
**Starting point**  
**Grid reference:** TM 47906 70751  
**Nearest postcode:** IP17 3EN  
**what3words:** earlobe.paramedic.book  
**Start time:** 10:30 am

At the bottom, there is a map showing the walk route. A blue box on the map says "Use Ordnance Survey".

## Canceling or Altering a Walk

The walks manager can be used to cancel or alter a walk. After alterations, Neil will need to re-approve the walk. Once again, call Neil if you need a rapid update.