

# Meetup Setup Guidance



## Background

This document provides instructions and suggestions for setting up a SAFe Meetup group at [meetup.com](https://meetup.com).

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## What will your Meetup be about?

When creating your meetup group, you will be asked to select some topics that best describe your group. Here are the topics we recommend selecting, but feel free to select whatever you feel fits best!

- Scaled Agile Framework (SAFe)
- Agile Project Management
- Knowledge Sharing
- Agile Coaching
- Scaled Agile
- Agile Leadership
- Agile Transformation
- Scaling Agile
- Agile and Scrum
- Agile Program Management

## What will your Meetups name be?

In an effort to help others easily locate SAFe-specific meetups, we recommend the following naming convention:

**<CITY NAME> Scaled Agile Framework® (SAFe®) Meetup**

## Who should join, and what your Meetup will do

Please include the below content with your description. Feel free to add to it as you like!

***Learn! Practice! Share war stories! This SAFe® Meetup is for those interested in learning and sharing stories on how to scale their Agile implementations using the Scaled Agile Framework® (SAFe®).***

***Learn more about SAFe at: <http://scaledagileframework.com>.***

## What are members called?

Please call your members Agilists.

## Web Address

If you have the option of customizing your web address, please use the following naming convention:

**[meetup.com/YourCityName-Scaled-Agile-Framework-SAFE-Meetup](https://meetup.com/YourCityName-Scaled-Agile-Framework-SAFE-Meetup)**

## Custom banner & appearance

Scaled Agile can create a custom "SAFe" banner for your Meetup. If you haven't already done so, please contact [meetups@scaledagile.com](mailto:meetups@scaledagile.com) to order your meetup banner. Once you have received your custom banner, you can update your appearance and color palette to match!

**Let us know the date of your first Meetup**

When you have your Meetup scheduled, please notify [meetups@scaledagile.com](mailto:meetups@scaledagile.com) so we can help promote your event.