**How to Publicize Your Eagle Project Workday**

**Newsletter:**

* Email your information to [sheribuehner@gmail.com](mailto:sheribuehner@gmail.com) and submit it to [Troop 370 Announcement Submission Form - Google Forms](https://docs.google.com/forms/d/1mKPtqHmiKWEcjRgEmu9GSD3Mwfukp5_gWnp_Q8ibAtg/edit)
* Write exactly what you want published. The news editor will be cutting and pasting your information into the newsletter.
* Submissions must be submitted by Sunday at noon to be in the next week’s newsletter.
* Include the following:
  + Your name
  + A description of your project and who/what it benefits
  + Location of the project workday
  + Location of meeting spot
  + Time of the project workday
  + All materials scouts need to bring – ex: water bottle, shovel, wear long pants, etc.
  + Whether food will be provided
  + Whether restrooms will/will not be available
  + Your contact information

**Facebook:**

* You can submit your own information on the troop’s Facebook page -Scouts BSA Troop 370, Atlanta, GA

**Remind:**

* Submit your information to [Troop 370 Announcement Submission Form - Google Forms](https://docs.google.com/forms/d/1mKPtqHmiKWEcjRgEmu9GSD3Mwfukp5_gWnp_Q8ibAtg/edit)