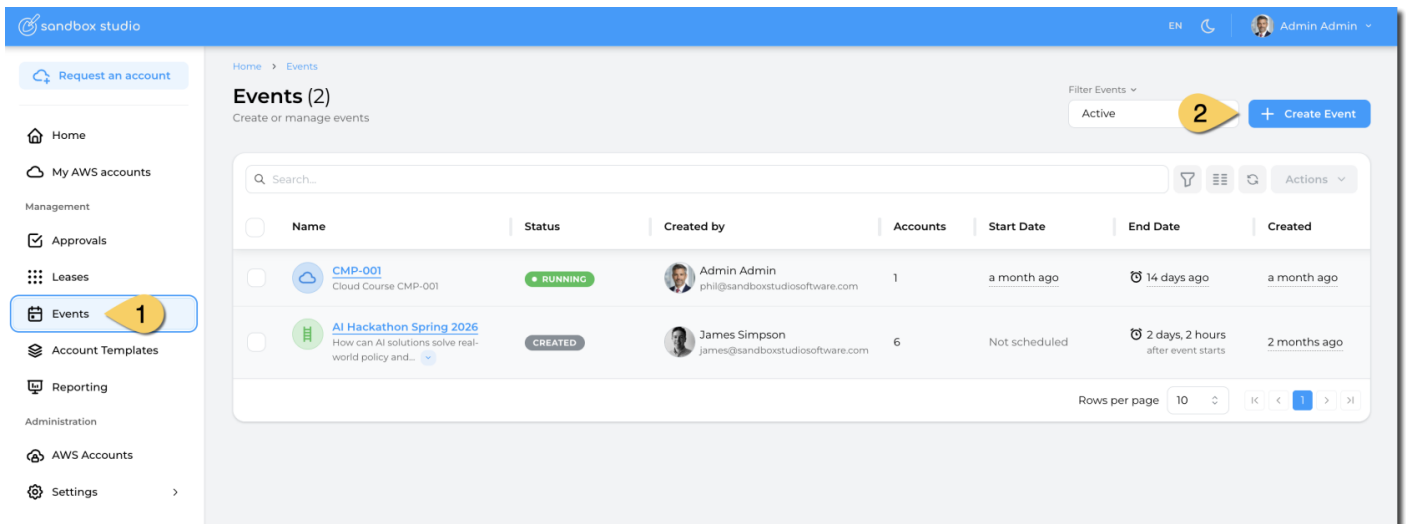


# Event creation - Overview

To create a new account template:

1. Click on "**Events**" on the left menu
2. Click on "**Create Event**"



Creating an event is a 6-step process listed as follows:

1. [Basic details](#)
2. [Account template](#)
3. [Schedule](#)
4. [Participants](#)
5. [Managers](#)
6. [Review](#)

Revision #5

Created 2026-04-04 17:54:49 UTC by Paul

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