

# PebbleCreek Hiking Club

## Hike Library

Hike Coordinators - How to Change a Schedule

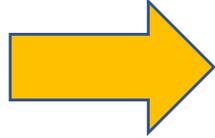
# PebbleCreek Hiking Club – Request a change to an existing Hike – October 2022

## How Schedules are changed within the PCHC Hike Library



Hike Coordinators can request changes their schedules by sending a Change Schedule Request

Hiking Coordinators



PebbleCreek Hiking Club  
Schedule Update Request Form

Please use this form to request changes to a hike schedule  
Red star (\*) are mandatory

Requestor Name:\*

Requestor Email:\*

Comments to Data Coordination Team\*  
Please clearly describe your suggested changes

The form gets sent automatically to the Data Coordination Team who update the specific schedule in the system



Data Coordinators



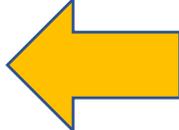
This team maintain all hike data within the Library and maintain the season schedule



PCHC Hike Library



Communicate Schedule to Club Members



Club Calendar

Date	Week Number	Week Status	Trail Index	Area	Hike Name in Schedule	Level	Distance (in Miles)	Elevation (in Feet)	Condition	Trailies (%)	Round Trip Drive	Hike Leader	Suggested Driver Duration	Unusual Start Time	Hike Description
Monday, March 7, 2022	25	Complete	47	Phoenix Area	<b>Hike: Phoenix Area Two Humps of Phoenix</b>	A	8.5	2500	Rough	0	75	Neal Wing	6		<b>HIKE LEADER:</b> Neal Wing. <b>DESCRIPTION:</b> This is two short hikes to the and total elevation gain is approximately 2500ft.
Monday, March 7, 2022	25	Complete	58	Prescott Area	<b>Hike: Prescott Area Granite Mountain Hike</b>	B	8.3	1800	Good	0	216	Bill Halle	19		<b>HIKE LEADER:</b> Bill Halle. <b>DESCRIPTION:</b> This is an 8.3 mile out and back at around 5000ft. We hike west from the trailhead gate a little more to get to the top of the mountain. It is a very scenic hike with panoramic views of the Prescott area.
Monday, March 7, 2022	25	Complete	59	Lake Pleasant Area	<b>Hike: Lake Pleasant SF Seaview/Morgan City Beach Loop</b>	C	7.6	840	Good	0	80	Dawn Schmitt	7		<b>HIKE LEADER:</b> Dawn Schmitt. <b>DESCRIPTION:</b> This 7.2 mile loop hike starts out crossing a road and then travels through a saguaro forest. At Seaview, Morgan City Beach is an unusual overgrown riparian area that is located near Cave Creek, Arizona that features beautiful wild flowers a loop near the end to see the Michelle Man saguaro. <b>TRAILS:</b> Overton St
Tuesday, March 8, 2022	25	Complete	60	Cave Creek SF	<b>Hike: Cave Creek SF Peavton Trail Loop</b>	D	4.6	524	Excellent	0	90	Art Solario	8		<b>HIKE LEADER:</b> Art Solario. <b>DESCRIPTION:</b> Trail is a 4.6 mile round trip located near Cave Creek, Arizona that features beautiful wild flowers a loop near the end to see the Michelle Man saguaro. <b>TRAILS:</b> Overton St
Wednesday, March 9, 2022	25	Complete	61	Superstition Mountains	<b>Hike: Superstition Mountains Wave Cave &amp; Mountain Loop</b>	B	8	1300	Excellent	0	90	Kris Rackiewicz or Eileen Lords Moose	8		<b>HIKE LEADER:</b> Kris Rackiewicz or Eileen Lords Moose. <b>DESCRIPTION:</b> 7.5 mile loop trail for a cave that has a wave like rock formation in it towards the east side of the Superstitions. You then hike back down to

PebbleCreek Hiking Club

WELCOME

Welcome to the PebbleCreek Hiking Club

CONTACT US

# PebbleCreek Hiking Club – Request a change to an existing Hike – October 2022

## Request a schedule change to an existing Hike – 2 ways of access to the electronic form

### Access from the Website Menu

The screenshot shows the website's navigation menu with 'Hike Schedules' and 'Request Schedule Update' circled in yellow. Below the menu is a blue bar. The 'Request Schedule Update' form is displayed, featuring fields for 'Requestor Name' (Neal Wing) and 'Requestor Email' (poooooo@gmail.com). A text area contains the following text: 'Need to change the A Hike on Monday October 31st 2022 from Trail Number 13 to Trail Number 42. This will have an early start time of 5:30 AM. Neal Wing will be the Hike Leader.' A 'Send' button is at the bottom of the form.

### Alternatively... Scroll down the home page

Send in your idea for a new hike to be added to the library

**NEW HIKE REQUEST**

Need to improve a hike description or add a map or GPX track?

**CHANGE HIKE REQUEST**

Hike Coordinator?  
Need to update your hike schedule?

**CHANGE HIKE SCHEDULE**

## PebbleCreek Hiking Club – Request a change to an existing Hike – October 2022

### Request a change to an existing Hike - Form Entry

Firstly, Enter your name and email address so that the data team can communicate with you.

Secondly, clearly describe the change to the schedule you are requesting. Schedule changes can be complicated. Please use Trail Numbers when possible as this makes it very clear to the data team which trails you are referring to. Also clearly state the dates that are being impacted in your comments.

**PebbleCreek Hiking Club**  
**Schedule Update Request Form**

Please use this form to request changes to a hike schedule

Red star (\*) are mandatory

Requestor Name:\*

Requestor Email:\*

Comments to Data Coordination Team\*  
Please clearly describe your suggested changes

Need to change the A Hike on Monday October 31st 2022 from Trail Number 13 to Trail Number 42.

This will have an early start time of 5:30 AM. Neal Wring will be the Hike Leader.

Provide a full definition of your schedule changes. A Data Team member will contact you with any questions if not clear.

Submit the schedule change request by pressing the Send Button

## PebbleCreek Hiking Club – Request a change to an existing Hike – October 2022

### **Request a change to an existing Hike – Final Notifications**

1. The form is sent via email to every member of the Data Coordination Team. A copy of the form is also sent to the requestor of the hike schedule change. The request is saved in a database for future reference.
2. The data team will update the specified schedule in the hike library
3. Subsequently, the Data Coordination team will create an updated schedule report from the hike library as well as a refreshed Season Schedule. These reports are then placed on the club website and the Club Calendar is updated to reflect the latest schedule