

# Associate Event Templates with JX Networks

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As an administrator with Event Setup rights, you can associate Juvare Exchange networks with event templates to quickly select or clear networks for sharing event information.

**Note:** Only events with a standard event type in the template can be shared with Juvare Exchange.

Shared event information includes:

- Event title, description, and log updates
- Event icon, on the map (only available if latitude and longitude coordinates have been entered)

## To associate JX networks with event templates

1. On the main menu, point to **Event** and in the list, click **Event Setup**. The *Event Setup* page opens.
2. Locate the event template and, on that row, click **Edit**. The *Edit Event Template* page opens.
3. Select the check boxes for JX networks you want to be able to share with on the template.