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Creating a Scheme

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To create a scheme, you will first of all need to log into the same site that you signed up using and use to log in.

The site used in this guide is www.neighbourhoodalert.co.uk, if you signed up using a site such as [cheshirepolicealert](#) or [bedsalert](#) then you will not be able to sign into [neighbourhoodalert](#).

Start by logging into the site you would usually do so.

Once logged in, scroll down your menu list until you find "Scheme Admin". This may appear differently between Alert sites.

[Scheme Admin](#)

Find your local Neighbourhood or Home watch scheme or setup a new / existing scheme...

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In the "Scheme Admin" area, you will have a chance to search for nearby schemes, or to start a new scheme. In this guide, we are creating a scheme - so you will want to click to start a new scheme.


START A NEW SCHEME

If you cannot find a relevant scheme to join please [click here to start a new scheme](#).

Clicking "Click here to start a new scheme" will open up the scheme creation form:

Scheme coverage area

This map shows the current coverage area set for your scheme.



Clear points

Add points

Help

Number of households covered by your scheme

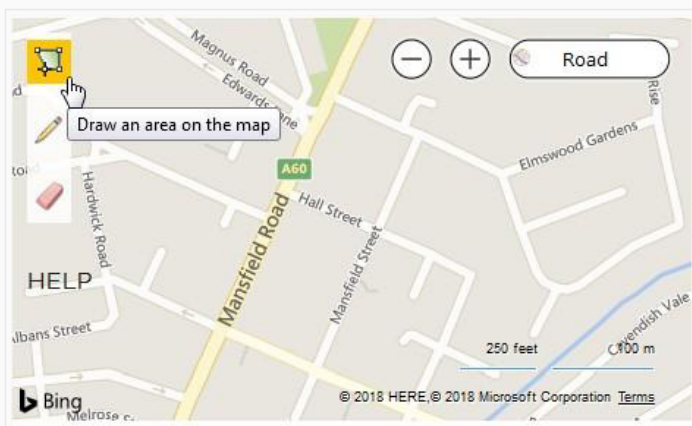
Number of members

Start date of scheme if known (dd/mm/yy)

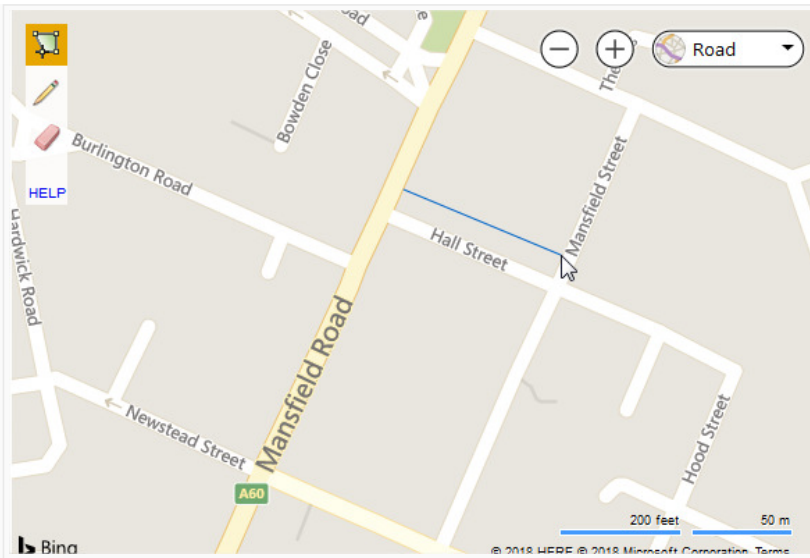
Scheme's next meeting date (dd/mm/yy)

Scheme website

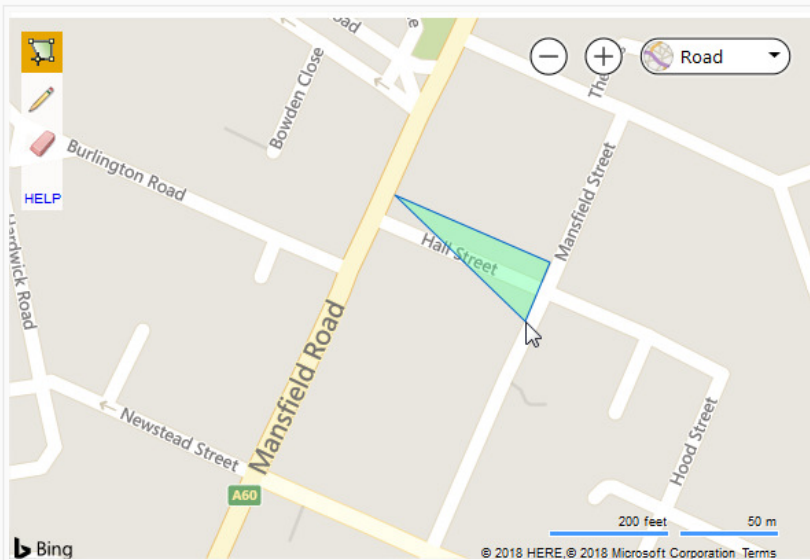
You can fill out this area accordingly. To map the scheme with the interactive map, start by locating your area. When you have found your area, click "Draw an area on the map":



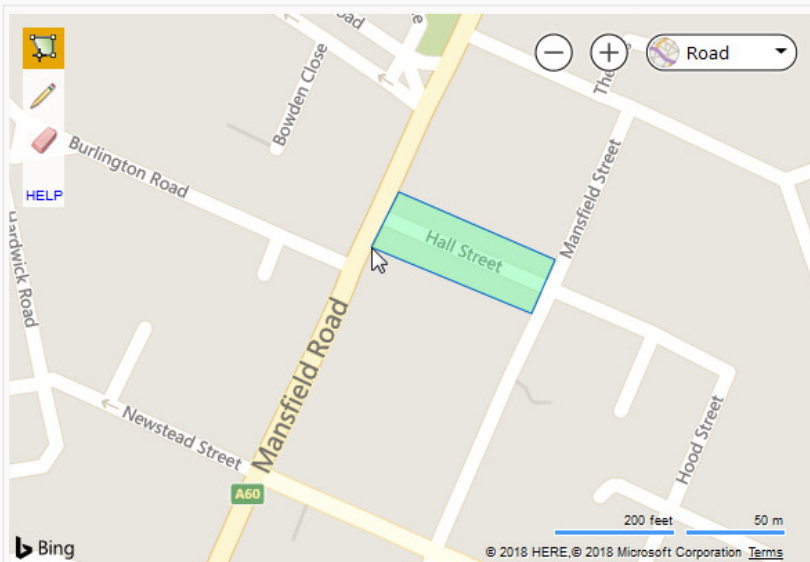
For example, on the image below, I have clicked on the map at the left-end of "Hall Street" (adjoined to Mansfield Road) and then moved my mouse cursor over to the other end of Hall Street (next to Mansfield Street).



If I then click at this point (the other end of Hall Street, next to Mansfield Street), it will set another point. Now if I move my cursor to the opposite roadside, this is how it will look:

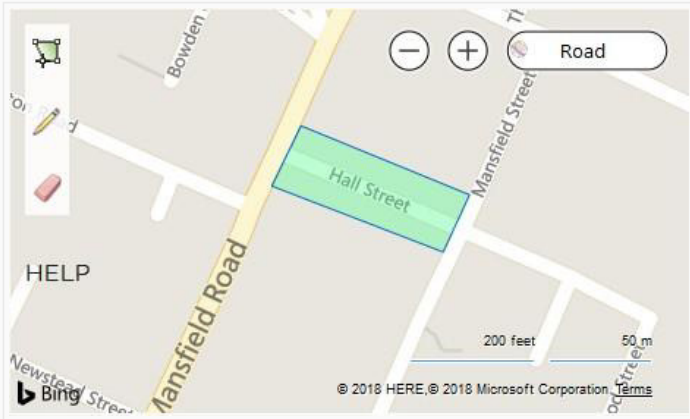


If I now click this point, and then move over to the other end of the street (towards the starting point), and click at that end, I have created a full rectangle as below:



This example would cover the "Hall Street" area. To end the area mapping, you simply need to click the "Draw an area on the map" icon to the left again. This should save the area and allow you to continue with your scheme details.

Your finished scheme map should have a green area like the below example.




Once you have created the map, you now need to enter all of the other relevant information for your scheme. Please note, a scheme website is optional.

Further down, you will be given the option to set your coordinator picture and bio.

Coordinator photo

Please select a photo of of the coordinator of the scheme.


 No file selected.

[Rotate image](#)

Coordinator bio

The below text is a brief description of the coordinator of the scheme.
This is only visible to potential members that are looking to join your scheme if you select it to be.

Your final steps are to configure scheme sharing permissions.

YOUR SHARING PERMISSIONS

Scheme visible

This option will allow your scheme to be located on various websites. These Sites do not disclose your contact details or exact location but do allow new Potential members to see your scheme description, send you a message and apply to join your scheme. Tick this box to make your scheme visible.

Show scheme coverage area

Tick this box to show the scheme coverage polygon on scheme finder pages on various websites.

Show Coordinator details

This option will allow your name, picture and the biography you have entered to be displayed on various licensed scheme locator websites.

Sign up to become a buddy scheme

If you would like to help other schemes in your area then please tick the box below. This will allow you to receive messages from people local to you asking for information or help in starting a scheme.

Create Scheme

When you click the "Create Scheme" button at the end, the changes will be saved and you have now successfully created your new scheme.

Congratulations! Welcome to Neighbourhood Watch.

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0 out of 0 found this helpful

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